Call to Order
The EAC Representative meeting was called to order at 2:30 p.m. by Chair, Lisa Arispe. Jackie Warr joined the meeting representing the Property Appraiser’s Office.

Approval of Minutes
Marion Nuraj motioned to approve the EAC Representative minutes for July 19, 2017 with amendments. The motion was seconded by Charles Toney. Minutes were approved. Donna Beim motioned to approve the EAC Delegate minutes for July 27, 2017 as written. The motion was seconded by Marion Nuraj. The minutes were approved.

Comments from Holly Schoenherr, Director of Human Resources
Holly announced that Gene Pressoir will be retiring on September 15, 2017. Gene has been employed with Pinellas County for 20 years and has been a liaison to the EAC since 1997. The job opening has been posted. The position has been updated to include strategic planning and performance measurement, in addition to business partner and employee relations duties.

Interviews for the Human Resources Workforce Manager will be held on August 17-22, 2017. Four candidates will be interviewed. Lisa Arispe will be involved in the interview process representing the EAC.

Tim Closterman announced that the job position which was posted for a Human Resources Coordinator has closed. The final 6 candidates will be interviewed on August 23, 2017.

There is currently a job posting for a Human Resources Coordinator for the Wellness Center. That position closes on August 27, 2017.

Carol Feskanin provided updates on voluntary benefits. A committee met to discuss voluntary benefits for County employees. A Request for Information resulted in 11 proposals offering various types and levels of programs. These benefits would be paid by the employee, and no portion would be paid by County funds. A recommendation to determine feasibility and next steps closes on September 5, 2017. Marion Nuraj, Clerk of Court South Representative, was on the committee.

The Appointing Authorities met on August 4, 2017. There were two topics regarding the EAC: Loyalty Days and a revised Respectful Workplace Behavior/Anti-Bullying Policy. Lisa Arispe, EAC Chair, was permitted to explain those topics and then dismissed from the meeting. The Appointing Authorities did not support the request for additional Loyalty Days for long term employees. Overall, they feel the County already offers many benefits that increase with tenure, and most long term employees have extensive leave balances. Appointing Authorities are interested in considering additional benefits programs that support employees at all stages of their careers; Holly expressed interest in HR working with the EAC to develop ideas around this. The EAC Chair’s concern over Loyalty Days has nothing to do with the amount of hours the employee might have. The initiative for the couple
additional days is to show loyalty to those employees that have served Pinellas County for so many years through the good and bad times, and because after the annual leave accrual increase at 20 years, the accrual rate stays the same. The Loyalty Days would be treated as floating holidays, and as such would not accumulate. Lisa was not present at the meeting to explain those reasons.

The Respectful Workplace Behavior/Anti-Bullying Policy is being modified per the request of the County Attorney and the Appointing Authorities. Gene Pressoir is working on the revisions. There may be liability issues if the EAC Representatives are included as a reporting source.

HCP Associates sent out the Employee Voice Survey on Monday, August 14, 2017. All employees are encouraged to participate. Approximately 1/3 of the employees have already completed the survey. It was mentioned that the two areas on the survey where the employees could include comments were limited to 100 characters. Tim Closterman is in contact with Sarah Lindemuth from HCP regarding this oversight. Holly mentioned that if they had noticed that prior the approval of the survey, that section would have been changed so that employee could express their thoughts fully. [The comments box length was updated to allow unlimited characters. An email was sent by HCP Associates on August 17th to those who had already completed the survey inviting them to expand on their original comments.]

Carol Feskanin provided benefits updates: The County is moving forward with 3 initiatives regarding 2018 benefits for Pinellas County employees. The initiatives include: 1) Walgreens Smart 90, a new component of the prescription drug program, 2) Tobacco premium unless an employee completes a cessation program to quit, and 3) an increase to the monthly employee contribution to the healthcare premiums. The EAC was made aware of these considerations at their July meeting. Prior to the EAC being made aware of the considerations, the Appointing Authorities agreed in early summer on the new health care initiatives. More communication regarding these changes will be distributed over the next few months leading into, and throughout, Annual Enrollment. A question was raised as to where additional contributions go. HR response was that employee premiums go into the health fund budget.

Lisa suggested to the Personnel Board that the EAC be allowed to provide feedback on Holly’s evaluation, since the EAC is an advisory committee to the Unified Personnel Board and interacts with the HR Director as much as the Appointing Authorities do, if not more. Holly provided the Council with the Performance Standards for the Director of Human Resources as a guideline for the EAC to assist in the areas she is evaluated on. There will be further discussion at the next EAC meeting.

Holly has tasked the EAC with partnering with her to develop a plan to better retain employees in Pinellas County. The initial suggestions include: 2 Personal Days and 2 Floating Holidays, allow more time to be turned in for cash and changes to maternity leave.

**New Business**
Lisa discussed the need to replace the EAC Representative for the Property Appraiser’s Office, due to a vacancy. The replacement will not be able to vote on any items due to the term being less than 6 months. Donna Beim motioned to have Jackie Warr as the Property Appraiser’s Office Representative. Peg Poole seconded the motion. The vote passed unanimously.

The next joint meeting with the EAC and Appointing Authorities will be October 20, 2017. Peggy Sellards will send out meeting requests.
Adjourned
Peg Poole made a motion to adjourn at 4:30. Ashley Skubal seconded the motion.

Lisa Arispe*   Richard Carvale*   Peg Poole*   Linda Cahill*   Bill Gorman*
Donna Beim*   Clare McGrane   Doris McHugh*   Alicia Parinello   Randy Rose*
Mario Ruggia*   Ashley Skubal*   Charles Toney*   Lisa Wright   Marion Nuraj*

*EAC Representatives in attendance at this meeting.