Call to Order
The EAC Representative meeting was called to order at 2:30 p.m. by Chair Lisa Arispe. Eric Schutzendorf joined the meeting representing the Property Appraiser.

Approval of Minutes
Donna Beim motioned to approve the EAC Representative minutes for October 18, 2017. Bill Gorman seconded the motion. Minutes were approved.

Donna Beim motioned to approve the EAC/Appointing Authority minutes for October 20, 2017 with the addition of the names of the Representative who led each discussion at the joint meeting with the Appointing Authorities. Charles Toney seconded the motion. Minutes were approved.

Lisa reminded the council to bring any suggested changes to the draft minutes to the meeting. Information should not be sent via email as that is a violation of the Sunshine Law.

Comments from Holly Schoenherr, Director of Human Resources
Holly announced that the Personnel Board approved 3 EAC suggestions which the Appointing Authorities agreed to in October. The suggestions include: 1) up to 12 weeks of parental leave for both parents who are employed by Pinellas County, 2) change from 3 Floating Holidays and 1 Personal Day to 2 Floating Holidays and 2 Personal Days, and 3) Respectful Workplace Behavior/Anti-Bullying Policy.

A Friend in Need Policy (AFIN) Policy cannot be updated to allow employees wanting to supplement time while on short-term disability leave to use donated hours. Due to the IRS regulations and tax implications, leave time cannot be donated for these situations. The Personnel Board will be presented information for the AFIN Policy to include domestic partners and children for approval at the meeting on December 7, 2017.

The Employee Voice Survey results have been compiled by HCP Associates. Sarah Lindemuth from HCP, Terri Wallace, and Holly met with the Appointing Authorities individually to discuss the results for their areas. Holly suggested the results be shared with employees. The results of the survey will be included in the November issue of The Pen. The results are a composite of the Unified Personnel System, not by Appointing Authority. [View the results at www.pinellascounty.org/hr/employeevoice]

Charles asked if there is going to be training for the new Anti-Bullying Policy. Holly responded that the Office of Human Rights is working with Human Resources to develop training sessions.

Open enrollment will close at midnight on November 17, 2017. Approximately 2,100 employees have completed their enrollment. Due to many factors, the tobacco premium has been modified for the inaugural year. Employees who use tobacco have until April 30, 2018 to complete a tobacco cessation program to avoid the premium. The premium was reduced to $400.00 for the first year.
Old Business
Overall the council thought the Appointing Authority and EAC joint meeting was very successful. The subjects were presented and received well by everyone in attendance. The scheduling of the meeting worked well. Scheduling the EAC/AA meeting before the Appointing Authority meeting seemed to work better. The next joint meeting will be scheduled for April 2018.

Employee Suggestion Awards - Tim Closterman requested ideas to revamp the program. Some suggestions which were discussed include: creating a pot of money for merit increases for the money saved by the County for additional years after the 1st year. Another suggestion is to change the name of the program. Donna Beim will share more information on this program at the next meeting.

New Business
Ashley Skubal asked if BTS would unlock Netflix and Hulu for use by County employees during breaks and lunches. Furthermore she said if employees sign in as “guest” they can use those programs.

Ashley presented another employee concern regarding Standard Insurance and privacy for health information being sent via email. Carol Feskanin responded by saying the email is only acknowledgement of receiving a claim. The emails do not include personal health information. If records are requested, all public health information would be redacted.

Charles asked if a form or card could be provided to the employees to give to the provider explaining the codes to use for the annual biometric screening. Carol Feskanin responded that provider billing coding determines whether a service is considered preventive and therefore eligible to qualify for the preferred medical premium. Pinellas County cannot tell a provider how to submit claims; however, we can advise that routine preventive screenings and physical exams (per UHC guidelines) are covered at no cost if coded accordingly.

Election Updates - The EAC elections for BCC Group VIII and Clerk North will run from November 27 through December 8, 2017. Approximately 400 employees will be eligible to vote. The ballots will be distributed electronically using Survey Monkey.

2018 EAC Meeting Schedules - Due to the Thanksgiving holidays the EAC meetings for the month of November have been revised. The council approved to have the Representative meeting on November 14, 2018. The council approved to have the Delegate meeting on November 15, 2018.

Charles suggested that the EAC have a committee to review the annual accrual of leave. The committee will include: Charles Toney, Richard Carvale and Peg Poole. The first meeting will be December 20, 2017 at 1:30 pm.

Adjourned
Ashley Skubal made a motion to adjourn at 4:30. Donna Beim 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*  Jackie Warr  Marion Nuraj

*EAC Representatives in attendance at this meeting.