Call to Order
The EAC Representative meeting was called to order at 2:30 p.m. by Chair, Lisa Arispe.

Approval of Minutes
Donna Beim motioned to approve the EAC Representative minutes for November 15, 2017. Charles Toney seconded the motion. Minutes were approved.
Charles Toney motioned to approve the EAC Delegate minutes for November 16, 2017. Ashley Skubal seconded the motion. Minutes were approved.

Comments from Holly Schoenherr, Director of Human Resources
Holly introduced the new Wellness Coordinator, Jane Grannis.

At the November 2, 2017 Personnel Board Meeting, a change to Personnel Rule 4 was made, (see the actual approval at http://www.pinellascounty.org/hr/pers_board/pba/2017/110217-II-2.pdf) in which the number of Floating Holidays was changed from three (3) to two (2), and the number of Personal Days was changed from one (1) to two (2). Personal Days may be taken in 4-hour increments so this provides employees with four possible instances of unscheduled leave that will not be considered in an employee evaluation. (Other considerations apply to employees with less than one year of employment.)

At the December 7, 2017 meeting, the Personnel Board approved a change to an unintended consequence of the change to Personnel Rule 4. This change had an adverse effect on the firefighters at the St. Pete/Clearwater Airport who have 48 hour work week. (See the actual approval at http://www.pinellascounty.org/hr/pers_board/pba/2017/120717-II-2.pdf.)

Rewards Program
The current contract for the rewards program will soon expire. HR is planning to send a survey to request feedback from employees on what sorts of rewards the employees like. Any comments from employees on the current contract and on what’s available will be appreciated. This information will be used to help determine what the next vendor should offer.

Wellness Incentives
For employees who wish to receive cash rather than points, the link will not be active until January. If no election is made, the employee will receive points only. [ Update: The cash election form is now available at www.pinellascounty.org/hr/cash-election. ]
**Election Committee**
Richard Carvale gave the findings of the Election Committee:
- Clare McGrane won reelection for BCC8 and Ashley Skubal won reelection for Clerk North.
- The Committee also addressed a complaint about a possible campaign rule violation.

After reviewing and discussing the complaint and its exhibits, the Committee was in consensus that there was no violation of the EAC Bylaws. (See Election Complaint and Review.)

Donna Beim motioned to accept the Committee’s report. Linda Cahill seconded. The findings were accepted.

**Election of Officers**
Chair: Ashley Skubal nominated Charles Toney for Chair, seconded by Alicia Parinello. There were no other nominations. Charles accepted the position.

Vice Chair: Donna Beim nominated Richard Carvale for Vice Chair. Clare McGrane nominated Alicia Parinello. Ballots were collected and Richard was selected. Richard accepted the position. Donna Beim motioned to destroy the ballots, seconded by Charles.

Secretary: Lisa Arispe nominated Peg Poole (in absentia) for Secretary. Donna seconded.

**At Large Representative**
Marion Nuraj nominated Peg Poole (in absentia) for At Large Representative, a two-year term. Alicia seconded.

**Committee Appointments**

<table>
<thead>
<tr>
<th>Committee/Appointment</th>
<th>Name(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advocate:</td>
<td>Lisa Arispe, Ashley Skubal</td>
</tr>
<tr>
<td>Affirmative Action: (Human Rights – quarterly meetings)</td>
<td>Charles Toney, Alicia Parinello (back-up)</td>
</tr>
<tr>
<td>Legislative Committee:</td>
<td>Charles Toney, Richard Carvale, Marion Nuraj</td>
</tr>
<tr>
<td>Professional Development Advisory Council:</td>
<td>Ashley Skubal, Donna Beim (back-up)</td>
</tr>
<tr>
<td>Suggestion Awards:</td>
<td>Donna Beim, Linda Cahill</td>
</tr>
</tbody>
</table>

**Old Business**
Lisa Arispe reported that Rick Davis will retain his appointment on the Personnel Board. Louise Dolsay was also reappointed to the Personnel Board.

Alicia: Suggested replaying the Two-Minute Tuesday video that goes over how to transfer prescriptions to Walgreens. She asked how you can confirm that a biometric screening is done. Per Carol Feskanin, use the Rally Help Guide.

Donna: Asked if there is a status update to the 9-1-1 dispatchers being classified as high-risk for FRS.
New Business
Lisa brought up that the shoe allowance has been $125 for several years. The average cost for the safety shoes needed by County employees in the field is $160. Tim Closterman, Human Resources, mentioned that shoes was one of about fifteen items discussed at the September EAC Delegate Meeting.

Round Table Comments
- Sick leave accrual rates; use it or lose it.
- Merit program for those going above and beyond.
- Points are received for annual physical; why not add vision and dental?
- Merit pay; leave accrual rates top out at 20 years; to attract millennials, front load time accrual.
  Use up front accrual time as a method to attract millennials as new employees.
- Merit increases.
- What about FACE? Set goals, but then what?
- Matching leave – great!
- Mentoring people in departments.
- Succession planning. How to find out who is retiring and be assured that their knowledge will not be lost.
- Expressing interest in staying with County in other positions.
- Data to share with employees; such as tobacco usage and costs tied directly to usage.
- If there will be anything like a tobacco premium, employees need more advance notice. What will be next?
- Pay incentives and how to get them; we tried the meets/exceeds. What do other organizations do? What about training?
- Suggestion awards needs a completely revamped program, Countywide [Jim V: Can be found in new employee packet]
- Glad about Rewards & Points, but keep in mind that there is taxation on points as well as cash. Do a better job of looking for points.
- Career ladder
- Training the new employee who earns more.
- Morale – how can we bring merit increases back?
- Certification pay and how much is it?
- Motivation / Morale Boosters – Team Player Award. What some appointing authorities do or have done:
  - Employee of the Month
  - Diane Dollars now Thomas Treasures
  - Burke’s Bucks (by Manager)
  - Purchasing Bucks (BCC)
  - Supervisor of the Year; Employee of the Quarter (reasons must be stated)
- No raise on benefits including costs of prescriptions, insurance premiums, co-pays. Concerns for future increases in benefits.

Holly: USF had/has “Quiet Quality Award” via monthly staff nominations. An award is presented and a picture is included in the monthly newsletter and employees are recognized at the annual luncheon.

The results from the Classification and Compensation Study by Evergreen Solutions are expected in March. Jack Loring explained that all the points will be looked at. There are 134 benchmark job classifications. Evergreen and HR will examine pay data for each level including pay grade values and actual salary data. Results of the study may involve changes in titles and pay grades, as well as the pay structure. There may also be format changes for job descriptions. Evergreen will present their
findings, along with their suggestions and recommendations. The Appointing Authorities may accept, reject, or otherwise respond to those recommendations and suggestions as they deem appropriate.

**Adjourned**
Marion Nuraj motioned to adjourn at 4:20pm.

<table>
<thead>
<tr>
<th>Lisa Arispe*</th>
<th>Richard Carvale*</th>
<th>Peg Poole</th>
<th>Linda Cahill*</th>
<th>Bill Gorman*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Donna Beim*</td>
<td>Clare McGrane*</td>
<td>Doris McHugh*</td>
<td>Alicia Parinello*</td>
<td>Randy Rose*</td>
</tr>
<tr>
<td>Mario Ruggia</td>
<td>Ashley Skubal*</td>
<td>Charles Toney*</td>
<td>Jackie Warr*</td>
<td>Marion Nuraj*</td>
</tr>
</tbody>
</table>

*EAC Representatives in attendance at this meeting.