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

Approval of Minutes
Marion Nuraj motioned to approve the EAC Representative minutes for December 20, 2017 with amendments. Donna Beim seconded the motion. Minutes were approved.

Personnel Board Meeting – Updates from January 4, 2018
Charles represented the EAC at the Personnel Board meeting and provided them with updates. Some of the updates included: 1) elections of new EAC Council Officers, 2) Carole Sanzeri - County Attorney’s Office - will be reviewing the Sunshine Law for the Council at the January meeting, 3) Leave Accrual Committee – will meet with the Airport Firefighters regarding their leave accrual, 4) Joanie Read will be the guest speaker at the January Delegate meeting talking about training programs which will be rolling out in March, 5) Lack of merit increases continues to be a key item of discussion with employees and at the EAC meetings, 6) Requested to have a member of the Personnel Board be a guest speaker at an upcoming Delegate meeting this year and extended an invitation to the Personnel Board members to attend any of the EAC Rep and Delegate meetings.

Comments from Holly Schoenherr, Director of Human Resources
The Human Resources Department will be sending out a Benefits Satisfaction Survey to all County employees. Holly provided a draft to the Council and asked for suggestions/changes to the survey before it is distributed on 1/18/2018.

Holly mentioned that the County Administrator is still working on leave programs. She shared aggregate information on Paid Time Off (PTO) Benchmarking for leave accruals for other areas along with leave accruals for the UPS.

The position for a Total Rewards Manager has been posted. The closing date is 1/28/2018. She asked that an EAC Representative be involved with the interviews. Lisa Arispe requested and was delegated to be involved with the interviews as she has been involved with the last few Human Resources interviews.

Guest Speaker – Carole Sanzeri, Senior Assistant County Attorney
Carole discussed the importance of following the Sunshine Law and how it relates to the EAC. She showed a PowerPoint presentation and reviewed the law and details on what the Council is required to follow with regard to meetings, emails and conversations. The Sunshine Law applies to the EAC Representatives because the Council is an advisory group to the Personnel Board.
Committee Reports

Advocate – There is an active case which will be brought before the Personnel Board at the March meeting. Currently there are 6 advocates. Lisa will be scheduling another recruitment meeting in an effort to obtain more advocates. A suggestion was made to have an advocate be the guest speaker at a Delegate meeting.

Legislative – Due to lower projected Florida Retirement System (FRS) interest earnings, the County will have additional costs to pay in the next fiscal year which begins in July. Pinellas County currently contributes 7.92% to the FRS in addition to the 3% from the employee requirement. Charles will provide additional information as it becomes available.

Leave Accrual – A meeting to discuss potential leave accrual changes will be scheduled with the Firefighters at the St. Pete / Clearwater Airport. The committee will meet one hour before the next Representative meeting in February.

Rewards – Nothing to report.

Old Business
Donna requested an update on dispatchers being upgraded to special risk in the FRS.

FACE – Holly was questioned on the use of FACE with all Appointing Authorities. The Appointing Authorities are committed to providing performance reviews. They are not required to use FACE. It is up to each Appointing Authority to decide how to review their employees.

Classification and Compensation Study - Evergreen Solutions is ahead of schedule to provide feedback and suggestions to Human Resources on their findings. Currently the completion date for the study is March 2018.

Performance Review of Human Resources Director – The Personnel Board has requested the EAC provide input on Holly’s review. Holly had provided her Performance Standards to the Council in February 2017. Terri Wallace suggested that the Council be provided a copy of the “Appointing Authority Feedback – Human Resources Director Annual Performance” as a guideline. The Representatives are to be prepared to discuss Holly’s performance at the February meeting. Holly will provide the documents to Charles for distribution.

New Business
Jackie Warr asked how the driving awards are chosen. Holly shared that Risk Management provides the Appointing Authorities with a list of employees who hold a County drivers’ license along with their driving record. Each Appointing Authority can select if and how safe driver awards are recognized.

Marion Nuraj asked why the Credit Union on Roosevelt Blvd. closed. The Roosevelt Branch was apparently closed due to lack of customers. Peg noted that the Credit Union is open to any citizen and is not a part of the County government.
Joanie Read, Organization and Talent Development Officer with Human Resources, will be the guest speaker at the January Delegate meeting. She will provide updates on the new learning paths which will be rolled out in March. They will be offering different levels for a multitude of areas throughout the County.

Round Table Comments

- WageWorks – IRS regulates what has to have receipts and what the money can be used for.
- Classification and Compensation Study – on track to be completed in March.
- Floating Holidays and Personal Days – Can the Personal Day be used in two hour increments? Current policy states the Personal Day may be used in four hour increments.
- Parental leave – To be discussed at the Appointing Authority meeting.
- Why do employees have to use Walgreen for prescriptions? In some cases the Smart90 program is costing employees more for their prescriptions.
- Representatives donate $1 at the monthly meetings to help cover the costs for refreshments provided at Delegate meetings – thank you.
- Goal of EAC Chair - Groom replacements for leading the EAC.
- Thank you for electing EAC Officers: Chair – Charles Toney, Vice Chair – Richard Carvale, and Secretary – Peg Poole.
- Charles requested that all Representatives attend at least one Personnel Board meeting throughout the year and sent around a sign-up sheet.

Adjourned
Ashley Skubal made a motion to adjourn at 4:30. Mario Rugghia seconded the motion.

*EAC Representatives in attendance at this meeting.