Prepared by Peg Poole, EAC Secretary

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

Approval of Minutes
1-17-18 Rep Meeting Minutes: Alicia Parinello motioned to approve the minutes with amendments. Lisa Arispe seconded the motion. Minutes were approved.
1-25-18 Delegate Meeting Minutes: Donna Beim motioned to approve the minutes. Marion Nuraj seconded the motion.

Personnel Board Meeting – Updates from February 1, 2018
Charles represented the EAC at the Personnel Board meeting and provided them with updates. Meeting notes: 1) Rick Davis was re-elected as the At Large member of the Personnel Board; 2) Carole Sanzeri, Senior Assistant County Attorney, reviewed the Sunshine Law to the EAC Representatives at the January meeting; 3) The Leave Accrual Committee will continue to meet to discuss potential changes to the leave accrual, a member of Human Resources will be joining the committee; 4) Joan Read was the guest speaker at the January delegate meeting providing information about training programs. The PowerPoint presentation was very informational.

Comments from Holly Schoenherr, Director of Human Resources
The Human Resources department shared the results of the Benefits Satisfaction Survey. Overall the results were positive. Evergreen Solutions LLC, gave an update to Personnel Board on the Classification and Compensation Study. Money has been included in the 2017/18 budget for some of the projected changes in classifications. A proposed implementation plan will be provided to Human Resources in March.

Holly talked about the results of her evaluation which was provided from the EAC to the Personnel Board. She was surprised at some of the ratings and will work with the EAC on the feedback which was provided by all in attendance at the special meeting held on 2-13-18. The EAC has discussed the importance of a merit program for pay increases. The County Administrator has expressed that money will not be budgeted for merit raises when there is not a plan in place to implement merit raises. This has been an ongoing subject yet there has been little action to develop and implement a merit pay program.

Marion asked if an increase in tuition reimbursement can be considered. Response was the tuition reimbursement is to supplement the cost of tuition. Joanie Read offered to meet with anyone who is interested in taking classes to assist with the Tuition Reimbursement Program.

The interviews for a Total Rewards Manager have been conducted. A decision on the candidate will be made soon. Lisa Arispe assisted with the interview process.
Committee Reports

Advocate – There is an active grievance case which will be brought before the Personnel Board at the April meeting. After the grievance has been completed, Lisa will set a meeting to recruit new advocates.

Legislative – The Legislature is expected to propose an increase in the County’s contribution to the Florida Retirement System (FRS). There are no planned increases for the required 3% for employees, which is currently deducted from salaries.

Rewards – Tim Closterman is waiting for two supervisors to respond to suggestions entered by their employees.

Leave Accrual – Jack Loring will be assisting the Leave Accrual Committee. The information he provided at the committee meeting opened more areas to be considered and researched. Charles contacted the Firefighters at the St. Pete / Clearwater Airport to discuss potential leave accrual changes. The next committee meeting will meet from 1:15 – 2:15 p.m. before the next EAC Representative meeting on 3-21-18. This committee is open to all Reps that are able to make it to the meeting. The County must include funds in the budget to pay for unused leave time for the many employees retiring in the next 10 years. The payouts fall on the department where a person is leaving. The committee may consider including a cap on the amount of time an employee may carry over yearly which would encourage more use of the leave time provided and less banking of excess hours. The idea of new employees being able to buy leave time if needed was discussed. Increasing the leave exchange or having a “window” of increased leave exchange would help get some of the accrued leave off the books prior to employees leaving service (retiring) with the County and having larger payouts of leave hours.

Old Business
The Taleo recruiting system was discussed. Several concerns have been discussed at prior EAC meetings, yet the only area that has been improved is reduction in the amount of supplemental questions when applying for a new position. Other concerns include: ability to print the completed application, offering a paper application, time limit for completing the supplemental questions, lack of experience acknowledgement if an applicant does not meet the minimum education qualifications. Evergreen Solutions LLC, commented that some of the Taleo systems do not function properly.

Donna mentioned that HB 379 was presented in January for the Special Risk category for EMS employees in the FRS. Nothing further has been reported.

New Business
Ashley asked if training can be provided for active shooting incidences. Meagan suggested to contact Risk Management if training is necessary. There is also a YouTube video called “Run-Hide-Fight” which is useful to help with anyone with concerns. It was suggested that Deputy Chuck Skipper from the Sheriff’s Office be invited to speak at a Delegate meeting.

It was suggested to have a representative from the 2-1-1 Tampa Bay Care group as a guest speaker at the March Delegate meeting. Topics for the upcoming joint EAC / Appointing Authorities Meeting in April were discussed.
Round Table Comments

- Lowes offers 10 weeks of parental leave to employees
- Suggest to have a guest speaker from 2-1-1 Tampa Bay Cares at a Delegate meeting. Tampa Bay Cares offers a hot line for Social Services.
- Delegate forms are to be approved and returned by Feb 28, 2018
- Where can used glasses be donated?
- Issues with Smart90 and Express Scripts
- Topics for Appointing Authority meeting in April: paid parental leave, leave accrual, merit pay, double encumbering positions to offer better training prior to a person retiring.
- FACE - Employees to get notification when entries are made by a supervisor or manager

Adjourned

Marion Nuraj made a motion to adjourn at 4:30. Ashley Skubal seconded the motion.

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

*EAC Representatives in attendance at this meeting.