Meeting was called to order at 9:05 am by Charles Toney, EAC Chair.

Introductions:
EAC Representatives, Appointing Authorities (AA’s), and others in attendance introduced themselves. Charles presented a birthday card to Paul Valenti and thank you / retirement card to Mark Woodard.

A sign-up sheet was passed around for the opportunity to speak at the upcoming EAC Delegates meetings for 2019. Charles thanked the Appointing Authorities, Human Resources and others for providing presentations at the 2018 EAC Delegate meetings and stated this interaction is appreciated and well received by the employees.

Respectful Workplace Behavior / Anti-Bullying Policy: led by Charles Toney
A suggestion was presented for consideration to move the administration of the Respectful Workplace Behavior / Anti-Bullying Policy from Employee Relations in Human Resources to the Office of Human Rights due to the level of expertise within their organization and the complexity of these issues when deciding what complaints would be handled under the harassment laws vs. the Respectful Workplace Behavior / Anti-Bullying Policy.

Benefits: led by Lisa Arispe
Lisa presented a suggestion to form a Benefits Advisory Committee in order to provide input from all levels of the County organization. Any changes to the benefits affects all employees and should have a committee to determine on a yearly basis if any changes are necessary and to look at the overall benefits package as a whole. A listing was provided to the group showing examples of other municipal organizations that are utilizing this type of committee for review of benefit changes. The initial thought on this committee was to have discussion mainly on health benefits. Ken Burke commented that this committee should take a look at all of the employee benefits. The AA’s were in agreement to the forming of such a committee. Mark Woodard suggested having a retired employee on the committee as the benefits also have an impact on retirees. He asked if any of the AA’s were opposed to him bringing this to the Board of County Commissioners for approval to form this committee. No negative response from the AA’s.

Parental Leave:
This topic was brought up at the joint EAC / AA meeting one year ago. Many employers in the Tampa Bay area are allowing parents paid leave time in cases of birth or adoption of a child. Pinellas County should be competitive with other employers in an effort to entice and retain employees. Human Resources has been gathering information and will discuss recommendations in 2019.
Total Leave – Addition of Floating Holidays: led by Jackie Warr and Alicia Parinello
Information was provided to the group showing the total leave available to Pinellas County employees as compared to other peer organizations. The initial thoughts when gathering this information was to assist new employees in situations where there was not sufficient leave accrued to cover emergency leave needs. The addition of two Floating Holidays will help with those situations. The information gathered also shows that Pinellas County employees are accruing less total leave than several of our peer organizations. It was noted that several of the peer organizations’ total leave includes a separate sick accrual leave which averages about 96 hours that Pinellas County employees do not have. Many new employees do not want to take time off without pay if they are sick or a family emergency arises. The EAC is in favor of keeping the current single leave bank as opposed to the combination of separate vacation and sick leave time. Even with the addition of two Floating Holidays, Pinellas County is still behind several of our peer organizations in total leave time available. The additional Floating Holiday time is recommended because it is use it or lose it, does not carry over to the next year, would not accumulate over time, and would not have the same impact on the budget as accrued annual leave.

The following is a listing of recommendations for changes to the Pinellas County Floating Holidays:

- Add two Floating Holidays for all employees. The committee discussed the addition of Floating Holidays during the first two years of service. This was to provide the needed “emergency” time at the beginning of the employee’s career when there is little annual leave time accrued. The additional Floating Holidays for all employees will take care of this issue. The addition of Floating Holidays will bring Pinellas County’s total leave closer to other area government employers’ accruals and will benefit in the recruitment and retention of employees.

- Make the Personal Days and Floating Holidays available to new employees, with the following:
  - Divide the Personal Days and Floating Holidays on a straight six month calendar basis during the first year of service, award all if hired prior to June 30th and half if hired after June 30th.
  - Allow carry over of Personal Days and Floating Holidays for new employees, during the first year of service only, whose employment started from June 1st – December 31st.

Ken Burke commented that it seems like this benefit would be good to have the Benefits Advisory Committee review. Other comments included the added desire of employees of having a self-managed total leave bank and the complexity of accounting for the peer group’s sick leave banks with regards to carry over of sick leave to vacation leave and payout of accrued sick leave.

Merit Pay: led by Charles Toney
Merit increases continue to be an important topic brought to the EAC by employees. The EAC has formed a committee and is working with Human Resources representative Meagan Decker to gather information on merit pay systems. There seems to be turnover with newer employees due to no monetary rewards for their efforts. Good quality people are being hired but many are leaving in a year or two when their efforts are not rewarded. Some others that stay become unmotivated to put forth extra effort when currently, if there is a pay adjustment, everyone gets the same increase regardless of the effort put forth. The EAC has requested for several years that a system for a true merit based raise be implemented. The Merit Pay Committee has requested input on merit pay systems that are available. With no input on alternative systems, the committee is reviewing the merit pay system that was previously used by the County. This system was working in the past
and allowed weighted scores in several categories that are specific to the job being performed. The EAC does not consider a large % (previously 80+) of the work force receiving some merit pay increase as a general increase like we are currently receiving. The EAC Merit Pay Committee intends to have a proposal for consideration at the spring 2019 joint EAC / AA meeting. Deborah Clark asked if merit pay was being looked at with the Evergreen Classification and Compensation study. Holly indicated the consultant has provided information that will be presented to the AA’s at their meeting immediately following this meeting. Discussion ensued that the EAC should be included in the process of consideration of a merit pay system. Holly indicated that the information presented to the AA’s will be shared with the EAC.

**Classification and Compensation Study:** Group Discussion
Charles noted that the time was now after 10:00 a.m. The AA’s were asked if they were having any issues with the implementation of the Classification and Compensation study (C & C). There were several comments including issues with: compression, career ladders affected, and changes in position titles (Senior / Supervisor / Specialist III). Mark Woodard asked Canaan McCaslin to update with concerns from his office. Canaan stated concerns with the level of disclosure of information prior to the approval of the C & C Study approval and indicated that some of the issues that are being looked into now (including some incorrect calculations – Crew Chief positions) could have been addressed prior to approval if the information had been provided with the opportunity for feedback from the employees. EAC commented that the employee classification crosswalk information was not made available at the employee level until it was presented to the Personnel Board for approval at the August 2nd meeting, and became public record. It was also noted that the C & C study changes approved at the September 6th Personnel Board meeting have created some organizational issues in respect to pay grades, requirements and duties of some positions compared to others in the County.

**Open Discussion:**
The 2019 EAC Delegate meeting presentation sign-up sheet was received with several dates filled.

Meeting adjourned at 10:25 a.m.

| Lisa Arispe* | Donna Beim* | Linda Cahill* | Richard Carvale* | Leena Delli Paoli |
| Bill Gorman* | Clare McGrane | Doris McHugh* | Marion Nuraj | Alicia Parinello* |
| Randy Rose* | Mario Rughia | Charles Toney* | Jackie Warr* |

*EAC Representatives in attendance at this meeting.