



## Employees' Advisory Council – Delegate Meeting Minutes

Extension Services, 12520 Ulmerton Road, Largo, FL

Thursday, March 21, 2019, 8:00 a.m. – 10:00 a.m.

Prepared by Leena Delli Paoli

### Call to Order

The EAC Delegate meeting was called to order at 8:00 a.m. by Chair Lisa Arispe.

### Comments from Terri Wallace, Human Resources Manager

- Terri Wallace is the Manager for the areas of Total Rewards, Organizational & Talent Development and Planning & Performance
- She had many suggestions to improve the workplace
  - Instead of looking at situations and trying to solve a problem, instead look at it as an enhancement of what is going well. Work on creating an encouraging workplace for all employees.
  - “Statistically speaking, turnover is the highest in the first three (3) years of employment. Why is that? We need to make sure that we are doing what we say. If we say that we are an accepting environment and encourage diversity, then we need to do that because a lot of times we don’t.” [Most of the time if employees do not feel accepted, it is because others are not aware of the impact for the new employee.]

### Comments from James Valliere, Human Resources Business Partner

- The results of the Secondary Reviews, of the Compensation and Classification Study, were sent to those employees who submitted a request for review. [Results were sent March 6<sup>th</sup> via email.] Based on the results [of more than 500 secondary reviews, the decisions were such that] sixty-two (62) employees are eligible to appeal [further] to HR.
  - Based on a suggestion from the Personnel Board, on March 12<sup>th</sup> follow-up phone calls were made to fifty-three (53) employees who had not yet submitted a request [for appeal to ensure they got their notification and knew what they could do].
  - Those [appeal request hearings] requests are currently underway. HR is attempting to have the results back to the individual within 10 days of their hearing. [As of the EAC meeting, 27 had sent in appeal requests.]
  - Appealing employee is given the majority of the time to state their claim. HR is reviewing the position not the individual
  - If HR [Benefits] determines that there will be no change to the Evergreen decision, the employee may appeal to the Personnel Board

### Guest Speaker – Barry Burton, County Administrator

- Merit Pay is important but it must be perceived as fair. It has to be well put together. Prior to jumping into a Merit Pay System it has to be done right and it must be consistent, [and we need to have a good performance management system in place. But it is a priority of mine to establish that and work with the EAC to do that.] [There is a meeting scheduled with the EAC Rep from the merit pay committee scheduled with Mr. Burton in April.]
- Secondary Reviews – Use the appeal process if you are eligible. If you are not eligible to appeal, in the future you can always request a review of your position. There will never be a time where all employees are satisfied with the outcome, however we do our best.

- Back pay cannot be provided in the State of Florida except under very specific situations
- He does not feel that there is favoritism one way or the other between existing and new employees. We have to create an environment where employees want to stay, and this may result in them being more open to learning from those who have already been here
- Currently working with high schools and colleges to make students aware of government jobs; looking at getting interns from the schools.
- Stated he cannot speak on hazard pay or first responder classifications. Has not had an opportunity to look at the positions.
- Received a strong response to his live feed session. He will do more in the future and hopes to be able to answer questions in real-time
- He could not give a direct response regarding the use of Medical Marijuana by employees. Will have to look into the county's policy. [When it comes to any substance abuse issue and the workplace, it is all about observed behavior. So if there are observable issues that make colleagues or leadership concerned and if it impacts your ability to work and do your job then that is a problem. There is a countywide drug-free workplace policy and it is still illegal at the federal level.]

**Comments from EAC Chair, Lisa Arispe**

- EAC Representatives will be reaching out to delegates regarding the Human Resources 2019 Goal Development Survey. The survey is intended to inform HR of our opinion on the importance level and urgency level of various items that were previously requested. We will be compiling the results so that we will have a representation of all Pinellas County Employees.
- Our Biannual meeting with the Appointing Authorities is scheduled for May 14, 2019.
- The Shoe Allowance for employees under the BCC will be increased to \$150.00, from the current \$125.00, effective October 1, 2019.

**Open Discussion**

- A Friend In Need (AFIN) – Concerns about the inability to donate time to an employee while they are waiting to receive long term disability. Also why can't you donate to your direct supervisor or employees?
  - There are legal issues related to donating during the waiting period and as supplemental to leave, using as 1/3.
  - We can look at being able to donate to your directs, however that policy was put in place to prevent coercion and/or the perception of favoritism
- Is HR going to look into Voluntary Benefits
  - Hopefully we can do an RFP to look in this area. Unfortunately we cannot just choose a company to use for Voluntary Benefits. We have to have interviews and allow for bids.
- HR Communication Survey has been sent out. Employees are being asked to let HR know how they would like to receive communication
  - Asked point of contact in field locations to hand employees paper versions of the survey
  - Survey ends April 5<sup>th</sup>

**Adjourned**

Meeting adjourned at 10:00 a.m.

Lisa Arispe*	Donna Beim*	Linda Cahill*	Richard Carvale*	Kevin Connelly
Leena Delli Paoli*	Henry Gomez*	Bill Gorman	Clare McGrane*	Doris McHugh*
Marion Nuraj*	Randy Rose*	Ashley Skubal*	Chris Steiermann*	Charles Toney*

\*EAC Representatives in attendance at this meeting.