



Employees' Advisory Council – Representative Meeting Minutes

County Office Annex, Room 429, Clearwater, FL

Wednesday, May 15, 2019, 2:30 p.m. – 4:41 p.m.

Prepared by Leena Delli Paoli

Call to Order

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

Approval of Minutes

- The April 17, 2019 Representative meeting minutes were tabled until the next meeting.

Comments from Holly Schoenherr, Director of Human Resources

- EAC Representative Visits – At the April meeting Holly Schoenherr had stated that she planned to visit each of the Representatives at their work site to see what it is that each of us does and also to meet some of our colleagues. She met with some of the Representatives, but still has a few more visits to do.
- United Health Care – A meeting is scheduled with United Health Care for May 22nd in which Lisa Arispe and Suzanne Pascarella will attend.
- Classification and Compensation Study – All of the Human Resources Appeals have been completed. Twenty of the employees who appealed have already received the results. The remaining employees should receive their results by the end of May. After receiving their results, two of the employees have expressed interest in having their appeal heard by the Personnel Board.
- Benefits Committee – Human Resources will take the lead on this committee. Due to other areas of the HR goals, this will take place in 2020.
- Merit Pay – In order for the Appointing Authorities to come up with a good plan, they will need to have further discussions which will probably take place in June. Holly plans to take an anonymous survey at the EAC Delegate Meeting to get their thoughts on how they think the Merit Pay system should work.
 - The merit pay system must have set requirements to clearly show what is expected and what is considered above and beyond.
- 2019 Employee Voice Survey – The survey should roll out in Mid-August. HCP Associates will conduct the survey again this year. Using an outside company allows for employees to answer survey questions honestly and without the fear that they will not remain anonymous. No members of Human Resources, or other Appointing Authorities, receive the raw data. HCP Associates are scheduled to attend the July EAC Delegates Meeting.
- Meeting between Holly Schoenherr and Lisa Arispe – A meeting was held to discuss the attendance of Human Resources employees at the EAC Representative meetings. As a result of the meeting less HR staff will attend the meetings. Jim Valliere and Carol Strickland will attend the meetings as liaisons to the EAC and a benefits representative will attend to discuss any benefits questions. No management from HR will attend the EAC Representative meetings unless they are attending in place of Holly.
- Outside Requests for Employee Records – All personnel records are public records and will be provided upon request. Only items that are considered protected under Florida Statute will be

redacted. If there is confusion over the request we may ask for clarification, however we are not able to ask why the information is being requested.

Personnel Board 05/02/19 Comments

Marion Nuraj attended the May 2nd Personnel Board Meeting. As Vice Chair, he updated the Board on our plans to discuss Merit Pay at the upcoming EAC/AA Meeting and proposed Bylaw changes that are still under discussion.

Committee Reports

- Advocates – Camille Evans placed information about the Employee Advocate Program in the Leadership Notes. The information encourages leadership to allow employees to become advocates.
- Awards Committee – The information about the awards that were just given out should be coming out in the next issue of the Pen.

Old Business

- HR Director Review – Lisa Arispe will ask the Personnel Board about their timeline for the upcoming year.
- Bylaw changes and SOPs – Several motions were made and withdrawn regarding Bylaw changes and the implementation of SOPs.
 - Based on the specific language of our current bylaws, we must first provide notice to the Personnel Board, and the Human Resources Director, of our intent to make changes to the bylaws.
 - We did not feel that mentioning that we were looking at amending the bylaws at the Personnel Board Meeting qualified as notice, so it was decided that Lisa Arispe will instead send each of the Personnel Board Members written notice of our intent to amend the bylaws. The Human Resources Director, Holly Schoenherr, was noticed at this meeting.
 - Each of the EAC Representatives are able to suggest Bylaw changes and/or ideas for SOPs and send them to Lisa Arispe.
 - Lisa will compile the submissions for discussion at the next meeting.

New Business

- EAC/AA Meeting – Felt that the meeting went well. Charles' presentation really gave the Appointing Authorities a lot to think about and really started the ball moving. It's great to hear that the Appointing Authorities will be having additional meetings to discuss merit.
- Ashley Skubal mentioned that in addition to being part of the requirement to prevent paying an additional health premium, the Rally Health Survey leads to Wellness Series topics that relate to employee needs.

Adjourned

Marion Nuraj made a motion to adjourn at 4:41 p.m., seconded by Donna Beim.

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*	Christian Steiermann*	Charles Toney*

*EAC Representatives in attendance at this meeting.