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## EAC Overview

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### **Our Mission**

The mission of the Pinellas County Employees' Advisory Council (EAC) is to continually improve the Pinellas County classified employees' quality of work life by interacting cooperatively with the Appointing Authorities, advocating the views of classified employees, and by delivering candid, effective feedback to the Personnel Board on how employees perceive proposed Board actions affecting them.

Our authority to exist is protected by the Unified Personnel Act, Florida Statutes 77-642, Section 7 which reads:

*“Section 7. Employees' Advisory Council. There shall be an Employees' Advisory Council which shall serve in an advisory capacity to the Pinellas County Personnel Board concerning personnel matters, policies, rules, and regulations affecting Pinellas County employees. The size and department representation of the Employees' Advisory Council shall be determined by rule of the Personnel Board. All members of the Employees' Advisory Council shall be members of the classified service and shall be elected by their fellow employees. Members of the Employees' Advisory Council shall serve a two year term of office. In case of a vacancy, a new member shall be selected in the same manner as his predecessor and serve out the unexpired term.”*

### **Our Organization**

There are fourteen (14) elected representatives on the EAC of which eight (8) are allocated to departments under the County Administrator, two (2) to the Clerk of the Circuit Court, and one (1) each to the Property Appraiser, the Supervisor of Elections, other Appointing Authorities, and the Tax Collector. One (1) “Representative at Large” is appointed by a quorum of the 14 EAC elected members.

The EAC structure includes delegates at every worksite throughout Pinellas County. The mission of these delegates is to act as an up-and-down communication link between employees at their work locations and the Council's representatives.

Many of our members serve with management on joint committees or task forces that cover a wide array of subjects such as health benefits, leave, pay for performance, grievances, ethics, safety and affirmative action.

To guide Council members in their day-to-day business, we have a set of bylaws outlining our role in county government and covering other matters such as

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membership, meetings, voting, elections, committee activities and the duties of our officers.

### **Our Representatives and Delegates**

Representatives (15) meet each month on the third Wednesday. Representatives are elected to a two year term.

Delegates (approximately 75) meet bimonthly in January, March, May, July, September and November on the fourth Thursday. Delegates are appointed through an informal process for a one year term.

### **Our Role**

Our employees want to be informed about or included in all levels of the decision-making process where quality of work life matters are concerned.

We see our role in the organization primarily as communicators and facilitators between the classified service, management and the Personnel Board. Our role is advisory in all matters that come before us, whether from the Appointing Authorities, the Director of Human Resources, or the classified service. We concentrate on those situations which have a general impact on employees within the Unified Personnel System. We will take action only on broad issues of general importance and will refer any narrowly defined issues or personal grievances to the proper authority. We feel that when issues arise from within the classified service that can be spoken to by this Council, that we should use our understanding and position to clarify the personnel policy or rules that speak to the issue. However, when direct or formal action is indicated we will discuss the issue thoroughly before taking positive action or referring the matter to the Director of Human Resources or others. Depending on the nature of the topic, we may choose to make it an EAC goal.

While we recognize and respect the organizational structure of the Unified Personnel System, we feel it is essential that Council members reserve the privilege to communicate directly with Appointing Authorities about matters that have not yet been acted upon formally by the Director of Human Resources or the Personnel Board. We believe it is the role of the EAC to foster good employee relations. There are situations that can be handled more effectively by a visit or memo from a Council member directly to an Appointing Authority or by inviting the Appointing Authority to attend a regular Council meeting to address the issue. The "open door" policy we have enjoyed has been a major factor in establishing the EAC's credibility as an organization.

In this time of greater employee involvement, participative management and quality improvement, we regard the EAC as a vital component of Pinellas County government. It is our desire to avoid situations which will create adversarial feelings or polarization. Perhaps our greatest responsibility is to speak directly and candidly to the Personnel Board on behalf of the classified employees.

We are proud of our past accomplishments, and we look forward to improving the EAC as the collective voice of the Pinellas County Classified Service.

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### Our Pledge

- To give generously and conscientiously of our time and effort to ensure that our mission is fulfilled and compatible with the overall policies, rules and procedures of Pinellas County government.
- To diligently and dedicatedly pursue our major responsibility of advising the Personnel Board on those significant human resource matters which affect the classified service employees.
- To remain ever aware of the desire of employees to know more about the processes which govern their work lives and to do everything possible to keep them informed about, and involved in, each step of the decision-making process.
- To conduct all our business in an open and candid manner and to do so without creating adversarial feelings or polarization within the county structure.
- To continue and broaden our participation in joint management/employee committees to ensure that the feelings and opinions of employees are considered before decisions are made.
- To conduct ourselves at all times in a manner which will engender the support of employees as well as management.

### Our Web Page

Visit our EAC web page at [www.pinellascounty.org/hr/eac](http://www.pinellascounty.org/hr/eac) for more information including membership list, meeting minutes and bylaws.