

Clearwater, Florida, October 10, 2013

The Unified Personnel Board (UPB) met in regular session at 6:28 P.M. on this date in the County Commission Assembly Room, Fifth Floor, Pinellas County Courthouse, 315 Court Street, Clearwater, Florida, with the following members present: Daniel M. Andriso, Chair; Andrea S. Daggett; Keith C. Dekle; Angela Outten; and Joan Vecchioli.

Not Present: Ricardo Davis, Vice-Chair; and Keith Bailey.

Also Present: Peggy Rowe, Director of Human Resources; Michelle A. Wallace, Senior Assistant County Attorney; Charles Toney, Employees' Advisory Council Chair; Trudy Futch, Board Reporter, Deputy Clerk; and other interested individuals.

#### AGENDA

EAC

#### Item I. Employees' Advisory Council Representative

#### Item II. New Business

Human Resources

1. Request Approval of Change in Meeting Date from January 2 to January 9, 2014.
2. Request Approval of Change in Meeting Date from July 3 to July 10, 2014.
3. Annual Performance Review of the Human Resources Director.

#### Item III. Information Items

Human Resources

1. Action Taken Under Authority Delegated by the Unified Personnel Board to the Human Resources Director.

Human Resources

2. Report on Personnel Rule Review Committee.

#### CALL TO ORDER

Chair Andriso called the meeting to order at 6:28 P.M.; whereupon, he led the Pledge of Allegiance to the Flag.

#### EMPLOYEES' ADVISORY COUNCIL (EAC) REPRESENTATIVE

Referring to the hearing held at the September UPB meeting, Mr. Toney expressed concerns regarding the final outcome statement and indicated that upon review of the

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appeal evidence, it appeared that management had difficulty in pointing out the particular Federal HIPAA laws and other state and county rules the employee, individually, had violated. He stated that when presenting evidence, management should be organized and prepared to show what laws were broken by the employee, with each law defined and addressed by the Board, and discussion ensued; whereupon, Ms. Rowe stated that the Appellant has requested reconsideration of the decision, and discussion of the case might be inappropriate. Chairman Andriso pointed out that questions could be posed to the County Attorney next month when he presents the "Personnel Act" before the Board.

Concluding his update, Mr. Toney expressed his appreciation for the consistent guidelines between the departments when enforcing the rules; related that Pinellas County employees would soon be receiving a three percent pay increase; and invited the Board to attend the Pinellas County Legislative Delegation meeting at St. Petersburg College, Seminole Campus, on October 31, 2013.

## NEW BUSINESS

### Change in Date for January Meeting – Approved

Ms. Vecchioli moved, seconded by Mr. Dekle and carried, that the January 2, 2014 UPB meeting be rescheduled to January 9, 2014.

### Change in Date for July Meeting - Approved

Ms. Vecchioli moved, seconded by Mr. Dekle and carried, that the July 3, 2014 UPB meeting be rescheduled to July 10, 2014.

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Deviating from the agenda, Chair Andriso indicated that Agenda Item No. II. 3. would be moved to the end of the agenda, and no objections were noted.

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## INFORMATION ITEMS

### Human Resources Director Action Taken Under Authority Delegated by the UPB

Chair Andriso, with input by Ms. Rowe, referred to the document titled *Human Resources Director Action Taken Under Authority Delegated by the Unified Personnel Board*,

which has been attached and made a part of the minutes, and indicated that the item lists the actions taken by the Human Resources Director during the period September 8 through October 6, 2013, is informational in nature, and requires no action by the Board.

#### Personnel Rule Review Committee

Ms. Rowe distributed a document titled *Current Personnel Rules*, a copy of which has been filed and made a part of the record, and indicated that action has been taken to combine similar rules regarding classification, promotions, and pay plan, and to determine whether a rule should be a UPB rule or a policy; and that County Attorney James L. Bennett would discuss the Personnel Act in detail before the Board in November.

#### Affordable Care Act

Human Resources Manager David Blasewitz conducted a PowerPoint presentation titled *Affordable Care Act: Impact of Federal Health Reform on Pinellas County*, a copy of which has been filed and made a part of the record, and provided information relative to the impact on Pinellas County and its employees, including:

- Health care costs have been placed on W-2 forms.
- A uniform summary of benefits and coverage (SBC) has been introduced to the employees.
- Flexible Spending Account maximums have been lowered from \$5,000 to \$2,500.
- An adjustment to the Medicare tax has been made regarding high-income employees.
- The Patient Centered Outcome Research Institute (PCORI) fee of \$1.00 per participant has been paid. This is one of several fees for which the County is responsible.
- Notification to the employees of the availability of coverage through the Federal Government's Health Insurance Marketplace has been distributed.
- The excise tax on medical devices may flow through the insurance plans to the employees.
- The collecting and reporting of employee information to the federal government will be implemented in 2015.

Mr. Blasewitz indicated that Business Technology Services and other departments are working on compliance of governmental reporting regarding employee plan participation that must be completed by 2015; that the Affordable Care Act mandates 100 percent employer paid preventive care, which the County already offers; and that certain provisions of the Affordable Care Act would not apply, as Pinellas County is grandfathered under the Act due to its existing generous employee plans.

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In response to queries and concerns by Chair Andriso and Ms. Vecchioli regarding deductibles and the impact of the “Cadillac” provision, Mr. Blasewitz reiterated that the Act would modestly impact the employees; that the employee or employer could be responsible for penalties if the employee participates in the marketplace, rather than the employer’s plan; and that, in addition to the afore-mentioned PCORI fee due in 2014, Pinellas County must pay a Transitional Reinsurance fee of \$63.00 per member to the federal government by January 2015 to help finance costs of the public marketplaces, as the costs are shared with the employers and not directly passed to the insurers. He stated that the government may implement a Cadillac excise tax for over generosity of an organization with its healthcare plan, but this would not go into effect until 2018, and is currently being addressed by the departments; and that most organizations plan to continue their healthcare plan while observing the Affordable Care Act unfold; whereupon, Chair Andriso noted that the Affordable Care Act is still evolving, and there are, as of yet, no experts on the plan.

Responding to queries by Mr. Dekle, Mr. Blasewitz indicated that the Affordable Care Act does not affect Pinellas County retirees; and that the Board would be kept apprised of changes to the Pinellas County benefits and healthcare plans.

#### Annual Performance Review of the Human Resources Director

Chair Andriso indicated that this is the first year that the standard management staff performance appraisal form, consisting of six to seven pages, has been used to appraise the performance of the Director of Human Resources, and that many of the appraisers did not use the new form and only provided comments; and that input had been received from the Personnel Board and the Appointing Authorities relating to the performance review of Ms. Rowe; whereupon, he read comments from those who contributed to her review and congratulated Ms. Rowe for an outstanding performance appraisal.

Ms. Rowe thanked the Chair, the Board Members, and the Appointing Authorities for their comments and noted that she could not do her job without her staff and the support of the Appointing Authorities and employees throughout the County.

#### MISCELLANEOUS INFORMATION ITEMS RECEIVED

The following miscellaneous information items were received for filing:

1. Management and Supervisory Notes for October 2013.

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2. Training Schedule for October 2013.
3. Minutes of the EAC Representatives meeting of July 25, 2013.

ADJOURNMENT

The meeting was adjourned at 7:20 P.M.

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Vice-Chair