

# The Pen

## Pinellas Employees Newsletter

July 2015 • Vol.43 No.7

To view past issues of *The Pen*, visit  
[www.pinellascounty.org/hr/publications.htm](http://www.pinellascounty.org/hr/publications.htm).

*the*  
**Colors**  
 of PINELLAS

The 2015 Colors of Pinellas Employee Art Show, sponsored by the National Arts Program®, was a huge success with 179 works of art from over 120 employee, relatives, and volunteers.

THE  
**NATIONAL**  
**ARTS**  
 PROGRAM®  
For the encouragement and development of artistic talent

One of the judges summed it up nicely: "I was impressed with the number of fine pieces of artwork in the show. In my eyes, everyone who submitted is a 'winner' for having created the work and then participating."

Here are photos of the 1st place winners. [See a gallery](#) of the artwork submissions online. But the best way to view the art is in-person at the Courthouse, 315 Court Street in Clearwater. The show remains on display through Tuesday, July 28.

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Ric Davis (Chair, Unified Personnel Board) with Lansdowne at award ceremony.



### FIRST PLACE AWARDS

*The Color of Love*, Debra Lansdowne, Communications, **Best of Show**

*Little Rascal's Petey the Pitbull*, Cassy Combs, Volunteer-Animal Services, **People's Choice**

*Ashleigh's Work #1*, Ashleigh Reilly, Relative-Utilities, **First Place-Youth** category

*Flower in Bloom*, Felicity Ackley, Relative-Human Resources, **1st Place-Teen** category

*River View*, S. Jane Muhrlin, Communications, **1st Place-Amateur** category

*Alligator Reflections*, Gabrielle Harrison, Volunteer-Parks, **1st Place-Intermediate** category

*Old Rusty Cross*, Stella Mansfield, Communications, **1st Place-Professional** category

**Best of Show**  
*The Color of Love*  
 Debra Lansdowne,  
 Communications



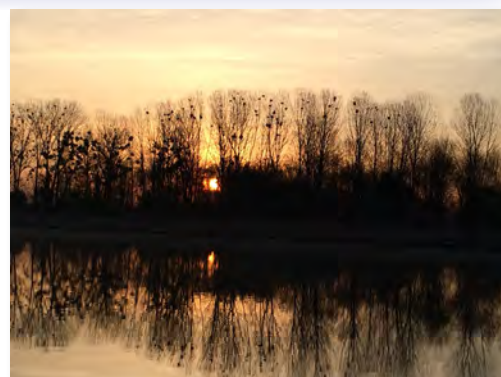
### 1st Place-Youth

*Ashleigh's Work #1*  
 Ashleigh Reilly, Relative-Utilities



### People's Choice

*Little Rascal's Petey the Pitbull*  
 Cassy Combs, Volunteer-Animal Services



### 1st Place-Amateur

*River View*, S. Jane Muhrlin, Communications

More on page 4.

## Employee Spotlight

### Dawn Grasso

Administrative Support Supervisor  
Supervisor of Elections



#### **What is your job in 25 words or less?**

I supervise Pinellas County poll worker training at three sites with a staff of 30 to train up to 3,000 poll workers for Election Day.

#### **Why did you first choose to work for the County and why do you stay?**

Previous to moving to Florida, I traveled the world as an International Business Consultant where I had many adventures. My motto was *Life is a daring bold adventure or it's nothing at all!* I also loved to write and I published a political thriller called "Code Breakers" by D. S. Peterson. Then the white sandy beaches and brilliant turquoise waters of Pinellas County called my name and I moved here to write. But a funny thing happened on the way to

the beach ... I remembered that I like to eat. And to eat, I needed a job! During that rude awakening my Pinellas County Voter Information Card arrived in the mail and by divine intervention I was prompted to call the Elections Office to see if they needed help during the 2008 Presidential Elections, which they did.

I stay with the Supervisor of Elections because Deborah Clark, the SOE Team and Pinellas County are great to work for with decent pay, good opportunities and great benefits. That and I hold the right to vote in high esteem; we at the Supervisor of Elections are the Gatekeepers of Democracy.

#### **How do you help make Pinellas County a great place to live, work and play?**

My husband and I give back to the community with service projects and fundraisers. Our signature fundraiser is a dinner dance called the Harvest Blessing Bash where we raise money for a local food pantry, with last year's donations totaling \$6,000.

We've also just launched a new project called Frozen I.C.E. where we provide Emergency Information Kits to Pinellas County residents. The kits are placed in the freezer with a magnet on the freezer door to signal first responders.

#### **What is something that makes you unique, that only a few people know about you?**

I write books, write and produce audio and stage productions and do a bit of work in front of the camera as well. I'm now working on film projects for the Supervisor of Elections, for other businesses, and the funeral home my husband, Pete Grasso, and I operate. I'm currently working on photo shoots and film clips that focus on our Celebration of Life services. But then some days I switch gears and head to a church or cemetery where I hug necks and wipe away tears as families say goodbye to their loved ones.

#### **If you could take a vacation anywhere, where would you go?**

I would grab my husband's hand and fly off on a European adventure, then Istanbul, then back to London on the Orient Express. Then we'd find our way back home to Pinellas County and the best beaches in the world!

### OurSpace

Don't forget to check the employee blog – **Our Space** – regularly.

Bookmark it. There is news every day!

**YOU** can post to the blog. It's easier than you might think – give it a try! Share your photos, celebrations, upcoming events and check for the latest news from the County.

If you have questions, please contact Mary Sault at 464-5098 or [employee.communications@pinellascounty.org](mailto:employee.communications@pinellascounty.org).

### The Pen

PUBLISHER: Peggy Rowe

EDITOR: Laura Berkowitz

ASSISTANT EDITOR: Mary L. Sault

A monthly publication by the  
Pinellas County Human Resources Department

#### **How to Participate:**

It's easy to get involved in *The Pen*. You can contribute by informing us of noteworthy news or sending us story ideas.

You can also ask about writing a guest column or submit photos of co-workers at work in your department.

PHONE: (727) 464-5098

FAX: (727) 453-3660

E-mail: [employee.communications@pinellascounty.org](mailto:employee.communications@pinellascounty.org)

**The Employee Spotlight focuses on you. If you would like to nominate a fellow employee, please send his or her name, position, and why you are nominating them to [employee.communications@pinellascounty.org](mailto:employee.communications@pinellascounty.org). View previous **Spotlighted employees**.**



## BLOOD DRIVE

**Every donor is  
three more lives  
saved!**

### Mark Your Calendars

**Clearwater Courthouse**  
315 Court Street  
West Parking Lot  
Thursday, August 6  
10:00 a.m. - 3:00 p.m.

# ASK PEGGY



Peggy Rowe  
Director of Human Resources

**Q.** We haven't heard anything about any raises in the budget this year. Will this be included in the final budget for fiscal year 2016?

**A.** The County Administrator presents the budget to the Board of County Commissioners on July 21. It is projected that permanent County employees will receive a 3% increase for a third straight year. There are several more steps in the budget approval process including public meetings. The Commissioners will approve the final FY2016 budget in late September of this year.

**Q.** When did the County stop keeping track of unscheduled leave? Are departments still

allowed to penalize people for their unscheduled leave/occurrences? One of my coworkers was told that the County stopped keeping track of that years ago, but our department still does.

**A.** The County continues to track leave – scheduled and unscheduled – through OPUS.

A basic premise of employment is showing up, and employees are expected to be at work as scheduled. Fortunately most of our employees use their leave responsibly. The unexpected happens: people get sick, children get sick, cars break down, plumbing leaks. When these events take place, we often must stay home to attend to them.

However for those who misuse their leave, Appointing Authorities have guidelines to help manage that excess. Your Appointing Authority or their designee determines the policy for your agency.

**Q.** Are e-cigarettes part of the County's tobacco policy?

**A.** They are. Along with lighted tobacco products, the policy prohibits the use of "electronic cigarettes" and other similar devices. You may [view the policy](#) on the Intranet.

*Peggy*

## Important information about employee activation during declared emergencies

Do you have children who need care and supervision when you are at work?

Unless you have an approved exemption, all employees will respond in the event of a declared emergency.



Once again, the County in partnership with R'Club will provide **FREE** child care services in the event of a declared emergency. Children of County emergency responders who are eligible:

- 2 months of age through 5th grade, and
- special needs children through age 22.

There are three locations throughout the County.

**You MUST**  
**pre-enroll for childcare.**

Complete the necessary paperwork now to reserve your spot.

## BenefitsU Just Two Steps

Have you completed your 2015 online health assessment and biometric screening yet? Chances are you just said "no." Only 10% of us have done both so far. It's just two steps that will save you \$500 in 2016 by earning you a preferred health insurance premium.

**Step one:** Get the [biometric screening](#).

**Step two:** Complete the online [health assessment](#).

Did you know that the aggregated data from the health assessments helps us deliver programming that is meaningful to you, like pre-diabetes and tobacco cessation programs and the remote fitness centers?

What are you waiting for?



Would you like feedback from your supervisor about his/her expectations but don't quite know how to ask? There is a **new** **"Tips for Employees"** FACE tool with sample questions to get you started. Get talkin'!



### 1st Place-Professional

*Old Rusty Cross*  
Stella Mansfield  
Communications



### 1st Place-Teen

*Flower in Bloom*, Felicity Ackley  
Relative-Human Resources



### 1st Place Intermediate

*Alligator Reflections*  
Gabrielle Harrison  
Volunteer-Parks

## Training & Development Upcoming Classes

Some classes fill up quickly so request enrollment early through [OPUS Learning Management \(OLM\)](#).

### Lunch 'n' Learns 12 p.m. (Tuesdays) and Breakfast Bites 8 a.m. (Thursdays)

There are still some seats open for the remaining one-hour sessions held throughout the rest of July. Simply search in OLM for either "Lunch" or "Breakfast" to see session topics, then request enrollment.

#### Accountability That Works 8/17

Learn the tools needed for a greater sense of empowerment and increased productivity. Participants will learn to view accountability as an ongoing process for achieving personal effectiveness. Learn how to ensure that every task has a clearly defined owner and agreement. Empower yourself to keep agreements and hold others responsible. Be accountable without being defensive and learn from mistakes.

#### Managing Change 8/19

Examine why people resist change and learn ways to minimize the trauma caused by change. You will learn a six-step approach to implementing change. Understand why resistance to change exists along with how conflict is often a part of managing change.

To view a complete list of all courses, along with descriptions, go to the [Consortium Training Catalog](#). Need assistance? Contact Training and Development at 464-3796 or email [training@pinellascounty.org](mailto:training@pinellascounty.org).

## Promotions

Promotions listed are for June 2015.

### Board of County Commissioners

#### Ambulance Billing/Finance Services

Jason DeCou..... Dept Comp Supt Tech

#### Convention & Visitors Bureau

Blair White..... CVB Sales Rep

#### Management & Budget

Barbara Hastings.....Dept Admin Mgr

#### Public Works

Kenneth Fluitt..... Trades/Fld Svc Wkr

Matthew Laverdure ..... Spray Tech Ld

#### Utilities

Da Hoang..... Eng Tech

Stanley Keim ..... Meter Rdr Sr

## TECH BITS MICROSOFT WORD: EASY COVER PAGES



Use the "built in" Cover Pages. Here's how:

1. Click on the Insert tab
2. Click on Cover Page in the Pages group.
3. Choose a cover page; customize it to fit your needs.

To learn more time saving tips on how to make technology more productive, **sign up for BTS' Breakfast Bytes series** at the EpiCenter; search "Breakfast" in OPUS OLM for more information.

Find more Technical Training Resources at [BTS Enterprise Technical Training](#).

Now it's OK to  
**Judge**  
Something by its COVER

## In case you missed it!

July is "Park and Recreation Month." The July [To Your Health](#) newsletter contains lots of resources to get outside and enjoy our parks.

Being the new kid is no fun! July's [Leadership Notes](#) topic is all about welcoming new employees to the County.

# SERVICE ANNIVERSARIES

## 30 YEARS



Teresa Del Rio, *Clerk of the Circuit Court*, Valerie Andreichuk, *Utilities*



Ivanetta Dorsey  
*Transportation and Stormwater*

## 25 YEARS



Gregory Smith, *Public Works*, Theresa Jewell, *Clerk of the Circuit Court*, Thomas Reed, *Parks & Conservation Resources*

## 25 YEARS



Vincent Colucci  
*Utilities*

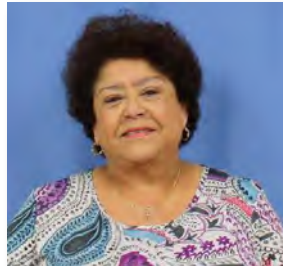


Gina Hostetler  
*Safety & Emergency Services*



Diana Novich  
*Public Works*

Ada Soto  
*Property Appraiser's Office*



## 20 YEARS



Michael Cheer, *Property Appraiser's Office*, Vincent Saporito, *Business Technology Services*, Bruce Brandemihl, *Public Works*



Lawrence Larry  
*Tax Collector's Office*

## Unavailable for Photo

**25 YEARS** John Novich, *Public Works*, Mattie Odums, *Human Services*

**20 YEARS** Harold Kiehl, *Parks & Conservation Resources*

## 15 YEARS

Laurie Branley..... Safety & Emergency Services  
Audra Buckley..... Clerk of the Circuit Court  
William Gehan ..... Utilities  
Laura Knapp ..... Safety & Emergency Services  
Glenn Schmidt ..... Public Works  
Robert Warmuth..... Public Works  
John Way..... Real Estate Management  
LJ Wood ..... Public Works

## 10 YEARS

James Battyanyi..... Tax Collector's Office  
Marjorie Brown..... Building Services  
Frank Fazio ..... Real Estate Management  
Dean Galate..... Solid Waste  
Glen Griffith ..... Safety & Emergency Services  
Perry Hendershott..... Building Services

Donald Hoffman ..... Real Estate Management  
Brian Johns..... Public Works  
Andrea Jordan..... Safety & Emergency Services  
Albert McCloud ..... Building Services  
Raymond O'Brien..... Tax Collector's Office  
Shannon Ransom..... Utilities  
Adele Solazzo ..... Court Adjunct  
Dawn Teabout ..... Tax Collector's Office

## 5 YEARS

Sean Bell ..... Utilities  
Marlone Bradham..... Utilities  
Deborah Frank..... Safety & Emergency Services  
Wendy Grimes..... Supervisor of Elections Office  
Janet Hamilton ..... Supervisor of Elections Office  
Dana Riiska..... Real Estate Management

## Employees take top honors during 2015 Pinellas Citizen University

By Libby Bolling, Pinellas County Communications Department

Photo courtesy of Pinellas County Communications.

This year, more than 17 different departments and constitutional officers participated.

The schedule changes a bit year-to-year, but with every session citizens get an invaluable insight into the things you, Pinellas County employees, do every day.

What doesn't change every year is the reaction these citizens have to witnessing your work, dedication and professionalism. Most every participant reports a positive change in attitude from what they thought about the government, department or constitutional office before a session and what they think after a session.

This year's class was no different.

Surveys are filled out after each session. And the results say it all.

*"Excellent, knowledgeable, enthusiastic, and friendly people throughout."*

*"I love seeing the software and technology being used to benefit Pinellas County. I feel better knowing that people are behind the scenes thinking about our safety and welfare. A lot of time and energy goes into the daily operations of this county."*

*"Competent presenters. Good preparation. Enthusiasm and professionalism."*

*"I thought this would be a little boring but instead found it very interesting and informative. Every presenter answered all my questions with a pleasant attitude and a great knowledge base of their job."*

*"After the first week I thought it couldn't get any better and then, week two at Public Works just blew me away. This group of supervisors and staff is to be commended on their dedication and passion to their job and our county!!"*

*"Everyone who presented Thursday night was great. Very knowledgeable of the functions of the facility; what goes on behind the scenes and looking into the long term impact of the community."*

*"I think it would be great for every citizen to have a clearer understanding of*

*the responsibilities of our elected officials and what's really involved in providing all the services we often take for granted. And it was fun!"*

*"...every Pinellas County official or staff took HUGE Pride and Joy in doing a great job! I felt honored, respected."*

And when asked what impressed them the most, students replied:

*"The level of planning that goes into many of the decisions that affect the overall well-being of county citizens. I think it should be offered as an advanced placement class for high school seniors and even as a college class."*

*"The dedication, enthusiasm and tenure of the county employees, regardless of the department in which they worked. I also find it very exciting to live in a county that is at the forefront — a leader — in the technology it deploys on the front end (Public Works) as well as the back-end (IT / BT[S])."*

These were just the highlights of the survey results and they show, without a doubt, that Pinellas County employees are highly regarded by those citizens who take the time to learn more about the work you do every day.

Since 2002, the program has created more than 650 educated citizen "consumers" and, ultimately, goodwill ambassadors that help tell the story of who, what, where, when, why and how county government serves each and every citizen with sound judgment and dedicated employees.

Pinellas County Communications thanks every department, agency and appointing authority and their staffs for their generous support of Pinellas Citizen University.



PCU students pose with the last IBM server housed in the Pinellas County Courthouse during its final minutes of online operation.

### Smart Shopping: myHealthcare Cost Estimator

Most of us engage in smart shopping each week. We may go to a dollar store to pick-up cleaning supplies for \$1 rather than purchase them at a grocery store for \$3.50. Maybe we choose the generic acetaminophen for \$2.50 rather than Tylenol for \$5. We are accustomed to making smart choices and spending our money wisely. We can apply this same thinking to our healthcare choices and there are tools to help us.

The UHC **myHealthcare Cost Estimator** is a free online tool that employees can use to see the estimated cost for a treatment or procedure. Additionally, you can see how the cost is impacted by your deductible, co-insurance and out-of-pocket maximum.

There are six quick and easy steps to use the UHC **myHealthcare Cost Estimator**:

- 1: Visit [www.myuhc.com](http://www.myuhc.com) and log in to your account.
- 2: Click on "Estimate Health Care Costs."
- 3: Search for a condition or treatment
- 4: Get a quick estimate
- 5: Select a provider or facility
- 6: Get your final estimate

The choice is yours. With the right information you can make an educated decision about your healthcare. The myHealthcare Cost Estimator makes healthcare more accessible and transparent, so you can make informed decisions.

Are you ready to make smart healthcare decisions? Just like the weekly decisions we make to be smart shoppers we can make smart shopping decisions for our healthcare. The next time you need a procedure, an MRI for example, use the free tool to see your estimated cost. We can all be better informed.

# RETIREMENTS

## 40 Years



Vicki Dobson  
*Property Records Specialist  
Property Appraiser's Office*

## 37 Years



Jeffrey Noa  
*Deputy Director, Finance  
Airport*

## 30 Years



Margaret Archambault  
*Engineering Services Technician 2  
Public Works*

## 27 Years



Marsha Pryor  
*Laboratory Manager  
Utilities*

## Over 23 Years



Silas McGhee  
*Info Tech Spec  
Business Technology Services*



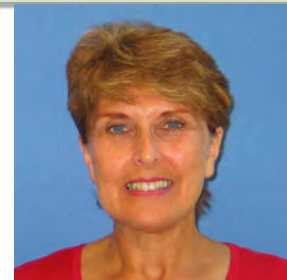
William Pinkley  
*Info Tech System Analyst 2  
Clerk of the Circuit Court*

## Over 11 Years



Benedict Perkovich  
*Mail Clerk  
Clerk of the Circuit Court*

## Over 9 Years



Mary Kay Otto  
*Customer Service Specialist  
Utilities*

## REPCO News

**REPCO's August 10** meeting will be at Applebee's, 5110 East Bay Drive, Clearwater. The speaker will be Deneta Jones from Public Works Traffic Operations to talk about the County's computerized traffic signal system and related issues. For more information contact Rudy at (813) 855-3466 or [rdgarcia@verizon.net](mailto:rdgarcia@verizon.net).

You don't have to be a Pinellas County retiree to attend. Current employees and family members are also welcome.

## UNAVAILABLE FOR PHOTO

**33 Years** Michael Hagan, *Land Survey Technician 2, Engineering & Technical Support*

**31 Years** Richard Gildea, *Project Coordinator-Administrative, Engineering & Technical Support*

**20 Years** Chris Savas, *Craftworker 1, Public Works*

# Welcome Aboard!

## Board of County Commissioners

### Animal Services

Adam Sorell ..... Ani Cntl Ofcr

### Communications

Joshua Boatwright..... Pub Info Spec

### Convention & Visitors Bureau

Darryl Bogges ..... CVB Sales Rep

### Development Review Services

Gwynne Boccia ..... Eng Spc 1

Nicole Hart ..... Eng Tech

Mary Lockyear ..... BDRS Code Enf Ofc

### Planning

Sasha Perez ..... Plan Analyst

### Regional 911

Michelle Bracewell ..... Law Enf Telecomm

Krystal Juelle..... Law Enf Telecomm

Adeline Nicholas..... Law Enf Telecomm

Sarah Rainey ..... Law Enf Telecomm

Darla Wormuth..... Law Enf Telecomm

### Real Estate Management

David Lopez Cosme ..... HVAC Mech

Kevin Rzeszut..... Facility Mgr

Roger Trexler..... Craftwkr 2

### Risk Management

Walter Crockett ..... Risk Mgmt Spec

### Solid Waste

Deronda Greenamyer..... Maint 2

### Utilities

Fabiola Guillen..... Cust Svc Spec

Randolph Martin..... Util Chem 2

Carol Pentecost..... Cust Svc Spec

## Clerk of the Circuit Court

Samuel Chambray..... Prop & Stores Clk 1

Natalie Davidson..... Cust Info Ctr Spec 1

Cory James..... Rec Spec 1

## Property Appraiser's Office

Kristie Appugliese..... Prop Rclds Asst

Haley Braley ..... Popr Rclds Asst

Sara Howard..... Abst Sr



June 8 New Employee Orientation class.

The **Office of Human Rights** partnered with the **Diversity Inclusion Workgroup** to staff a booth at the **St. Pete Pride Festival** on June 28th. OHR Director Paul Valenti reported that several hundred people visited the booth, which was shared with the Supervisor of Elections. The volunteers for the SOE also registered many people to vote!



## Another Suggestion Award Winner



Congratulations to **William Singletary** of REM Facility Management. He saved the County over \$7,000 by coming up with an idea to repair a broken PVC flange and sphere flex connector to a cooling tower at the Detention Center. Otherwise the work would've been contracted out at a much higher cost.



## Create Sustainable Solutions

Vision • Innovation • Collaboration

Recreational Scallop Season opened June 27th and ends September 24th in designated Florida waters. Learn more about the equipment, how to handle scallops, and the legal regulations at [www.flseagrant.org/fisheries/scallop/](http://www.flseagrant.org/fisheries/scallop/)



### Want more information?

#### Upcoming Classes

Film Viewing - [Ocean Frontiers](#)  
[Marine Education](#) at Weedon Island

Meet Your Extension Agent  
**Libby Carnahan**  
[Sea Grant Marine Extension](#)



**UF** IFAS Extension  
UNIVERSITY of FLORIDA

## FROM THE RECORD KEEPER



### Oracle Records Management System – Password Recovery

Have you forgotten your password for the Oracle Records Management System? Has it been a while since you've logged in and your password isn't working? If you are having problems with your password, you will need to contact the BTS Customer Support Center at x34357 to request that your Oracle 10g Records Management System password be reset.

If you have any questions or need help using the Oracle Records Management System, please contact Michele Koehler in Records Management at (727) 453-3038.

## Consumer Corner



Connie Consumer

Many companies conduct business through telephone sales, called telemarketing. The **Florida Telemarketing Act** governs these businesses. Before responding to a phone solicitation here are some things you should know about telemarketing.

- All nonexempt telemarketing companies and their sales people must be licensed with the Florida Department of Agriculture and Consumer Services (FDACS).
- The businesses are required to post a security bond of at least \$50,000.
- Telemarketing calls may only be made between the hours of 8 a.m. and 9 p.m.
- At the very beginning of each call, the salesperson must state his or her true name, the company they are representing and the product or service being sold.

Not all calls are from legitimate telemarketers. To protect yourself from telephone scams, do not provide personal or financial information over the phone. Be sure to research the company, including verifying that they're properly licensed, and check their complaint history with Pinellas County Consumer Protection. For more information or to file to a complaint contact Pinellas County Consumer Protection at (727) 464-6200 or visit [www.pinellascounty.org/consumer/tips.htm](http://www.pinellascounty.org/consumer/tips.htm).

## YAPPY HOUR IN JULY



To encourage pet adoptions, Pinellas County Animal Services is holding a special Yappy Hour adoption promotion **every Friday in July**, from 2 to 6 p.m. During this promotion, dogs over the age of four months and all cats and kittens will be free to adopt. The adoption fee for all puppies under the age of four months will be \$25.

Adoption counselors will be on hand to ensure the animals are being placed in good homes. Renters looking to adopt a new pet are encouraged to bring a copy of their lease that states that animals are welcome.

Pinellas County Animal Services is located at 12450 Ulmerton Road in Largo. Normal hours of operation are Monday to Friday from 9 a.m. to 6 p.m., with the adoption center closing at 5:30 p.m. Saturday hours are 9 a.m. to 1 p.m. and services include adoptions. Rabies vaccinations are administered on Thursdays from 1 to 4 p.m. The facility is closed on all Pinellas County holidays.