



June 2016 • Vol. 44 No. 6

To view past issues of **The Pen**, visit
www.pinellascounty.org/hr/publications.htm.

Hurricane Season 2016: Are We Ready?

Blue, underlined words contain hyperlinks to additional information. Please be sure to click on them.

Picture it. Sunday evening, June 5, Tropical Storm Colin is approaching with heavy rains and high winds. Are you prepared for what comes next? Do you report to work tomorrow as usual? If you are a Phase 1 or 2 employee, did you wonder if you'd be activated? Were you concerned about securing your home and preparing your family?

Will wondering about these things be a distraction and stressful to you? You bet it will.

While surviving the storm is everyone's responsibility, it's different for us than for the general public. Our job is to make sure citizens and visitors can get back to normal. Remember the [Employee Disaster Survey](#) you completed a few months back? That is part of the disaster response planning process for the County. We all complete one each year. Why complete it annually? Because things change. People get new jobs that change emergency functions, move from one evacuation level to another, develop new skills, or need to care for elderly parents or other dependent family members. Phase 3 employees should have taken the opportunity to select an emergency assignment they were comfortable fulfilling during the survey rather than being placed on the county personnel pool to be assigned an emergency job.

By now, Phase 1 and Phase 2 employees should have a good idea of what your department's emergency function is and what your job assignment is in the case of an emergency. If you don't, find out now. All departments and all employees have a role to play in helping our citizens and visitors adjust to a disaster and recover from it. And we all have a duty to our co-workers to help them through the crisis as well.

Make your plans now because you won't be able to during a disaster. You need to be able to focus on your work. You'll be on the front line of response and you can't function well unless you know your family and home are safe.

Emergency Management has developed a [Five Step Process](#) to help you plan and prepare ahead of time.

1 Connect

Connect to vital emergency information.

- ▶ Be sure that your personal information in OPUS is up-to-date including your personal cell phone number. You can get critical information not only by phone but by [text](#), which is often the most reliable means of communication before, during and after a disaster. You can also add additional contact information.
- ▶ Sign up for [Alert Pinellas](#). All County employees managed through OPUS are automatically entered into Alert Pinellas for County Government notifications. But you can also sign up to receive Alert Pinellas (a.k.a. CodeRED) community notifications for weather warnings by using their online registration. You can add additional contact numbers for other family members or register to receive localized notifications for other address locations such as your business, your child's school or other family member locations.
- ▶ Get updates via Pinellas County social media on [Facebook](#) and [Twitter](#) (@PinellasCountyNews, @PinellasEM, @PinellasTraffic or, if your neighborhood participates, [NextDoor](#)).

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- ▶ Get an NOAA Weather Alert Radio that will alert you when dangerous weather is in your area.
- ▶ Keep a supply of batteries and chargers for radios and cell phones.

[Continued on page 4](#)

Cell phone numbers all employees should have in case of emergency.

In case of emergency

Supervisor

Manager

Director

Employee Emergency Information
 Line (EEIL) (727) 453-3637

Citizen Information Center
 (CIC) (727) 464-4333

Employee Spotlight

**Jan Tracy**Solid Waste Program Coordinator
Solid Waste**What is your job in 25 words or less?**

My department informs the public on how to properly dispose and recycle what they no longer need using our Integrated Solid Waste Management Program, in order to conserve natural resources. We encourage residents to recycle through programs, information outreach and municipal/community partnerships.

What aspect of your job do you enjoy the most?

Giving tours and presentations to teach what happens to items placed in trash cans or recycling containers. I am proud to share the variety of components the County has in place to handle what people no longer need. Residents are excited to learn that we burn garbage to generate electricity while recovering metals for recycling, about the recycling of old TVs and computers, the collection and reuse of unwanted chemicals and, last but not least, the grinding of yard waste (including the great smelling Christmas trees) into mulch that we give away for free! It is a joy to hear a well thought out question from a fourth grader that tells me she is engaged and learning. It is fun to see adults gasp or put their hands over their faces when they thought they were super recyclers only to find out they have been contaminating their home recycling bins by placing plastic bags, paper towels and plastic toys in them.

What are some upcoming trends or challenges that you see in your field?

The waste disposal field is constantly changing as companies produce different products, such as e-cigarettes. The recycling industry is changing as the commodity markets change in value and technologies change. How people receive their information is changing. I believe people sincerely want to recycle and do the right thing for the environment. It is a challenge to keep up to date regarding changes, then think how to inform the public in a positive fashion, and consider how to use the website and social media to its full advantage.

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

I am part of a team at Solid Waste that works hard every day to manage the tons of garbage produced in our County, and we work very hard to protect the environment. We do this by providing a place to take garbage so it doesn't pile up on the streets, by burning the garbage to generate electricity for 40,000 homes per day, and by managing disposal of electronics and chemicals to protect the ground and surface water environments. By constantly informing, teaching and instilling the passion to Reduce, Reuse, Recycle and Recover, I help make Pinellas County the best place to work, live and play.

When you retire, what do you hope people will say about you at your retirement party?

As a Pinellas County employee Jan was kind, passionate, and cared about her job while enjoying her co-workers. She taught residents the correct way to recycle, dispose of their waste, and to protect and conserve water ... and had fun doing it. She made a dent!

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. View previous [spotlighted employees](#).

**FLORIDA
BLOOD
SERVICES****BLOOD DRIVE****Mark Your
Calendars****Utilities Building**

14 S. Fort Harrison Ave.

Clearwater

June 17

9:30 - 11:30 a.m.

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

The Pen

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

E-mail: employee.communications@pinellascounty.org



Q. Is there a County-wide policy that addresses what are appropriate common area/break room supplies that the County provides? For example: microwave, soap, towels.

A. We checked with Facility Operations. They tell us that, in locations where there is a common area such as a break room, the County provides hand soap and paper towels. The County does not provide appliances such as microwaves, refrigerators and coffee makers. If you have these appliances in your common area note that Facility Operations is not responsible for the cleaning and maintenance of these items.

Gone but not Forgotten

The **Pen** is very saddened to report the passing on May 11 of **Reginald Jackson**, 55, who was a Park Ranger with Parks & Conservation Resources. Reggie was with the County for over 26 years.

According to the Tampa Bay Times, he was a member of the New Pleasant Grove M.B. Church and was an Army veteran.

He is survived by his wife, two sons and a daughter, seven siblings and three grandchildren.



Friends may [leave condolences](#) for the family and [view his obituary](#) on the Times website.

Colors of Pinellas

The artwork is here!

Now through July 28, make sure you come to see the 2016 Colors of Pinellas Art Show exhibit, now in the lobby at 315 Court Street in Clearwater.

It's the biggest ever with well over 200 pieces submitted by employees, volunteers, retirees, and family member from ages three to who knows?

Photos of the pieces do NOT show the skill and artistry that has gone into these impressive works.

So come on down! More information can be found at [Pinellas County.org/artshow](http://PinellasCounty.org/artshow).



"Wing It", Judy Barnard

SPONSORED BY THE NATIONAL ARTS PROGRAM

FACE Tips

Need to reset your password?

Did you know you can do that yourself? Simply click on the "Forgot password?" link.

If you do not receive an e-mail link helping you reset your password, you are likely using the wrong login. Remember, your Login is your OPUS login but it is case sensitive. If you are John Doe and your employee number is 123456, your login is likely JDOE123456. If that doesn't work, try jdoe123456.

Have you seen the latest Two-Minute Tuesday videos?

Health Care Secrets of the Rich and Famous: Can we learn something from these celebs?

Rally Missions: These personalized missions are an easy way to improve yourself.

View these videos and subscribe to future videos at www.pinellascounty.org/hr/two.



2 Build

Build a survival kit with the things you'll need to survive without everyday necessities.

- ▶ Pack a Go-kit with everything from vital papers, medications, pet supplies to toilet paper. View the new [All-Hazard Guide](#) for a definitive list. The Guide is available to download to a printable PDF in English and in Spanish. The paper version can be obtained by emailing [Stella Mansfield](#) or [Vanessa Quintana](#) at the Pinellas County Marketing and Communications Department.

3 Assess

Assess your risks.

- ▶ Know your [evacuation zone](#). Know your [flood zone](#). They are not the same.
- ▶ Use the [Storm Surge Protector Application](#) to assess your storm surge vulnerability.
- ▶ Check your insurance policies or talk to your agent.
- ▶ [Harden your home](#). Clear your yard of loose items and debris. Shutter windows and doors and brace garage doors, if possible.

4 Plan

Plan what you'll do. Take the guesswork out of the equation and reduce stress.

- ▶ If evacuating, know your evacuation routes and alternate routes.
- ▶ If you will be staying at a [Host Home](#), make arrangements well ahead of time.
- ▶ Know how you and your family will get in touch with each other before, during and after a disaster.
- ▶ If sheltering in place, does your family know how to respond? Do they know where they are going if they have to evacuate? Prepare your family for your absence.
- ▶ After a storm passes, will you need childcare while you are working? The County provides free child care for eligible responders. You must [pre-enroll](#).
- ▶ Don't forget your pet! If you can't take your pet with you upon evacuation, [make arrangements](#) to see to your pet's safety.

5 Recover

Recover after an emergency by taking safety precautions and requesting help.

- ▶ Power outages are likely and effect air conditioning, lighting, food safety and more.

- ▶ Water and sewer outages and/or contamination are a possibility. Be prepared to purify possibly contaminated water by boiling or using other commercially available purifiers. Be prepared to use an emergency toilet.
- ▶ Know what [precautions](#) to take to keep your food safe.
- ▶ Know how to operate generators and grills, if you have them.

Reporting to work after an event

The County will need to know your status. Are you safe? Is your home damaged? Can you report to work right away? You will need certain phone numbers including your supervisor's, your manager's, and your director's. If you can't reach any of them, call the Emergency Employee Information Line (EIL) – 453-3637 to report your status. All employees, except those with pre-approved exemptions, are required to return to work to assist in recovery efforts.

Reporting to work after an event will also require some planning. Your department management should have communicated that process by now, especially for Phase 2 employees who need to return to work to assist or relieve Phase 1 employees.

So, to answer the questions in the beginning of this article, if your information was up-to-date in OPUS, you would have received a call, a text and an email from Alert Pinellas telling you to report to work as usual. You would've done so with little apprehension because you, your family and your home were well prepared.



**One-hour classes
starting at 8 a.m.**

Powerpoint 2013

[Creating Presentations](#) - July 7

[Giving a Presentation](#) - July 14

*Just enough time,
just enough information,
and not in the middle
of your day.*



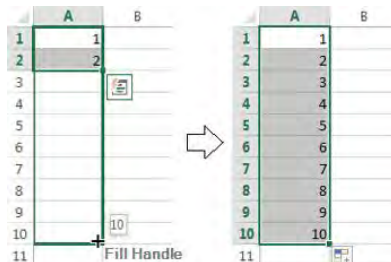


TECH BITS

Microsoft Excel 2013 AutoFill and Flash Fill

Want a time saver for entering repetitive data or formatting data quickly?

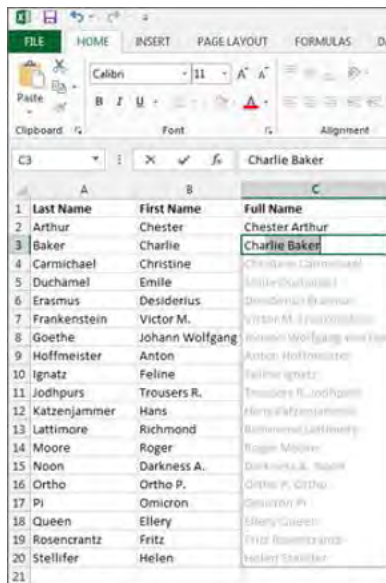
Sometimes you have the need to enter repetitive data in Excel 2013, such as dates (months, days of the week) or consecutive numbers (1, 2, 3...), but you don't have the time or patience to enter all of the data manually in a worksheet. You can use Excel's AutoFill feature instead. This feature fills cells with data based on a pattern or sequential order.



1. Select the cells you want to AutoFill
2. Click and hold your mouse pointer on the Fill Handle
3. Drag down

You may also need to format a large amount of data, such as a list of names that need to be in a specific format, but you don't want to go through the entire list manually. Rather than manually entering first or last names in respective columns, you could use Excel's new Flash Fill feature instead. Flash Fill also recognizes a pattern in your data.

1. Type data in a cell the way you want it formatted
(Column Header Label must be TEXT formatted)
2. Hit ENTER to go to the next cell down
3. Begin typing the first letter of the next piece of data
4. Flash Fill will appear with a list of suggested data
5. Hit ENTER to complete your Flash Fill



To access additional information on this topic including [MrExcel XL: 40 Greatest Excel Tips of All Time](#) and other great Microsoft Office 2013 tips & tricks, visit [ULearnIT](#) - Pinellas County's online learning portal. ~Best if accessed using Chrome~

Click here for more [Technology Training Resources](#).

New Voter Information Cards Being Mailed to All Pinellas County Registered Voters

Submitted by the Supervisor of Elections Office

The Pinellas County Supervisor of Elections began mailing new Voter Information Cards to all 623,000 registered Pinellas County voters Tuesday, May 31.

"Voters should carefully review the information on their new voter information cards – including name, address and political party affiliation – to make sure it is correct," said Supervisor of Elections Deborah Clark. "If voters need to update any information, please call **727-464-VOTE** to make changes before the August 1 deadline to register to vote and change political party affiliation for the Primary Election."

The mailing will take place over four weeks, with the last cards scheduled to be mailed on Monday, June 27. Voters who do not receive voter information cards by Tuesday, July 5, or have misplaced their card, can call 727-464-VOTE to request a replacement card. Voter information cards are not required to vote and are for informational purposes only.



The Supervisor of Elections was required to redraw precinct lines due to recent special redistricting. Pinellas County is now represented by two U.S. Congressional districts. Additionally, boundaries for all three State Senate districts changed and State Senate districts were assigned new district numbers.

- Congressional Districts 12, 13 (formerly districts 12, 13, 14)
- State Senate Districts 16, 19, 24 (formerly districts 19, 20, 22)

The main objective of the Supervisor of Elections during the reprecincting process was to provide voters with as much continuity as possible by minimizing the number of precinct and polling place changes. Efforts to maintain continuity resulted in:

- 89% of the current precincts have the same boundaries
- 98.6% of voters will vote at their current polling places
- The addition of two precincts, increasing the total from 299 to 301

Voters are encouraged to visit www.VotePinellas.com/ElectionReady to ensure they are Election Ready..

VOTER INFORMATION CARD / POLLING PLACE INFORMATION

VOTER NAME AND ADDRESS
SAMPLE, JOHN Q
123 ANYSTREET
ANYTOWN FL 12345

DATE OF BIRTH
1/23/45

POLITICAL PARTY
NPA

YOUR POLLING PLACE FOR A COUNTY ELECTION IS:
Election Service Center,
13001 Starkey Rd., Largo

MAKE SURE ALL INFORMATION IS CORRECT. TO MAKE CHANGES CALL 727-464-VOTE (8683)

Issued: 5/31/16

Employees recognized during 2016 Pinellas Citizen University

By Irena M. Karolak, Pinellas County Marketing and Communications Department

This year, close to 20 different departments and constitutional officers participated in a 10-week long Pinellas Citizen University. This year's class included three additional Saturday morning sessions. With every session, citizens gained invaluable insight into how our employees are doing things – every day – for residents and visitors of Pinellas County.

These citizens are most impressed with your work, dedication, professionalism and PASSION! After each session, participants reported a positive change in attitude from what they thought about the government, department or constitutional office before the session and what they think now.

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

I would like to thank the many County personnel who stayed late to talk to us; each and every one that I spoke to was engaged, professional and courteous.

I was highly impressed with the employee commitment and passion for their jobs as demonstrated in their presentations. They clearly know a lot about their professions, and articulated the functions well.

All the sessions were very well done, and each class provided me with information that I was not previously aware of.

I found that most interesting part of the PCU course was due to the fact that the PCU organizers, facilitators, presenters, the employees, and the Commissioners knew their subjects and they appear to be proud to be a part of the Pinellas County Government. Bottom Line: It is the people. For me I found all the subjects equally interesting and equally necessary.

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 close to 700 educated citizens and, ultimately, good-will ambassadors that help tell the story of how County government serves each and every citizen with dedicated employees.

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

Public Health Alert: The Zika Virus

Reprinted from the Wellness Program's [To Your Health](#) online newsletter.

What is Zika?

It is a virus discovered in the Zika Forest in Africa in 1947.

- ▶ The illness is usually mild with symptoms lasting for several days to a week after being infected.
- ▶ People typically don't get sick enough to go to the hospital, and they very rarely die of Zika. Many people might not realize they have been infected.
- ▶ No specific antiviral treatment is available for Zika virus disease. Treatment is generally supportive and includes rest, fluids, and use of analgesics and antipyretics.

How do you get Zika?

There are a few ways that Zika virus can be transmitted to humans.

- ▶ Primarily, the Zika virus is transmitted to people through the bite of an infected *Aedes* species mosquito.
- ▶ A pregnant woman can pass Zika virus to her fetus during pregnancy.
- ▶ Zika virus can also be transmitted from a male to his partner through sexual contact.
- ▶ During the first week of infection, Zika virus can be found in the blood and passed from an infected person to another mosquito through mosquito bites. An infected mosquito can then spread the virus to other people.

Florida has 109 cases of travel-related Zika – including four in Pinellas County. It is important to note that **none of these cases were locally acquired from Florida mosquitoes**. They were linked to travelers coming from other countries.

Traveling

It's unlikely that you will get Zika unless you travel to Central America, South America or the Caribbean.

- ▶ Women who are pregnant should not travel to any area where Zika virus is spreading.

[Continued on page 9](#)

In case you missed it!

The June [To Your Health](#) is all about men's health.

June's [Leadership Notes](#) talks about giving effective feedback.



2016 Citizens University class

SERVICE ANNIVERSARIES

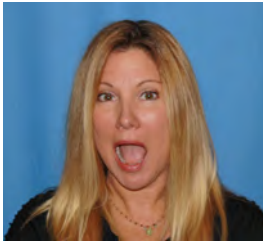
30 YEARS



Jackie Weinreich, *Safety & Emergency Services*, Joey Bingham, *Utilities*



Becky Cohn, *Business Technology Services*



Joanne Roiland, *Clerk of the Circuit Court*

25 YEARS



Todd Myers, *Development Review Services*, Brenda Dixon, *Safety & Emergency Services*



Deb Bush, *Solid Waste*



Valerie Fuzz, *Real Estate Management*

20 YEARS



Mel Edwards, *Public Works*, Darlene Davis, *Property Appraiser's Office*

Unavailable for Photo

35 YEARS Annie Shaw, *Human Services*

30 YEARS David Lasslo, *Utilities*, Samuel Tucker, *Public Works*

25 YEARS Abby Bryant, *Engineering & Technical Support*, Donald Ewing, *Engineering & Technical Support*, Deborah Palumbo, *Parks & Conservation Resources*

20 YEARS Patrick Lavender, *Safety & Emergency Services*, Thomas Vaughan, *Public Works*

15 YEARS

Alison Abbinanti Utilities
Eleanor Barrett-Santisteban Building Services
Michael Cooksey Safety & Emergency Services
William Council Public Works
Ray Dilley Business Technology Services
Kathleen Good Real Estate Management
Karen Hamilton Clerk of the Circuit Court
Jessica Jones Engineering & Technical Support
Timothy Lundy Engineering & Technical Support
Robert Miller Parks & Conservation Resources
Michael Seel Utilities
Danny Smith Clerk of the Circuit Court
Michelle Solt Clerk of the Circuit Court
Joni Valliere Human Resources
Cheryl Whitson Utilities

10 YEARS

Elaine Bucklin County Attorney's Office
Cheryl De Cou Parks & Conservation Resources
Denise Duperry Clerk of the Circuit Court
Hunderick Ford Utilities
Blanca Gonzalez Human Services
Maria Grant Utilities
Lori Mostrom Tax Collector's Office

John Urban Parks & Conservation Resources
Dena Williams Clerk of the Circuit Court

5 YEARS

Mary Buccigrossi Business Technology Services
Bill Embree Solid Waste
Jennifer Gundel Clerk of the Circuit Court
Tieisha McCluster Tax Collector's Office
Milagros Soto Clerk of the Circuit Court
Bun Taing Utilities

3 YEARS

Andrew Brown Real Estate Management
Jennifer Castagner Office of Management & Budget
Shantina Collins Clerk of the Circuit Court
Glen Darfler Utilities
David Hudak Safety & Emergency Services
Kevin Jackson Public Works
Joshua LaRoche Clerk of the Circuit Court
Nicole Lembo Tax Collector's Office
Tyra Mouzon Tax Collector's Office
Latisha Satcher Clerk of the Circuit Court
Glenn Smith Tax Collector's Office
Anthony Stillo Clerk of the Circuit Court
Carlee Ward Solid Waste

RETIREMENTS

Over 42 Years



Ron McCorkel
Automotive Equipment Operator 3
Public Works

Over 37 Years



Carolyn Kuntz
Accountant 2
Planning Council

Retirees Unavailable for Photo

Over 35 Years Felicia Cheatham, *Court Records Specialist 2, Clerk of the Circuit Court*

35 Years Debra Young, *Accounting and Finance Technician, Human Services*

Over 32 Years Jennifer Webster, *Property Records Assistant, Property Appraiser's Office*

Over 35 Years



Benjamin Starling
Automotive Equipment Operator 2
Public Works

Over 33 Years



Ron Manning
Senior Facility Manager
Real Estate Management

REPCO News

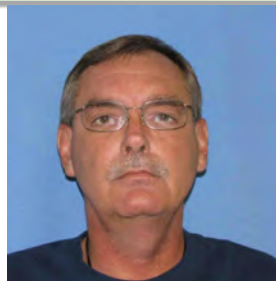
REPCO's July lunch meeting will be at **noon, July 11, 2016** at Applebee's Restaurant located at 5110 East Bay Drive. A representative from the Pinellas County Sheriff's Department will join us and do a presentation on when to call 911. For more information contact Rudy at (813) 855-3466 or rdgarcia@verizon.net.

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

Over 30 Years



David Jackson
Crew Chief 2
Parks & Conservation Resources



Donald Neumann
Airport Firefighter
Airport

Over 10 Years



Timothy Johns
Finance Operations Technician
Clerk of the Circuit Court



Find it Fast: HR from A to Z

Human Resources Home

A to Z Index / Fast Find

Employment / Jobs

Employees

Forms

Boards / Councils

Volunteer Services

Find what you need on the HR website quickly and easily with the new **A to Z Index**. Access the link on the blue menu bar from any Human Resources web page. New index items are added frequently. [Let us know](#) if you have items to add.

Welcome Aboard!

Board of County Commissioners

Animal Services

Jennifer Renner Grant Wkr "A"

Development Review Services

Carl Poole..... BDRS Env Spec

Engineering & Technical Support

Caryssa Joustra.....Mgmt Intern

Emily StaibusMgmt Intern

Justice & Consumer Services

Jeanine ShafferCons Prot Inv

Public Works

Jennifer AckerOffice Spec

Brian AdairAEO 2

Lisa Foster..... Floodplan Coord

Delvan Gibson.....Fld Insp 1

David HinrichsOpns Mgr Asst

Regional 911

Daniel Gardner Law Enf Telecomm

Jerrica Glaeser Law Enf Telecomm

Samantha Sheaffer Law Enf Telecomm

Real Estate Management

Patrick Griffin Asset Mgmt Supt Spec

Darren JohnsonElectronics Spec

Solid Waste

Jennifer Frey.....Solid Waste Prog Asst

Utilities

Kevin Jenkins..... Wtr Qual Mgmt Spec 1

Edgar LopezWtr Conserv Comp Ofcr

Justin Manning.....Elect Equip Tech 2

Clerk of the Circuit Court

Andrew Fatolitis..... Fin Opns Tech

Kristen Williams..... Fin Opns Tech

County Attorney's Office

Ashley HacklAsst Co Atty

Tax Collector's Office

Sam Appel Cust Svc Tech 1

Kristofer Brown..... Cust Svc Tech 1

Elizabeth Hamilton Cust Svc Tech 1

Robyn Humphries..... Cust Svc Tech 1

Elsie Rivera Cust Svc Tech 1

John Stolar..... Cust Svc Tech 1



New Employee
Orientation class
May 9, 2016



New Employee Orientation class
May 23, 2016

Zika Virus - [Continued from page 6](#)

- ▶ Even if they do not feel sick, travelers returning to the United States from an area with Zika should take steps to prevent mosquito bites for 3 weeks so they do not spread Zika to mosquitoes that could spread the virus to other people.
- ▶ For couples with a male partner who has traveled to an area with Zika, they should learn and follow [CDC guidelines](#) for use of condoms to prevent transmission.

How can I avoid Zika?

1. Limit your exposure to mosquitos.

- ▶ Cover up and use a mosquito repellant when you go outside.
- ▶ Follow other CDC steps to prevent mosquito bites at www.cdc.gov/zika/prevention/index.html

2. Stop raising mosquitos!

Mosquitoes only need ¼ inch of water to transform from an egg to an adult so it's critical to empty any container that can hold water. Check your yard and empty out items. [Watch this video](#) from Pinellas County Marketing and Communications for more information.

What is Mosquito Control doing?

Mosquito Control urges citizens to drain standing water around their homes and workplaces. Reduction of breeding sites reduces the number of adult mosquitoes that can transmit disease.

Mosquito Control works proactively to target mosquitoes at the larval level before they can bite.

- ▶ They kill mosquito larvae and the adults by hand, by truck, and by helicopter.
- ▶ They use sophisticated trapping and surveillance techniques.
- ▶ Mosquito Control partners with the local Health department to identify target areas.
- ▶ They provide public education and inspections.

To learn more, visit www.pinellascounty.org/mosquito or call 464-7503. You can also call the state Zika Hotline at (855) 622-6735.

Promotions

Promotions listed are for May 2016.

Board of County Commissioners

Animal Services

Gary Brown.....Ani Cntl Ofcr Sr
James McGill.....Ani Svcs Fld Mgr
Jodey Stambaugh.....Ani Cntl Ofcr Sr

Building Services

Barbara Fore.....Bldg Prmt Tech 2

Convention & Visitors Bureau

Andrea Gabel.....Sr CVB Sales Rep

Development Review Services

Amy Casamo.....Eng Tech

Human Services

Abigail Stanton.....Sect Mgr 1

Management & Budget

Emily Magyar.....Trne UF C EEO5

Planning

Bruce Bussey.....Plan Div Mgr

Public Works

Joseph Boggs.....Fld Insp 3
Ivan Cooper.....AEO 3
Daryl Dixon.....AEO 2
Kenneth Paxson.....Equip Oper Sr
Ron Smith.....AEO 2
Richard Swift.....Admin Supt Spec

Purchasing

Karen Isak.....Purch Sys Spec

Real Estate Management

Daniel De Loreto.....HVAC Mech
Lawrence Markunas.....Fac Opns Mgr

Safety & Emergency Services

Deniesha Mitchell.....Admin Supt Spec

Utilities

Misael Alers.....Dept Admin Mgr
Andre Carnegie.....Util Maint Spec 4
Antonio Jones.....Util Maint Spec 3

Clerk of the Circuit Court

Deborah Adas-Josefson.....Rec Spec Supv
Leena Delli Paoli.....Fis Rec Spec
Ewa Jurek.....Asst Insp Gen
Margaret Kreisle.....Fis Rec Spec
Samuel Rastom.....Crt Rec Supv
Jacqueline Sherman.....Crt Rec Spec Sr
Jennifer Trusivich.....Fis Rec Spec

Property Appraiser's Office

Kevin Campanaro.....Asst Appr Dir
Barry Dunmire.....Asst Appr Dir
Jeffrey Haynes.....Dir Branch Ofc

Tax Collector's Office

Edward Parrado.....Tax Col Supv
Debra Swetay.....Tax Tech Sr

Upcoming Training Classes

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

Power of Future Conversations, 7/7/16

In this interactive workshop learn how to stop having conversations that focus on the past and how to have conversations focused on the future. Future conversations are filled with radical improvements that help drive present action. At the end you will know how to consciously manage conversations – both speaking and listening – to create breakthroughs, energize team commitment and produce lasting change.

The Changing Environment & Future Trends in Leadership Development, 7/14/16

The environment of today's workplace is growing more complex, and for many, that complexity is overwhelming their capacity to cope. The question becomes how to ensure our leaders are equipped to deal with an increasingly volatile, uncertain, complex and ambiguous workplace. How do we develop leaders with new methods so they can succeed in the changing environment? Join us in this highly interactive, creative, and innovative leadership workshop. You will enjoy short video clips, small and large group activities, and sharing of new ideas. Plus define Four Trends for the Future of Leadership Development.

Find a complete list of courses with descriptions in the [2016 Consortium Training Catalog](#) which is continually updated. Need assistance? Contact Training and Development at 464-3796 or email training@pinellascounty.org.



Create Sustainable Solutions

Vision • Innovation • Collaboration

**Earth Day
Everyday!**



Wildflower gardening:

<http://gardeningsolutions.ifas.ufl.edu/plants/ornamentals/wildflowers-in-the-garden.html>

Pollinator gardening:

<http://gardeningsolutions.ifas.ufl.edu/design/gardening-with-wild-life/bee-plants.html>

Want more information?

www.pinellascountyextension.org

- [Beekeeping 101](#)
- [Upcoming classes](#)



UF **IFAS Extension**
UNIVERSITY of FLORIDA

Consumer Corner

June 1st through November 30th marks hurricane season in Florida. Being prepared before the storm is wise, but how can you protect yourself after a disaster strikes? Pinellas County Consumer Protection offers you these post-disaster tips.

- ▶ Deal only with licensed and insured contractors. Verify that the license is current and active by calling the Pinellas County Construction Licensing Board at (727) 582-3100 or visit www.pcclb.com.
- ▶ Never let anyone into your home without first asking for identification. Representatives of utilities, government offices and reputable businesses will have proper identification.
- ▶ Beware of unlicensed and unscrupulous adjusters for hire. Adjusters for hire charge a commission which YOU pay. Adjusters for hire CANNOT speed up a claim.
- ▶ Vehicles may be damaged due to a natural disaster. Learn about your rights under the Florida Motor Vehicle Repair Act, by visiting www.freshfromflorida.com.
- ▶ All charities soliciting within the state of Florida, excluding religious, educational and governmental entities, are required to register and file financial information with the Department of Agriculture and Consumer Services. Be sure to check out a charity before you donate.

For more information, to file a complaint, or check the complaint history of a business, call Pinellas County Consumer Protection at (727) 464-6200 or visit www.pinellascounty.org/consumer/tips.htm.



Connie Consumer

THE RECORD KEEPER



New Box Storage

When entering new box storage requests in the Oracle Records Management System, please make sure that your boxes are completely prepped and ready to be stored in the Records Center. The system generated box number should be written on the outside of the box, a transmittal sheet should be put inside the box, content should be organized (with no hanging folders), and the box should weigh no more than 30 pounds.

If you have any questions about new box storage or if you need additional information, please contact Michele Koehler at (727) 453-3038.

The *Pen* Extra

Your Source for Employee Info

Employee and family news including kudos, weddings, births, graduations, memorials, and classified ads. Send your news to employee.communications@pinellascounty.org or call 464-5098.

Graduations ... and a Wedding!



Ramona Denmark (Sixth Judicial Circuit Court) proudly announces the graduation of her son, **Zachary Stewart**, from Northeast High School. He was enrolled in the Automotive Technology Program and played football (defensive tackle) for four years all the while maintaining 3.2 grade average. Zachary plans to attend college to major in mechanical engineering and continue playing his favorite sport, football.



Angela Ervin-Williams (Clerk) proudly announces the graduation and marriage of her son, **Perry Joseph**. "On Sunday May 15, 2016, my son Perry Joseph graduated from McPherson College in McPherson, KS, with a Bachelors of Science Degree in Physical Education. The very next day he exchanged wedding vows with the lovely **Mary Schwindt**, in an outdoor ceremony. It was a wonderful emotional weekend."



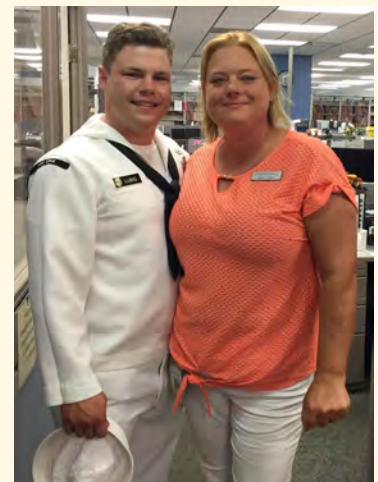
Kindergarten

Kara Causseaux (Drug Court) announces the graduation of her son, **Jude Mandakunis**. He graduated kindergarten at Maderia Fundamental School June 3.

Family Tradition

Debra Lubig (Clerk) had an unexpected and very welcome visitor during the first week in May. Her nephew, **Michael J. Lubig, Jr.**, stopped by her office to say hello. He's not AWOL. Far from it. Michael has been in the Navy for six years and just re-enlisted for four more years. Being in the Navy is a family tradition. His grandfather was a Navy man and his brother, Ryan, and several of their cousins are as well.

His proud aunt tells the *Pen* Michael is based in Norfolk, VA, and stationed on the USS Cole DDG67, a part of the Arleigh Burke class of guided missile destroyers. He serves as a Logistic Specialist Second Class Surface Warfare.



APPLAUSE!

A Palm Harbor customer wrote in to praise “the exceptionally good and professional services” received from Pinellas County Utilities employees. **Shane Rank** (Utilities Customer Service) was very “helpful and professional” when the customer called to report a problem. **Ernie Ernestine** and **Ted Dallas** (Utilities Maintenance Division) arrived on site on time, at about 6:15 p.m., and set to work and diagnosed the problem. The customer was also impressed with their diplomatic manner

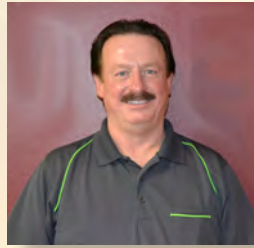
in dealing with a confused neighbor. They fixed the problem quickly and did a great job of making the site look as good as possible when the were done. They “represented the County in an excellent manner.” The customer plans to tell this story to his HOA board and all his neighbors.

Great job Ernie, Ted, and Shane!



Gone but not Forgotten

The Pen is saddened to report the passing of the following retirees:



Raymond (Ray) Glenn Kraus passed away April 25. He retired April 2014 as an AEO 3 from the Infrastructure Division of Public Works. Ray worked for the County for 37 years.

Edgar Stoll died April 29 at the age of 92. He retired from Pinellas County in 1985.

Patricia Cola passed away June 5 at the age of 94. Patricia worked in the County Water Department until her retirement in 1984.

Joan T. (Delaney) Solarek passed away May 28 at the age of 76. Joan retired in 2001 from the Clerk of the Circuit Court.

Classified Ads

Seeking homes for adorable baby bunnies - weaned and available to adopt. Bunnies make great pets and these have been hand raised so are very tame, friendly and sociable. They are about 12 weeks old and both males and females are available. They have beautiful black coats with silver highlights like their silver fox rabbit mother. The dad is a California breed. Asking \$20 each or two for \$30 but will consider donating to a loving home. Please call (727) 687-8441 and feel free to leave a message if I don't answer. Thanks!

Vacation Rental - Heather Cottage, Wells Beach, Maine, near Kennebunkport. Sleeps nine. Fifty feet from ocean via Town ROW #6 across street. Two bathrooms, washing machine, outdoor shower, parking for four vehicles. Weeks between 7/16 & 9/3 \$1,850 ea. Other September weeks \$1,100 each. Tel (207) 646-8301.

For Sale - Furnished trailer at Riviera Estate on Hwy. 19. Just needs groceries. Includes three new flat screen televisions. Lot 45. Asking \$18K. Email wbilicki@yahoo.com.

For Sale - Craftsman 3/8" 18 Volt drill/flashlight with case, batteries, manual and battery charger. \$50.00 Text or call (727) 424-4845.

