Meet the New County Administrator, Barry Burton

Barry Burton, Pinellas County’s new County Administrator, began October 29th. A seasoned public administrator, he has held positions in public service since 1988.

As a new resident of Pinellas County, it’s easy to see why millions of people come here to visit each year. I’ve enjoyed trading Illinois snow flurries for warm and sunny days, but I know there’s a lot more than sunshine that makes this such a beautiful place in which to live, work and play. As I travel around the County, I see people walking and biking through clean parks and trails, or driving along well-kept medians and roadways. This great quality of life speaks to the great quality of our County workforce.

During my first few weeks on the job I’ve met friendly staff answering phones and greeting the public at County offices. I’ve spoken with park staff and many others about their favorite aspects of their jobs. I have heard about the thousands of calls our 911 dispatchers handle each year, and watched as crews from many departments do their work in the field. The depth and breadth of our County services is truly remarkable.

But what’s been most impressive is the spirit of teamwork that I have seen here. It’s been refreshing to hear the stories of staff that constantly goes above and beyond, no matter the call. Take Hurricane Michael, for example. As I was arriving in Pinellas, some of our employees were deploying to the Panhandle to help with recovery efforts.

Every interaction and every task is an opportunity to set the standard. And as public servants, we have a privilege and an obligation to do so.

I’m excited to be setting off on this journey alongside all of you, and I am humbled to be part of the team that helps make Pinellas a place so many people are glad to call home.

If you’d like to get in touch with me, feel free to email me at bburton@pinellascounty.org.

I wish you a happy holiday season!

Barry
December’s Question of the Month

What is your New Year’s resolution?

Complete online, email to employee.communications@pinellascounty.org or send to the hard copy address below.

“In Our Own Words” is a place for employees and retirees to send in your stories. You pick the topic! We’ll take your submissions any way you’d like to send them—from an Outlook message to a handwritten note. Please keep it to no more than three paragraphs. All pieces will be reviewed and may be edited.

Online, you can complete a quick and easy Story Idea Form.

Emails may be sent to EmployeeCommunications@pinellascounty.org.

Hard copies may be sent via interoffice mail to Human Resources Communications, 4th floor, 400 S. Fort Harrison Ave., Clearwater.

Please be sure to include your name, department/location, and a way to reach you.

The Pen

A monthly publication by the Pinellas County Human Resources Department
EDITOR: Mary L. Sault

Would you like to put something in the Pen?
Let us know by the first of the month.
And be sure to include photos!
employee.communications@pinellascounty.org

Use It Or Lose It

For those who have not used their Personal Day or Floating Holidays, the last day to use them in 2018 is December 22.

If a Personal Day is taken immediately before or after a recognized holiday, it must be scheduled and approved in advance.

BLOOD DRIVES

You can schedule an appointment at www.oneblooddonor.org.

Downtown Clearwater Courthouse
315 Court St., west lot
Jan. 16
11:00 - 4:00

Public Works
22211 US Hwy. 19 N.
Building 1, Clearwater
Jan. 24
12:00 - 5:00

Mid-County Tax Collector
13025 Starkey Road
Feb. 12
8:00 - 1:00

Utilities Building
14 S. Fort Harrison Ave.
Clearwater
Jan. 23
8:30 - 1:30

Utilities
6730 142nd Ave.
Largo
Jan. 31
1:30 - 4:00

Mark Your Calendars

Whatever holidays you observe, we wish you happiness, peace and good health.

Happy Holidays!
Classification & Compensation Study

Phase I – Phase II Update

Phase I
New Classified pay plans were put into place in September 2018, and pay adjustments were implemented for over 900 Classified employees to address classifications behind market and bring pay rates up to the minimum of the new pay grade. Since the September implementation, we unfortunately discovered classification assignment errors among Crew Chief positions and some errors in pay adjustment amounts that have since been addressed. We regret the errors that occurred and are putting processes in place to prevent similar errors in the future.

Evergreen Solutions continues to work through its analysis of 523 secondary review requests submitted by Classified employees in September. Due to the complex nature of some of the requests and the importance of thorough analyses, we expect the review process to continue through the rest of December and to provide employees with an update in January.

Phase II
As we work to wrap up Phase I, plans are underway for Phase II, which will include classification and pay adjustments for Exempt positions, Career Ladder policies, and addressing internal equity (range and rank compression).

Over the next couple of months, Human Resources will be working with Appointing Authorities and the Personnel Board to adopt new Exempt classifications and pay grades, and to address Exempt classifications that are compensated behind market and below new pay grade minimums. We anticipate Exempt employees will receive individual notices regarding tentative classification/pay grade changes and pay adjustments by the end of March 2019.

We will then turn our attention to addressing internal equity issues with the funding that’s available for Exempt and Classified employees.

We know that career ladders are on everyone’s mind. While 20 new career ladders were created as part of the adopted classification structure, five career ladders lost rungs, and one was deleted. Understanding the importance of providing clear opportunities for career growth and advancement, options for new career ladder policies will be shared with Appointing Authorities and employees in early Spring 2019 with final recommendations to be presented to the Unified Personnel Board after employees have been provided an opportunity for feedback.

This proposed timeline is subject to change as we implement the various stages of the process. We will provide regular communication and keep the website up-to-date as more information becomes available.

The Human Resources Director is embarking on a listening tour in January 2019 to get feedback, answer questions and hear thoughts and suggestions on the process.

Contact Jack Loring at 464-4838 or at jkloring@pinellascounty.org if you have any questions.

Secondary Review Update

Evergreen Solutions continues to work through its analysis of secondary review requests. We have asked Evergreen to thoroughly consider all input that they have received from employees and supervisors.

Due to the complex nature of some of the requests, we are now expecting to continue the review process through the rest of December and provide you with an update in January.

While we value our employees receiving the results in an expedient manner, our number one priority is ensuring that Evergreen’s final recommendations incorporate all feedback and issues that have been submitted.

We appreciate your patience through this important process.

Q. Can you tell me what bloodwork I have to run for our annual biometric screening, please? Is there a list I can print out and show to my doctor?

A. Yes! The list of information needed can be found in the FAQs: www.pinellascounty.org/hr/health_wellness/pdf/biometric-health-survey.pdf

Holiday Health and Safety and Safety Tips

The holidays are a time to celebrate, give thanks, and reflect. They are also a time to pay special attention to your health. Give the gift of health and safety to yourself and others by following the holiday tips from the Centers for Disease Control (CDC) we’ve sprinkled throughout this month’s publication. Look for the snowflake.

To learn more, including the holiday song The 12 Ways to Health, visit www.cdc.gov/family/holiday.
YOUR TOTAL REWARDS
Health • Wellness • Retirement • Compensation

Don’t Delay!

There’s still time to avoid paying the extra $500 premium in 2019 if you act now

The December 31 deadline to get your biometric screening (also known as health screening) done and to complete your online Rally Health Survey to avoid paying an extra $500 in 2019 for your health insurance, is almost here.

› Get information online about the biometric screening and where you can get a biometric screening done.

Not sure if you completed the activities?

There’s a handy NEW Rally Quick Guide on our website that provides three easy steps (with screen shots) to confirm you have completed both activities in 2018.

Take Care of Yourself

In December’s To Your Health newsletter, you will find articles with advice on how to:
› Avoid the flu, and
› Choose the right options for health care—emergency room, urgent care center, or Virtual Visit

Free Retirement Planning Webinars Scheduled for January 8 and 9, 2019

The Florida Retirement System (FRS) is offering free financial planning webinars for FRS-covered employees via webcast. Topics are Using the FRS to Plan for Retirement and New Employee Retirement Plan Choice.

View the flyer to learn more and to register.

Sign Up for Tobacco Cessation Programs Now

Classes are currently scheduled at:
Detention Center, Facility Operations Building, 14400 49th Street, Clearwater, Wednesdays, 10:00 to 11:00 a.m. starting Jan. 9, 2019
Utilities, 14 S. Fort Harrison Ave., 4th Floor Learning Center, Clearwater, Wednesdays, 12:00 to 1:00 starting Jan. 9, 2019

You may request a series of the Tobacco Free Florida onsite classes at your worksite with a minimum of 3 participants. Contact the Wellness Department staff for more information.

Other tobacco cessation options include one-on-one phone support with UnitedHealthcare (UHC), a free online program offered by UHC and Optum, or your physician may recommend a program. View the Tobacco Cessation FAQs for more information.

Wash your hands often.

Keeping hands clean is one of the most important steps you can take to avoid getting sick and spreading germs to others. Wash your hands with soap and clean running water for at least 20 seconds. If soap and clean water are not available, use an alcohol-based product.

BenefitsU

Free Retirement Planning Webinars Scheduled for January 8 and 9, 2019
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BENEFITS PARTNERS

DENTAL
Cigna
(800) 244-6224
www.mycigna.com

EAP/BEHAVIORAL HEALTH
ComPsych
GuidanceResources
(866) 615-3047
www.guidanceresources.com

FLEXIBLE SPENDING ACCOUNT (FSA)
WageWorks
(877) 924-3967
www.wageworks.com

HEALTH SAVINGS ACCOUNT (HSA)
Optum Bank
(800) 791-9361
www.optumbank.com

LIFE INSURANCE
Standard Insurance Company
(855) 290-9479
www.standard.com

MEDICAL
UnitedHealthcare
(888) 478-4752
www.myuhc.com

PRESCRIPTION
Express Scripts
(866) 544-9221
www.expressscripts.com

VISION
Davis Vision
(800) 999-5431
www.davisvision.com
Tangled Up in the Holidays?

*Contributed by Stephanie Watson, Solid Waste*

Tanglers, like Christmas lights, bubble wrap and plastic bags, jam up recycling processing equipment, making it difficult to recycle valuable material, while creating safety issues for facility workers. Keep these items out of your recycling bin and toss them in trash or recycle at alternative locations instead. Visit Pinellas County Government’s Facebook page for information about recycling during the holidays.

**What materials belong in the recycling bin?**

Plastic bottles and jugs, glass bottles and jars, metal food and drink cans, paper and cardboard.

**Have questions?**

Visit Pinellas County’s A to Z Guide to Recycling in Disposal to learn how to recycle or properly dispose over 450 items.

Did you know that Pinellas County has teamed up with local governments on an regional educational campaign about proper recycling? The regional partnership offers residents a simple, consistent message across the Tampa Bay region about what and what not to recycle. Visit www.tampabayrecycles.org to learn more about this effort.

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Pinellas Parler Toastmasters Club

Want to improve your confidence? Become a better speaker? Develop leadership skills? Come see what Toastmasters can do for you!

Meets the first and third Thursdays of every month, 6:00 to 7:15 p.m.

**Meeting location:**
The Community Volunteer Center
133 N. Fort Harrison Ave., Clearwater (corner of Drew Street)

Membership is open to all.

For more information, visit website: https://pinellasparler.toastmastersclubs.org/

Club president: Patsy Heiss, DTM, TMPresident1@gmail.com

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Keep warm.

Cold temperatures can cause serious health problems, especially in infants and older adults. Stay dry, and dress warmly in several layers of loose-fitting, tightly woven clothing. Check on children, the elderly and pets.
Pinellas County Employees Set Another Record

Employees donated more than $13,000 to the 32nd Annual Bike Drive

The spirit in the air was merry and bright and a bit jolly Friday, December 14, in the lobby of the courthouse at 315 Court Street in Clearwater as employees gathered to celebrate the success of the 2018 Bike Drive and to roll out 125 bicycles and helmets for needy children.

The Pinellas County Employee Choir sang several seasonal tunes. Commissioner Eggers said a few words of praise for the generosity of the employees.

Then the roll out began—in the rain—moving the bikes into trucks and trailers from Public Works Mosquito Control and Vegetation.

This project has been coordinated for nearly 20 years by Andrew Pupke, Director of Real Estate Management, in collaboration with the Human Services Department. “I am humbled and thankful to be a part of bringing joy to children at Christmas, and I stand in awe of the overwhelming generosity and kindness of my fellow County employees,” said Pupke. “We are truly more blessed to give than to receive.”

Employees from over 20 departments and five Appointing Authorities donated. In addition, Bay Care’s Risk Department donated 40 bike locks to the drive. The bikes will go to children—from toddlers to teens—of needy families that have been identified through the County’s Human Services department, including customers of the Family Housing Assistance Program, Hispanic Outreach Center, the Personal Enrichment through Mental Health Services Holiday Lane Market Place Program, and Religious Community Services.

3 Manage stress.
The holidays don’t need to take a toll on your health. Keep a check on over-commitment and over-spending. Balance work, home, and play. Get support from family and friends. Keep a relaxed and positive outlook. Get enough sleep.

4 Travel safely.
Whether you’re traveling across town or around the world, help ensure your trip is safe. Don’t drink and drive, and don’t let someone else drink and drive. Wear a seat belt every time you drive or ride in a motor vehicle. Always buckle your child in the car using a child safety seat, booster seat, or seat belt according to his/her height, weight, and age. Get vaccinations if traveling out of the country.
Clerk Employees Donate Nearly $4,000 to CASA and The Haven

From Pinellas County Clerk of the Circuit Court and Comptroller on Facebook

Silver Santa Bags for Elderly Residents

From Pinellas County Government on Facebook

Employees from Solid Waste, Human Services and Administration staff collected clothing, toiletries and many other necessities for needy elders. Silver Santa Bags were put together for senior citizens living within Pinellas County who might otherwise be forgotten. Safety and Emergency Services will also prepare Christmas Cards to be placed in all the Silver Santa bags.

Pinellas County Economic Development collected food for the RCS Food Bank this year. They sent over two barrels of food for the needy!

Be smoke-free.
Avoid smoking and breathing other people’s smoke. If you smoke, quit today! Call 1-800-QUIT-NOW, or talk to your health care provider for help.

Get check-ups and vaccinations.
Exams and screenings can help find problems early or before they start. Vaccinations help prevent diseases and save lives. Schedule a visit with your health care provider for a yearly exam. Ask what vaccinations and tests you should get based on your age, lifestyle, travel plans, medical history, and family health history.

Watch the kids.
Children are at high risk for injuries. Keep a watchful eye on your kids. Keep potentially dangerous toys, food, drinks, household items, choking hazards (like coins and hard candy), and other objects out of kids’ reach. Learn how to provide early treatment for children who are choking. Develop and reinforce rules about acceptable and safe behaviors for all electronic media.
Cuddle Bear Coin Collection Continues

Contributed by Darla Epper, Human Services

The year of 2018 was fantastic for the Cuddle Bear Coin Collection, which was named after my husband Jake, a.k.a. Cuddle Bear. Since Cuddle Bear served in the United States Air Force from 1965 – 1972 the monies found were donated to the Vets’ Holiday Bike Drive. Again, coworkers and friends joined to collect an awesome $511.25!

There were many additions this year to the entire project: an official CBCC Tally Pad, stuffed animal, mascot, bell, bake sales, and Goal Thermometer (pictured). There were many returning collectors and many new collectors. However, the surprise collector of the year was Charlie, Carol McKinney’s dog, who found a nickel in his home near the end of the year!

The 2018 Cuddle Bear Coin Collectors were: Abigail Stanton, Ana Carerra, Barb Fore (Dev. Rev. Svcs.), Brea Mullins, Brook Gajan, Carol McKinney, Charlie, Christina Bott, Christine Colabella, Clark Scott, Daisy Rodriguez, Danielson (friend), Daphne Johnson-McCluster, Darla Epper, Deborah Berry, Diana Persha, Donna Houser, Elisa DeGregorio, Elle Piloseno, Flo Harding, Geni Trauscht, Jadonn Sowell, Jane Muhrlin, Jennifer Wright, Jessica Aragon, Jodi Groth, Joe Riddle, Karen Yatchum, Karl Booker, Kathy Baird-Adams, Keri Vizandiou, Laura DeMoss, Laura Lent, Lisa Freeman, Lynne Nelson (Ret. of Dev. Rev. Svcs.), Marcella Fauvette, Marie Kingsbury, Meagan Dailey, Meghan Lomas, Michelle Cole, Mike Hill, Natasha Suarez, Pam Russo, Patty Vargas, Sara Gordils, Sasha Perez, Scott Glaser, Sheri Harris, Stephanie Reed, Steve Baumann, Tim Burns, Toni Rubino, Vivian Padron, and Zeffrey Mims. My apologies for anyone who donated or participated, and I didn’t know they did or if I forgot anyone...thank all of you so very much!

Have a Happy Holiday Season!

It’s Time for the Great Tornado Drill!

Contributed by Emergency Management

Pinellas County will join the state in the annual Great Tornado Drill at 10 a.m. on Wednesday, Jan. 16.

In the last three years, Pinellas County employees have taken this drill quite seriously. They have located the safest place in the work areas to shelter if a tornado warning is given. They have gathered their staff to “Duck and Cover” there. Then they have taken some of the silliest selfies and posted them on social media, using #PCTornadoDrill, or emailed them to communications@pinellascounty.org.

Last year, two trophies were awarded to the best photos. The Utilities Department and Supervisor of Elections were chosen as the winners for county participants. Who will win this year’s trophies?

Though this is meant to be a lighthearted exercise, it is important to practice since a tornado can hit 12 seconds after a warning is issued. This is a great drill for schools, businesses, households and any common meeting area, so encourage those in your family and community to participate as well. The top photos from the public sector will win a NOAA Weather Radio.

Instructions for the drill

**Before the drill**

- Review plans, inform staff, prepare

**Jan. 16: The day of the drill**

- After 8 a.m. consider a Tornado Watch to be in effect. A watch means conditions are favorable for the development of tornadoes and weather should be closely monitored.
- Let employees know, designate a coordinator, stay out of vulnerable areas.

**At 10 a.m.**

- Consider a Tornado Warning to be in effect. A warning means that a tornado is very possible or one has been spotted.
- “Receive” the emergency message (You should pretend).
- Coordinator gives a “take shelter” and “duck and cover” command.
- Take a selfie and post it using the hashtag #PCTornadoDrill or email to ema@pinellascounty.org

**10:30 a.m.**

- Termination of Watch and Warning/Wrap-up
- Assess and revise plan as needed.

For more information, e-mail ema@pinellascounty.org.
Employees’ Advisory Council Election Winners

Each year, half of the Employees’ Advisory Council Representatives’ seats are up for election. This year’s voting period was from November 26th to December 7th. Ballots were sent to permanent classified employees in the voting areas, and notifications were sent to supervisors to encourage their employees to participate. Thank you to all who voted!

Congratulations to the winners:

- Two candidates ran unopposed
- BCC Group 4: Charles Toney
- Other Appointing Authorities: Kevin Connelly
- BCC Group 3: Lisa Arispe
- BCC Group 5: Donna Beim
- BCC Group 7: Bill Gorman
- Clerk South: Marion Nuraj
- Tax Collector: Richard Carvale

EAC Representatives are elected to two-year terms by their fellow employees and meet monthly to address important workplace issues, such as:

- Serving in an advisory capacity to the Pinellas County Personnel Board and the Director of Human Resources concerning personnel matters, policies, rules, and regulations affecting employees
- Developing and recommending ideas related to working conditions, morale, public image, efficiency, employee safety and employee benefit programs
- Appointing two members of the Personnel Board

EAC Delegates are appointed through an informal process for a one-year term that runs from March to February. Delegates attend bimonthly meetings.

To learn more about the EAC, visit www.pinellascounty.org/hr/eac, or contact Charles Toney, EAC Chair, at 582-2382 or by email at ctoney@pinellascounty.org.

Pinellas Clerk Receives Award Winning Recognition for Financial Reporting for the 37th Consecutive Year

From a November 9 press release

The Pinellas County Clerk’s office was once again recognized by the Government Finance Officers Association (GFOA) with two national awards in government financial reporting. For the 37th consecutive year, the Clerk’s Comprehensive Annual Financial Report (CAFR) received the prestigious Certificate of Achievement in Financial Reporting. The Clerk’s Popular Annual Financial Report (PAFR), known as the Citizens’ Guide to County Finances, also received the association’s award for Outstanding Achievement in Popular Annual Financial Reporting for the 12th consecutive year.

“It is a true honor to be recognized by the GFOA with these distinguished awards for our reporting,” said Ken Burke, Pinellas County Clerk of the Circuit Court and Comptroller. “Much praise is extended to the hard working employees who diligently compile these important financial reports year after year. Every citizen is encouraged to review the CAFR and PAFR reports as they provide valuable insights regarding the County’s financial health, along with highlights and information on County government.”

The PAFR is a brief synopsis of the county’s financial health presented in a user friendly manner. The CAFR is a much more in-depth report that includes all County financial information such as statements, assets, revenues, expenses and tax collections. Both publications contain financial information for the County’s 2016-2017 fiscal year, which ran from October 1, 2016 to September 30, 2017 and can be found on the Clerk’s website, www.mypinellasclerk.org.

About GFOA

The Government Finance Officers Association (GFOA), founded in 1906, represents public finance officials throughout the U.S. and Canada. The association’s more than 19,000 members are federal, state/provincial, and local finance officials deeply involved in planning, financing, and implementing thousands of governmental operations in each of their jurisdictions. GFOA’s mission is to promote excellence in state and local government financial management. To meet the many needs of its members, the organization provides best practice guidance, consulting, networking opportunities, publications including books, e-books, and periodicals, recognition programs, research, and training opportunities for those in the profession.
The Real Power of Body Language

- It’s honest: Body language conveys truth, even when words do not.
- Creates self-awareness: Understanding body language helps you identify your own actions that hinder success.
- Understand feelings: Body language shows feelings and motives such as aggression, submissions, deception, etc.
- Enhances listening and communication skills: Paying attention to body language makes someone a better listener. Hear between the words spoken to what is actually being said.

10 Body Language Tips for Career Success

1. Stand tall and take up space
2. Widen your stance
3. Lower your vocal pitch
4. Strike a power pose
5. Maintain positive eye contact
6. Talk with your hands
7. Use open gestures
8. Reduce nervous gestures
9. Smile
10. Perfect your handshake

Just the Facts

- Body language is the unspoken element used to communicate feelings and intentions
- 60-90% of a message comes from nonverbal clues
- You make a first impression in less than seven seconds, and it is heavily influenced by body language

Body Language Types

- Sounds (Laughing)
- Closeness (Personal Space)
- Body Contact (Shaking Hands)
- Facial Expressions (Frowning)
- Speech Cadence (Pauses/Word Stresses)
- Posture (Slouching)
- Head Movements (Nodding)
- Hand Movements (Gestures)
- Eye Movements (Winking)

Crazy Facts About Hand Gestures

- You’re born to speak with your hands
- Hand gestures make people listen to you
- We can’t help it
- Gesturing helps you access memories
- Nonverbal explanations help you understand more

Body Language: Increase Your Personal Impact

Take a brief Body Language Quiz
(Click Answers Below)

1. What is the most honest part of the body?
   a. The feet
   b. The eyes
   c. The hands

2. You can tell a lot about a person by their handshake. The double handshake (where the person places their second hand on top of yours), is likely to be used by...
   a. Someone who tends to dominate in meetings
   b. Someone who is submissive
   c. Someone who trusts you and wants you to trust them

3. Eye contact is an important part of communication, and a lack of it can imply deception. To avoid staring at somebody, how can you naturally strike a balance?
   a. When breaking eye contact, look to the left or the right
   b. Look down at the floor every 30 seconds or so
   c. Look just past the person whose gaze you can no longer hold

Each person has a unique way of expressing and receiving communication. To be consciously aware of this helps you to navigate the amazing art of communication and, more specifically, communication through body language. Learn more about body language by attending an upcoming instructor-led class.

Answers: 1. a  2. c  3. a

Additional ULearnIT Resources
(Copy ID into search field after logging in.)
Click HERE to log in to Skillsoft.

<table>
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<tr>
<td>The Unspoken Words: Body Language and Tone of Voice</td>
<td>ID: acm_07_a03_bs_ enus</td>
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<tr>
<td>I Can Read You Like a Book: How to Spot the Messages and Emotions People are Really Sending with their Body Language</td>
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</table>

Learning Paths

There are seven Learning Paths to help you build knowledge and skills progressively over time. Certificates and microcertifications are available for successful completion.

To start on your Learning Path, see the Learning Paths Guide, email training@pinellascounty.org or call (727) 464-3796.
SERVICE ANNIVERSARIES

30 YEARS

Gill Hammond
Safety & Emergency Services

David Sadowsky, County Attorney’s Office, Clifford Still, Development Review Services

Brent Hall
Public Works

20 YEARS

Michelle Long
Tax Collector’s Office

Angela Moore
Clerk of the Circuit Court

Unavailable for Photo

30 Years William Lanier, Public Works, Sharon Klapka, Property Appraiser’s Office
25 Years Peter Lockhart, Public Works
20 Years Eric Bell, Marketing & Communications, William Meyers, Utilities, Johnny Parker, Utilities, Randall Rose, Real Estate Management

15 YEARS

James Beirne............... Parks & Conservation Resources
Adele Fairbairn.....................Tax Collector’s Office
Conor Petren..................................Public Works
Gregory Ramsey .......... Parks & Conservation Resources
Janice Rose.........................Tax Collector’s Office
Joseph Stillwell............................Utilities
Nancy String.................................Tax Collector’s Office
Keith Vargas ........................................Development Review Services
Jacqueline Ware.................................Tax Collector’s Office

10 YEARS

Tara Broadus..........................Tax Collector’s Office
Wendy Taylor ..................................Public Works

5 YEARS

Kimberly Belanger ........... Business Technology Services
Christopher Campbell..............................Utilities
David Gates..........................Safety & Emergency Services
Michael Daly..........................Property Appraiser’s Office
Sara Delli Fraine.................Property Appraiser’s Office
Bruce Fitzpatrick..........................Development Review Services
Daniel Glaser..........................Utilities
Da Nien Hoang..........................Utilities
Melissa Kennedy..........................County Attorney’s Office
Leyna Lacognata ...............Safety & Emergency Services
Melissa Magelnicki .............Convention and Visitors Bureau
Rafael Ramos Celandario.......Real Estate Management
Stephanie Reed.................................Human Services
Angel Schubert......................Tax Collector’s Office
Jason Schuler.........................Real Estate Management
Kristen Viola..........................Utilities
Corey Whitson.................................Solid Waste
Rebecca Windish.................................Public Works

3 YEARS

Randolph Ayers...........Development Review Services
Angel Brooks......................Clerk of the Circuit Court
Julian Hills..........................Marketing & Communications
John Indrunas.................................Airport
John Murphy..........................Safety & Emergency Services
Diana Quiroz.........................Tax Collector’s Office
Monica Santiago Alomar...........Tax Collector’s Office
Cassandra Tierney.................................Solid Waste
Kendall Tisdale.................................Public Works
Violet Wike.................................Solid Waste
Christopher Young..............................Planning
Mark Zitko..........................Utilities
Aaron Zylman..........................Tax Collector’s Office
**Retirements**

**Over 35 Years**
- Phyllis Brown
  - Tax Technician 3
  - Tax Collector’s Office, Skyway

**Over 26 Years**
- Marcy King
  - Appraiser 3
  - Property Appraiser’s Office

**Over 23 Years**
- Ronald Brown
  - Tax Technician 3
  - Tax Collector’s Office, Mid-County

**Over 21 Years**
- Gary Herbert
  - Craftworker 2
  - Real Estate Management, STAR Center

**Over 20 Years**
- Velma Williams
  - Tax Technician 2
  - Tax Collector’s Office

**Over 19 Years**
- Lori Dombroski
  - Deputy Tax Collector
  - Tax Collector’s Office

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**Retirees Unavailable for Photo**

**Over 15 Years**
- Paige Noel, Project Management Specialist 1, Parks & Conservation Resources, Heritage Village

**Over 12 Years**
- Bonnie Best, Records Specialist Senior, Clerk of the Circuit Court, Civil Court Records

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**REPCO News**

REPCO’s **January 14** lunch meeting will be at 11:30 a.m. at the Applebee’s Restaurant, 5110 East Bay Drive. A representative from Pinellas County Solid Waste will provide a presentation on Household Recycling and Solid Waste Disposal. If you have any questions, contact Rudy Garcia at (813) 855-3466 or rdgarcia@verizon.net.

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**Prevent injuries.**

Injuries from falls and fireworks often occur around the holidays. Use step stools instead of furniture when hanging decorations. Leave the fireworks to the professionals. Most residential fires occur during the winter months. Keep candles away from children, pets, walkways, trees, and curtains. Never leave fireplaces, stoves, or candles unattended. Don’t use generators, grills, or other gasoline- or charcoal-burning devices inside your home or garage. Install a smoke detector and carbon monoxide detector in your home. Test and change the batteries regularly.
Promotions

Promotions listed are for November 2018.

Board of County Commissioners

Animal Services
Karen Sanford...........................................Veterinary Tech
Larry Thomas...........................................Ani Cntl Ofcr 2

Building Services
Daniel Anderson....................................Bldg Plans Examiner

Safety & Emergency Services
Kendall Boyer.................................911 Pub Safety Telecomm 2
Brian Gallaher.................................911 Pub Safety Ctr Supv 1

Development Review Services
Keith Vargus..........................................Code Enf Supv

Public Works
Rhonda Calder............................................Craftwkr 1
Jacob Coulter............................................Craftwkr 1

Purchasing
William Lawrentz...............................Trne UF B EEO2

Utilities
Edward Atchison..............................Mgr SCADA & Sys Security
Kevin King............................................Wtr Qual Mgmt Spec 3
Christopher Nelson..............................Trne UF A EEO7

Clerk of the Circuit Court

Jennifer Deller......................................Fin Opns Analyst

Tax Collector’s Office

Kimberly Williams...............................Dep Tax Col

Pets of the Month

Contributed by Season Groves, Pinellas County Animal Services

Gerardo
2-year-old male
Gerardo is a great looking cat with lots of personality. A 2-year-old gentleman who oozes confidence, doesn’t mind being held but is a bit nosy. If you can handle a bit of nosiness, he’s your guy.

Lovely Luna isn’t yet a year old but is proving herself to be impressively mature and bright. She’s a social and curious teen when meeting new people and dogs, but she also appears housebroken, obedient, and sits politely for treats.

Give Dogs a Home for the Holidays

Residents can foster dogs for two nights to find the right fit for their home.

From a Nov. 29 Marketing & Communications press release

Pinellas County Animal Services aims to make the holidays a little brighter for dogs in need of a good home this season with “Home for the Holidays,” a program that allows residents to foster dogs for two nights in hopes they find the perfect fit for their family. The campaign runs Dec. 1 to 21.

Home for the Holidays is only available for adult large breed dogs, with a focus on dogs that have been with Animal Services for more than 100 days. If the fit is not perfect after two nights, the home still provides a comfortable break for the pet.

For information on how to adopt, donate or volunteer, join Pinellas County Animal Services on Facebook. To learn more about the shelter, visit www.pinellascounty.org/animalservices, or call (727) 582-2600.

Adopt one or both of these beauties, fully vaccinated, spayed, microchipped and more from Pinellas County Animal Services at 12450 Ulmerton Road in Largo. View more adoptables at www.pinellascounty.org/animal services/Adoption_Center.htm.
Welcome Aboard!

New employees listed are for November 2018.

**Board of County Commissioners**

**Development Review Services**
Diane Devol.................................Code Enf Ofcr 1

**Economic Development**
Aubri Shauger-Haley.....................Bus Dev Mgr

**Human Services**
Darla Goosen..............................Admin Sec
Danyelle Green.............................Hum Svcs Prog Admin

**Management & Budget**
Shane Kunze...............................Strat Perf Mgmt Analyst

**Parks & Conservation Resources**
Susan Bowman.............................Envir Spec 2
Susan Schnack.............................Proj Mgmt Spec 1

**Public Works**
Keith Bednark.............................Spray Tech 1
Tyler Cothron.............................Admin Supt Spec 1
Paul Dean..................................Sec Mgr 3
Ryan Goshay..............................Maint 1
Matthew Hill..............................Tree Trimmer 1
Rashad Keaton.............................Maint 2
Sterling Mills..............................Maint 1
Christopher Ritenour....................Maint 1
Eddie Teart...............................Maint 1
Christopher Whittaker..................Tree Trimmer 1
Marquis Williams........................Maint 1
Raven Wright.............................Spray Tech 1

**Real Estate Management**
Huwayne Larman........................Craftwkr 1
Josue Rosado.............................Real Prop Spec 2

**Risk Management**
Keith Bentley.............................Claims Adjuster 1

**Solid Waste**
Nicole Easter.............................Sol Waste Prog Asst

**Utilities**
Justin Jaeger.........................Elec/Mech Tech 1
Ryan McMahon............................Proj Coord-Admin
Wesley Panganiban......................Util Maint 2
David Stein...............................Util Maint 2

**Clerk of the Circuit Court**
Melissa Miller.........................Exec Asst
Tina Tulk.................................Rec Spec 1

**Commissioners’ Office**
Ashley Overend.........................Exec Aide

**Tax Collector’s Office**
Kristin Cook.........................Office Spec 1
Robert Zukowski......................Software Dev

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**Find it Fast: HR from A to Z**

Our A to Z Index has been viewed 16,000 times! Find what YOU need on the HR website quickly and easily, too. 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.
If you've ever donated to a charitable organization, then you've surely received countless solicitations from other organizations, some that you've never even heard of. After a natural disaster, donations are requested to help the victims, throughout the holidays you're asked to give to the less fortunate, and many more. How do you distinguish the legitimate charities from the others?

Before you donate make sure you follow a few simple tips:

1. Check out the charity: All charities soliciting within or from Florida must register with the Florida Department of Agriculture and Consumer Services. The department’s site—Check-A-Charity—allows you to verify that the organization is properly registered and provides a copy of their financial information, so you know how the organization spent donations in the past.

2. Never give cash: It’s best to make your donation by check and make the check payable to the organization.

3. Know who is asking for money: Be wary of charities that pop-up overnight. Don’t be fooled by an impressive sounding name or donate simply because they claim they’re collecting for a cause you support. Do your research and make an informed decision.

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

Handle and prepare food safely.
As you prepare holiday meals, keep you and your family safe from food-related illness. Wash hands and surfaces often. Avoid cross-contamination by keeping raw meat, poultry, seafood, and eggs (including their juices) away from ready-to-eat foods and eating surfaces. Cook foods to the proper temperature. Refrigerate promptly. Do not leave perishable foods out for more than two hours.

Eat healthy, and be active.
With balance and moderation, you can enjoy the holidays the healthy way. Choose more vegetables and fruit. Select just one or two of your favorites from the host of tempting foods. Find fun ways to stay active, such as dancing to your favorite holiday music. Be active for at least 2½ hours a week. Help kids and teens be active for at least 1 hour a day.
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.

Gone but not Forgotten

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

**Harold Angermeier**, 92, passed away on October 26. He was the Director of Pinellas County Social Services at his retirement. Services were held on November 2. View his obituary.

**Jerry Butts**, 77, passed away on December 6. He retired in 2003 with 29 years of service at Utilities Engineering as a Water Systems Distribution Manager. A memorial service will be held December 21 in Jasper, Florida. View his obituary. Contributions may be made in his memory to the ASPCA.

**Ronald (Ron) Peters**, 74, passed away on November 18. He retired in 2016 from the Clerk’s Inspector General Division as a manager after 18 years of service. A memorial service took place December 1. View his obituary.

**Gary Vertescher**, 65, passed away on November 26. He retired in 2009 from Fleet as an ASE Certified Master Technician after nearly 20 years of service. A remembrance was held on December 15. View his obituary.

Graduation

**Maria Kelly** (Forward Pinellas) graduated recently from Old Dominion University, a prestigious college in Norfolk, Virginia. She received her four year degree in Psychology, after working on it for 8 years (a couple of classes at a time) while working a full time job and raising a teenager. Maria said, “It can be done with perseverance and a little support from family and friends.” Maria also tapped into Pinellas County’s Tuition Reimbursement Program to help fund her education.

Maria said, “I am very proud of myself for reaching a worthwhile life goal.” Congratulations, Maria!

Classified Ads

**For Sale** — **Solid Wood Maple Hutch/China Cabinet** $225 with free delivery. Lots of great storage space. Please contact Cathy at (727) 403-8629.

**For Sale** — **Total Gym XLS**. New in Box $399. Call Deborah: (727) 698-1566

More ads next page.
**For Sale** — Verizon Apple iPhone 6S 64g unlocked with original box, charger, earbuds, newer battery, Otter case, screen saver in excellent condition. Phone has been reset to factory specifications. No scratches or dents. Cash only $240. Will meet in a protected location only: North County Pinellas County Sheriff’s Station, Bayshore Blvd., Dunedin, or will come to the Clearwater office to meet you. (727) 424-4845.

**JT Lauro Competes in Gran Turismo World Championships in Monaco**

After four months of online qualification, Joseph “JT” Lauro (Clerk) was fortunate enough to qualify for the Fédération Internationale de l’Automobile (FIA, English: International Automobile Federation) Gran Turismo World Championships in Monaco between November 16th and 18th. While there, he competed against the world’s top Gran Turismo players in the first FIA Certified sim (simulated) racing event in history. This event was broadcast worldwide online and was watched by nearly 3 million people. JT was even able to meet current, and five time Formula 1 World Champion, Lewis Hamilton. (Pictured, right. JT on the right.)