



Employees' Advisory Council



to continually improve the Pinellas County classified employees' quality of work life

Approved by the EAC

Employees' Advisory Council – Representative Meeting Minutes
Extension Services, Magnolia Room, 12520 Ulmerton Road, Largo, FL
Wednesday, April 21, 2021, 2:30 p.m. – 4:30 p.m.

Prepared by Maggie Miles

Call to Order

The EAC Representative meeting was called to order at 2:35 p.m. by Vice Chair, Bill Gorman quorum is present, added remote attendees Chair, Lisa Arispe and Donna Beim.

Approval of Minutes

- The February 17, 2021 Representative meeting minutes tabled until May meeting
- The March 17, 2021 Representative meeting minutes were approved with a motion by Charles Toney, seconded by Bill Gorman. Unanimously approved.

Comments from Kimberly Crum, Director of Human Resources

- Benefits
 - Flexible Spending Account (FSA): Human Resources is working on transmitting file from WageWorks to our vendor (TASC) this week, and they will have the accounts updated within 5 to 7 days.
- Benefits Advisory Committee Subcommittees
 - Our 2nd Leave team met on 4/8 and the 2nd Voluntary Benefits team met on 4/16. Lively, interactive discussion in both. We are preparing items to take to the full committee's meeting on May 25.
 - The 1st meetings for the Education Assistance team and the Wellness & Incentives team were held on 4/1 and 4/7, and we are in the process of scheduling follow up meetings for both.
 - Plan Design subcommittee is scheduled to meet on May 6.
 - Willis, Towers, Watson Benefits consultant information will be sent out. Lisa Arispe asked will the proposed plan design be affordable to the average employee. Kimberly Crum replied there is no exact cost until the RFP comes back.
- Benefits Advisory Committee – Willis, Towers, Watson Benefits consultant information will be sent out. Lisa Arispe asked will the proposed plan design be affordable to the average employee. Kimberly Crum replied there is no exact cost
- RFPs the evaluation meetings are scheduled as follows:
 - Dental, 4/21
 - Medical, 4/23
 - Pharmacy, 4/28We have reserved time for finalist presentations, if needed, from 5/7 through 5/21, and we are still on target to make decisions and start negotiations as planned.
- Wellness

- The COVID-19 Vaccine Facts and Myths recorded webinar is now available in the News & Updates section of the HR webpage.
- The downtown Wellness Center continues to operate with the COVID-19 restrictions (limited hours, no showers, masks required). We re-assess the first of each month to determine if changes are warranted.
- Regular (snail mail) letters were sent to the individuals who attested that they are tobacco users and who did not complete a tobacco program by March 31, reminding them of the tobacco deduction and when it begins. Deductions will start 5/14.
- The Wellness program continues to broaden to include all aspects of wellness, including more financial well-being classes, cooking demonstrations, and partnering with Moffitt Cancer education. For more information, please see our Wellness Program information on the HR webpage.
- HRIS
 - Ongoing efforts associated with the Oracle 12.2 upgrade.
- Communications
 - The Pen – new Employee Spotlight feature in the April edition of the Pen.
 - Developed a special 10-page edition of *The Pen* newsletter in March to recognize the outstanding and distinguished work done by Pinellas County employees to benefit our community, and to memorialize the one year “anniversary” of the COVID-19 pandemic and that it has deeply affected everyone.
- Update on Performance Evaluation –
 - Clerk of the Court – Ralph Reid, Tax Collector – classified employees have quarterly reviews, good metrics/design. Lisa Arispe is the review connected to a merit increase? Ralph Reid stated it’s too early; talks are still on-going.
 - Performance Review – Maria Roberts – working with different Appointing Authorities on career ladders.
 - BCC - Rodney Marion from the August 2020 Survey – Leadership meeting, 360° employee evaluation; a way for employees to work with supervisors, set core competencies/objectives, because evaluations should be meaningful. Software Oracle upgrade to see if will fit needs. It may take a couple of evaluation cycles to see how it is working, prior to implementing for use with merit. An Evaluation System will be in place by the end of the year (2021) hopefully. Charles made the comment that a general along with a merit increase totaling 4%-5% will allow employees the opportunity to reach mid-point in a 5-6-year time period.

Personnel Board 4/1/2021 Comments

- A termination was overturned on appeal. Tami Maloney did a great job in representing the employee. Discussion ensued regarding whether management should use the County attorney’s office when the employee is not represented by an attorney. The adverse effects of employees who have pending appeals and out of work; (1) no benefits (2) FRS impacted; (3) loss of income was discussed. Lisa Arispe stated the Personnel Board does not have authorization for back pay. Discussion continued regarding the need for policies to address concerns about terminations, including cases where penalties seem excessive, vindictive, and doubly punitive. In addition, once employee is reinstated can there be options for lateral transfers. Lisa Arispe suggested speaking to Appointing Authorities, since these are case-by-case basis.

Committee Updates

- Advocate – MS Teams Meeting held with Rodney Marion, Kimberly Crum, Tami Maloney, Curtis Goss and Leena Delli Paoli on process and policy concerns.

- Legislative – Charles Toney, FRS SB 84 – Fails this session due to no House companion bill. Charles plans on addressing this issue with the Pinellas County Legislative Delegation individually and when they meet later in the fall. High Risk for 911 workers (Utility and 1st Responders), no update on this issue.

Old Business

- EAC By-Laws submitted to the Personnel Board for review, Charles Toney is unable to attend the May Personnel Board Meeting.
- May Delegate Meeting will take place at Phillipe Park May 27th from 8-10am. Barry Burton and Jeffrey Lorick will be the guest speakers.

New Business/Open Discussion

- Telecommuting – Rodney Marion stated this issue is being looked at, including the benefits of working from home; cost savings for county and employees, application must be fair and consistent, and address any liabilities. The Appointing Authorities are reviewing this issue and a consultant is assisting with a Remote Countywide Policy.
- Department Visits by Kimberly Crum – they will resume soon.
- EAC Representative articles for *The Pen*: Katiah Fitzpatrick – May Pen, Jeff Albenzio – June Pen and Tami Maloney – July Pen and Lora Kyle-Woodall – October Pen

Bill Gorman made a motion to adjourn at 4:35 p.m., seconded by Charles Toney.

Jeff Albenzio*	Lisa Arispe (R)	Donna Beim (R)	Kevin Connelly*	Leena Delli Paoli
Katiah Fitzpatrick*	Henry Gomez*	Bill Gorman*	Lora Kyle-Woodall*	Tami Maloney*
Maggie Miles*	Clarethia Monroe*	Randy Rose*	Christian Steiermann*	Charles Toney*

*EAC Representatives in attendance at this meeting. (R) Remote Attendance