

UNIFIED PERSONNEL SYSTEM

Annex Building
 400 S. Fort Harrison Ave., 4th Floor
 Clearwater, Florida 33756
 Phone: (727) 464-3367
 FAX: (727) 464-3949
 www.pinellascounty.org/hr



Kimberly R. Crum
 Director

TO: The Honorable Chair and Members of the Unified Personnel Board

FROM: Kimberly R. Crum, Director of Human Resources *KRC*

SUBJECT: Recommendation to Reinstate the Appeal Hearing Scheduling Requirement

DATE: April 29, 2021

Recommendations:

It is recommended that the members of the Unified Personnel Board reinstate the requirement to schedule appeal hearings within 120 days from receipt of a request to appeal as provided in Section 3-2 of the [Appeal Procedures of the Unified Personnel Board](#).

It is further recommended that the Board continues to hold appeal hearings in person as they become scheduled. Currently, there are no appeal hearings to be scheduled.

Background:

Section 3-2 of the Personnel Board's Appeal Procedures require an appeal hearing to be scheduled within 120 days from the Human Resources Director's receipt of an appeal hearing request, unless there has been a continuance.

Given the state of emergency due to the COVID-19 virus, in May of 2020, the Board voted to suspend application of the requirement to schedule appeal hearings within 120 days from receipt of a request to appeal. At that time, Personnel Board meetings were conducted virtually. Appeal hearings present a number of logistical and technical challenges to ensure that all legal requirements can be met and are best suited to regular in-person Board meetings.

As Board meetings are now being held in-person and adhere to social distancing guidelines, it is recommended that the Board resumes the scheduling requirement within 120 days of receipt of an appeal hearing request, unless there has been a continuance.

Thank you for your consideration of this request.