



Unified Personnel Board – HR Update September 2021 (August 2021 updates)

Internal Recruitments

- Brennan Atwood, Compensation and Classification Consultant has been promoted to HR Officer for Workforce Strategy, Human Resources Information Systems (HRIS) & Records Administration Centers of Excellence, effective August 30.
- Our new Wellness Technician, Nicki Lanauze, starts on September 7.
- Finalizing the selection for the newly created HR Ambassador position which will provide red carpet service to employees, retirees, new hires and applicants.

Benefits & Wellness

- Benefits Advisory Committee (BAC) meeting was held on August 27 to go over the results of the Benefits Valuation Survey and the results of the Voluntary Benefits RFP.
- The contract phase for Medical/EAP/Behavioral Health, Dental, Pharmacy and Medicare Advantage is ongoing and expected to be completed on schedule.
- Wellness offered many virtual opportunities in July and August including COVID-19: Preparing for Return to School, COVID-19 Employees in a Heightened Emotional State, Building Immunity, Dementia Awareness, Cooking – Foods That Improve Immunity, Financially Fit Kids, Garden4Life: Pollinator Gardening, and Healthy Lifestyles presented by Moffitt Cancer Center.
- The County hosted 7 mammogram bus events with over 100 screenings.
- We continue to remind employees of the new process for biometric screening in 2021. We provide helpful resources on the website with step-by-step instructions including a video demo, help guides, and FAQs. Additionally, supervisors will receive guidance on encouraging and assisting their staff. In September, employees will be able to attend live information sessions.
- In partnership with Wellness Champions, Wellness is coordinating onsite flu shot clinics at 8 County locations in late September and early October. Vaccinations will be at no cost to employees on the County plan. Employees not on the County plan may take advantage of the clinics as well.
- Five County locations hosted OneBlood Blood Drives in August, which are shared in *The Pen* and *To Your Health* newsletters.
- To provide as many opportunities as possible for employees who attest to tobacco use at Annual Enrollment, both virtual and onsite tobacco cessation programs are currently available.

Classification & Compensation

- Preparing for pay range adjustments and implementation of the Fiscal Year '22 general increase.
- Conducting positions audits as part of our project to examine over 300 BCC priority position audit requests.

Communications

- The Employee Voice survey closed on August 26. The participation rate as of August 20 was 74%. Next steps: The vendor (Empact Solutions) will report results for each of the Appointing Authorities in October and then Appointing Authorities will share information with employees and begin making action plans.
- Partnered with the Pinellas County Schools and hosted 4 high school student interns through the School's Summer Acceleration Program. The students contributed 560 hours in 7 weeks at South Cross Bayou Advanced Water Reclamation Facility.

Human Resources Information System (HRIS) and Records Administration

- Ongoing participation as key stakeholders in the Oracle (OPUS) EBS 12.2 Upgrade Project, along with Communications staff.
 - The first upgrade has been rolled out, and there have been no major problems encountered.
 - There is a dedicated SharePoint site with FAQs, user guides, videos and contact information for Change Champions who are available to answer questions.

Organizational & Talent Development (OTD)

- Business Writing is back on August 26th and September 14th (virtual instructor-led) to explore the golden rules of writing.
- A CityWorks iPad Essentials learning opportunity began in August which will touch up to 300 employees.
- Learning Heroes interest in OTD services and products has increased by the introduction of 20-minute learning bursts. Invitations to staff meetings and lunch & learns are on the rise.

Workforce Strategy

- Continued to assist hiring managers with recruitment plans, designing job specific postings, and posting positions to the website and other recruitment outlets.
 - 325 hires in 2021 to date (99 hires, July - August)
- Workforce Strategy team offers interview scheduling service to hiring managers upon request. In July alone, the team scheduled 212 interviews showing an increase in hiring.