



HAPPY NEW YEAR!

The State of the UPS 2013



*Peggy Rowe, Director
Human Resources*

Happy New Year to all of you. I am pleased to report that the state of the Unified Personnel System is good. As you well know, in the past several years we've faced reduced staffing, continued budget constraints, and heightened expectations on the part of our citizens. We have successfully faced these challenges and emerged stronger and more efficient. I am optimistic about our future.

In 2013 I was privileged to conduct over 30 listening sessions with scores of employees from various Appointing Authorities. As a result of these meetings, I have an even greater appreciation of our employees' dedication and commitment to the success of our organization. We are justifiably proud of the excellent service we provide to our citizens. These meetings generated many thoughtful, concrete suggestions about how the workplace could be improved. Ideas included:

- capturing the institutional knowledge of employees nearing retirement;
- improving the recruiting and hiring process;
- more clearly defining career paths;
- flexibility in scheduling whenever possible;
- focusing on the positives and recognizing good work;
- opportunities for individual development; and
- more meaningful performance management.

It is gratifying that our eleven Appointing Authorities also share these priorities. We are on course for implementing many of these ideas. We envision a culture that embodies continuous learning, promotes leadership at all levels, continual improvement of work processes, and a measured approach to workforce planning.

In the next five years, over 20% of our employees are eligible to retire. For this reason I have launched a new

initiative to forecast and meet our future staffing needs. You'll be hearing more about this in the next several months.

We are already responding to heightened demand for assistance with new recruitments, ensuring the proper classification of current positions, and leadership development throughout the organization.

Encouraging wellness remains one of our top priorities, and this year our efforts were acknowledged by United Health Care's "Well Deserved" award. We were honored to be one of 12 employers recognized nationally.

In 2013 we also conducted our first employee survey in partnership with the National Research Center. I am pleased that 74% of our employees shared their opinions about working for Pinellas County. Preliminary survey results were very comparable to the insights that were shared during the listening sessions. Results will be shared with you in the coming weeks.

I appreciate the willingness of our employees to engage in how we shape our future and look forward to another successful year in 2014.

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 - Supervisor of Elections**
 - Tax Collector**

REPCO NEWS

REPCO's regular meetings are held at noon

on the second Monday of each month. The next meeting (**January 13**) will be held at noon at **Perkins Family Restaurant, 2626 Gulf-to-Bay in Clearwater** (NE corner of US Hwy 19). The speaker will be a representative of the Tampa Bay Computer Society and will talk about membership, services, and classes offered.

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



Mark Your Calendars

Clearwater Courthouse 315 Court Street West Parking Lot February 6, 2014 9:00 a.m. - 3:00 p.m.	Logan Lab 1620 Ridge Road Largo January 14, 2014 8:00 - 10:00 a.m.
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Every donor is three more lives saved!

The deadline and publication dates for *The Pen* have changed beginning in 2014. *The Pen* will now be published **on the 15th of each month** or the next business day if the 15th falls on a weekend or holiday. The **deadline for copy is the first of each month** or the next business day if the 1st falls on a weekend or holiday.

The Pen

EDITOR Laura Berkowitz
ASSISTANT 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 • FAX: (727) 453-3660

E-mail: employee.communications@pinellascounty.org

NEW STATE LAW - ELECTION DAY VOTING

Effective January 1, 2014, mail/absentee ballot voting and ballot pickup and voting in Supervisor of Elections Offices on Election Day is only permitted in the case of an emergency.

This new law applies to the January 14, 2014 – Special Primary Election.

A voter or voter's designee must sign an affidavit affirming that the voter is unable to go to his/her polling place on Election Day due to an emergency and provide the reason for the emergency. This affidavit and the information provided becomes a public record when submitted to the Supervisor of Elections.

A voter who willfully affirms falsely to any affirmation in connection with an election can be convicted of a felony of the third degree, punishable pursuant to Florida Statutes 104.011 and 104.041.

To find election, precinct and polling place information, visit www.votepinellas.com or call (727) 464-VOTE (8683).

From Pinellas County Communications and Justice Coordination and Consumer Protection

Don't lose yourself: Get wise to tax identity theft

Identity theft is a serious crime. It occurs when personal information is stolen and used without your knowledge to commit fraud or other crimes. Identity theft can cost time and money, destroy your credit and ruin your good name.

The **Federal Trade Commission has named Jan. 13 to 17 Tax Identity Theft Awareness Week**. The FTC will host national and regional events designed to raise awareness about tax identity theft and provide consumers with tips on how to protect themselves, and what to do if they become victims.

Accounting for more than 43 percent of the Commission's identity theft complaints in 2012, tax identity theft was the largest category of identity theft complaints by a substantial margin.

Events planned for the week include webinars led by FTC staff in both English and Spanish, a bilingual Twitter chat hosted by @FTC and @laFTC, and a series of regional events hosted by the FTC throughout the country with a focus on states with the highest number of tax identity theft complaints.

A schedule of events is available on the **Tax Identity Theft Awareness Week webpage**, along with links to planning materials and helpful information for consumers.

2013 EAC ELECTION NEWS

Seven of the fifteen seats on the Employees' Advisory Council (EAC) were up for election in 2013.

Four candidates ran unopposed and were automatically elected for a two year term (2014-2015):

- BCC Group I – Chuck Mangio
- BCC Group II – Randy Rose
- Property Appraiser - Mike Powell
- Supervisor of Elections – Dawn Grasso

Winners of those seats for which there were multiple candidates are:

- BCC Group VIII – Clare McGrane
- Clerk North – Jennifer Gundel

One seat is currently vacant:

- BCC Group VI – no candidates



ASK PEGGY



Peggy Rowe
Director of Human Resources

under this federal law, nor has the County FMLA policy been changed. And employees still are required to promptly notify their supervisor when they have a need to take leave, whether FMLA or otherwise.

The primary change for employees is that after notifying your supervisor of your need for leave you must contact Standard if your leave may qualify for FMLA. Standard will ask you questions regarding the nature of the leave, request any required medical certification, and either approve or deny the FMLA request.

In other words, the steps performed in the process have not changed, only who is responsible for some of them. Details on the new FMLA procedures are found on the FMLA page of the Human Resources website - <http://www.pinellascounty.org/hr/benefits/fmla.htm>.



The Pen

Q: I was out during a portion of the holidays and understand that the County has a new policy for requesting FMLA. What changed?

A: In December we notified employees that Standard Insurance would begin administering requests for Family & Medical Leave (FMLA) effective January 1, 2014. Rest assured that there are no changes to the protections employees receive

The 2014 Training Catalog has been posted and is now available for viewing at [Training & Development - Upcoming Classes](#)

OurSpace

Don't forget to check your blog page – **Our Space** – regularly. Bookmark it at <http://sharepoint1-vm.co.pinellas.fl.us/HR/OurSpaceBlog/default.aspx>. There is news every day!

If you'd checked the blog recently here are some of the things you would know about:

- The cold night shelters opened for our community's homeless.
- The next *Colors of Pinellas* Art Show.
- New classes from Training and Development.
- The latest news from Economic Development.
- The deadline to register for the 1st Annual *Golf Scramble* Pinellas County employee golf tournament.
- Employees' generosity during the holidays (including photos).
- An employee volunteer opportunity for the 2014 *Day of Service* with Habitat for Humanity.
- The reminder to complete your biometric screening and health assessment.

YOU can post to the blog. It's easier than you might think – give it a try! Share your photos, celebrations, upcoming events and check for the latest news for you from the County.

If you have questions, please contact Mary Sault at 464-5098 or msault@pinellascounty.org

The Pen

New Year, New Classes!

There are 7 new classes which employees can take advantage of in 2014. Take time this year and learn or improve a skill set.

Sign-up in Oracle Learning Management (OLM). [Click here](#) for help in registering for a course or email training@pinellascounty.org if you encounter a problem.

If you have a question about any of the new courses contact Matthew Stewart at mstewart@pinellascounty.org

Five Dysfunctions of a Team
½ day class (2/19, 6/18 or 10/21)

What are the 5 items that will doom a team? What makes some teams soar and others fail? You will learn what the five dysfunctions are, starting with lack of trust and ending with focusing on results, and how you can overcome obstacles to create success for the team. Participants will leave with a handful of ideas that can be easily implemented on existing or new teams.

High-Performance Organization
Full day class (2/5, 3/11 or 4/9)

Are you looking to build a high-performance organization (HPO)? Or, are you simply interested in learning more about HPO? This introductory workshop is concerned with the theory and practice of large-scale organizational change management and performance improvement. You will leave with the ability to diagnose your organization, identify opportunities and affect positive change.

Leading With Persuasion
½ day class (1/22, 5/28 or 9/17)

Have you ever had a really good idea, but nobody would listen to you? In this workshop you will learn how to persuade others. You will become skilled at communicating through the power of positive persuasion. At the end of the workshop you will be able to lead with persuasion by following the three essential steps: preparation, presentation and response.

Continued on page 5

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To enter this month's contest send your answer to employee.communications@pinellascounty.org or via interoffice mail to *The Pen*, attention Editor. All correct entries will be entered into a drawing. Entries must be received by **January 31, 2014**. The winner will receive a special prize and be recognized in the next issue of *The Pen*.

Pinellas Roots

Q: What popular restaurant was located in Tiki Gardens on Indian Rocks Beach?



A. Trader Franks, named after co-owner "Trader" Frank Byars, was located on the grounds of the Polynesian themed park, which included several gift shops, exotic birds and monkeys, Tiki gods and more. Closed in the 1980s, many have fond memories of this enchanting "south seas" attraction.

And the Winner is:

Nadine Thessen
Public Safety Services

Promotions

Clerk of the Circuit Court

Teresa Cauley Fis Rec Spec
 Jessica Fahey Prob Audit Spec
 Debbie Hazley.....Crt Clk Sr
 Lesya Kindiuk..... Crt Clk
 Kimberly Madison Crt Clk
 Wendy Neville Proj Coord-Proj Mgmt
 Rodney TablerMgr Cir Civil Crt Rcds
 James Huebner.....Bus Analyst

Communications

Mary Burrell Pub Info Mgr
 Carla Mitchell Comm Mgr
 Susan Morse Comm Mgr

Construction Licensing Board

Anne Maddox.....Dept Admin Mgr

County Administration

Cheryl De Cou Exec Admin Spec

Environment & Infrastructure

John Bishop..... Coastal Mgmt Coord
 Phil Bramlage Wtr Qual Monitor Mgr
 Larry Coleman Traf Tech 3
 Oren Crawford Maint 2
 John Graham..... Traf Tech 3
 Christine Hemberger Wk Plng Coord
 Jason Jones Meter Rdr 2
 Deneta Jones..... Eng Spec 2
 Haxhi Muharemi Wtr Qual Mgmt Spec 2
 Chrishun Nelson Traf Tech 3
 Domingo Romero Traf Tech 3
 Nathan Shawen SCADA Supt Coord
 Penny Simone..... Eng Supt Svcs Supv
 Kirk Smith..... Traf Tech 2
 Matthew Touchton Transpnt Sys Tech 1
 Shay Unrue..... Admin Supt Spec
 Deontay Voss Craftwkr 1
 Melanie Weed Prog Coord
 Reva White Eng Spec 2
 Stephen Yeatman..... Eng Spec 2
 Shirley Zeller..... Eng Supt Svcs Supv

Health & Community Services

Laura DeMoss Exec Admin Sec

Parks & Conservation Resources

Brennan Farrington Envir Spec 2
 William Froberg..... Envir Prog Mgr

Public Safety Services

Otto Sandleben..... 911 Pub Safety Telecomm 2

Property Appraiser's Office

Faye Creter Prop Rcds Tech

Tax Collector

Edward Parrado Tax Spec Sr
 Rae Ann Sievers..... Tax Asst Sr
 Jennifer Hadley Tax Spec Sr
 Mark Gundel Tax Spec Sr

The Pen

Hoarder or Historian?



FROM THE RECORDKEEPER

“We’re not hoarders, we consider ourselves historians” proudly remarked an employee during a records management presentation. Some departments have earned the reputation as being a “go-to” resource for information because of the nature of their business or simply because they have adopted the CYA (Cover Your Assets) mentality as a business practice and retain every record ever created by or distributed to their department. There are instances where retaining multiple copies is a necessity. However, whether electronic or paper, there is a fine line between hoarding and retaining records that have real value. According to the Florida Department of Library and Information Services, a record that has historical, administrative, legal and fiscal value should be retained for a period of time based on its content.

Many can relate to that sigh of relief you experience when you call the “go-to” department and they are able to provide you a copy of a document that you could not find. The flip side of this scenario is the potential liability. If litigation is pending, any records related to the case that are still retained, regardless if the record has satisfied its retention time per Florida’s **General Records Schedule**, could be subpoenaed. Retaining every record without a plan to manage them throughout their lifecycle, from creation to disposal, is not a best management practice.

Inefficient records management can have the following impacts:

Environmental - Use of more resources (paper and energy) to generate complete records

Economic - Extra costs for storage and retrieval by staff

Social - Poor customer service, inadequate legal backup, loss of important knowledge

It is critical that we evaluate how we manage our records to ensure that we are operating at our highest level of efficiency. Regardless of your role within an organization, records are everyone’s responsibility. Before you hand over your records to your records coordinator you should:

- Decide if a record is a record of value
- Review the General Records Schedule to determine how long a record should be retained
- Standardize naming conventions for storage, retrieval and disposition

This information is crucial in creating a departmental records management plan.

To learn more about what you should do to contribute to the successful management of your department records, sign up for **Records Management – Why it Matters**. This **training** is specifically designed for non-records personnel and is offered by Records and Information Management in partnership with the University of Florida/IFAS Pinellas County Extension. Register in OPUS today!

Retaining and properly managing valuable records is essential to how we do business. By taking the time to create and implement a comprehensive departmental records management plan, you too can proudly say with confidence “We’re not hoarders, we’re historians!”

The Pen

The Pen

New Year, New Classes continued from page 3

Power of Future Conversations

½ day class (1/15, 5/14 or 9/10)
We’ve all heard the saying, “Talk is cheap.” However, talk is the driving force behind change and growth that moves people and organizations. So, what are you talking about? Learn how to have conversations focused on the future, 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 and Future Trends in Leadership Development

½ day class (2/5, 7/10 or 10/8)
Today’s workplace is growing increasingly complex, and for many, that complexity is overwhelming their capacity to cope. Much of the stress that leaders experience today has less to do with workload and more to do with the tension of trying to make sense of an environment that has become too complex for their current stage of development. How do we ensure our leaders are equipped to deal with an increasingly volatile, uncertain, complex and ambiguous workplace? Join us in this highly interactive, creative, and innovative leadership workshop. You will enjoy short video clips, small and large group activities, and share new ideas.

Workplace Diversity: Beyond Race, Religion & Gender

½ day class (2/26, 6/17 or 10/22)
Diversity is more than race, religion and gender; true diversity is appreciating all that makes us different from one another. It is important to know not only what the differences are but how our behavior, sometimes unconscious or unintended, can impact our relationships with others. This workshop guides participants through identifying the many facets of diversity, learning how to translate organizational commitment to diversity into behavioral terms, handle difficult or unexpected diversity situations at work, and recognize how diversity is cultivated from both intrinsic and extrinsic motivators.

Workplace Diversity: Developing Cultural Competence around LGBT Citizens & Employees

½ day class (3/13, 6/24 or 10/30)
Who we work next to and those we serve in our community is constantly changing. This workshop helps you better understand lesbian, gay, bisexual and transgendered (LGBT) individuals. Learn the difference between sex, gender and sexual orientation, how stereotypes and myths affect LGBT people and the process people navigate in coming out. You will become a more culturally competent individual who is able to correctly use terminology and have a better understanding of issues surrounding LGBT persons.

SERVICE ANNIVERSARIES

35 YEARS



Dawn Hammock, *Environment & Infrastructure*, Carolyn Kuntz, *Planning*

25 YEARS



L-R: Lisa Wright, *Property Appraiser*, James Hodrick, *Environment & Infrastructure*, Wendy Neville, *Clerk of the Circuit Court*, Jeffrey Dyar, *Environment & Infrastructure*

15 YEARS

Nicole Boucher Public Safety Services
 Dakesia Campbell Tax Collector
 Joyell Debernardi..... Tax Collector
 Barbara Fore Animal Services
 Rosalinda Galle Property Appraiser
 Diane Goodyear..... Clerk of the Circuit Court
 Edward Henderson Environment & Infrastructure
 Sonja Kouimanis..... Tax Collector
 Terrie McLane Clerk of the Circuit Court
 Tanesha Purvis..... Tax Collector
 Dawn Schmerer..... Tax Collector
 Maria Singson..... Tax Collector
 Hien Tran..... Clerk of the Circuit Court
 Kathleen Wilson..... Clerk of the Circuit Court

10 YEARS

Robert Berns Supervisor of Elections
 Kennan Borne.....Clerk of the Circuit Court
 Katherine Burbridge..... Office of Management & Budget
 Kenneth Dailey Property Appraiser
 Tiffany Glenn.....Clerk of the Circuit Court
 Brea Greene Justice Coord & Consumer Protection
 Tiffany Jacobs..... Justice Coord & Consumer Protection
 Susan Kinney-Lowell... Building & Development Rev Svcs
 Leanne LakeEnvironment & Infrastructure
 James MarangiEnvironment & Infrastructure
 Rosemarie PasekEnvironment & Infrastructure
 Lloyd Tillmann Airport
 Mary Turner..... Supervisor of Elections

5 YEARS

Robert Burnes.....Environment & Infrastructure
 Steven Daniel..... Real Estate Management
 Alexandra DolcePublic Safety Services
 David McCrea County Attorney's Office
 Paul Roberts..... Construction Licensing Board

25 YEARS



Marsha Ouellette,
Clerk of the Circuit Court

25 YEARS



Cheryl Reed, *Health & Community Services*

20 YEARS



L-R: Tom Iovino, *Communications*, Phil Bramlage, *Environment & Infrastructure*, Patrick McGory, *Parks & Conservation Resources*

UNAVAILABLE FOR PHOTO ANNIVERSARIES

30 YEARS Robbie Allen, *Real Estate Management*, Gary Dorsey, *Environment & Infrastructure*, Roderick Hayward, *Environment & Infrastructure*

25 YEARS James Butts, *Environment & Infrastructure*, Shea Jackson, *Parks & Conservation Resources*, Darrell Miller, *Environment & Infrastructure*, Nadine Musante, *Environment & Infrastructure*, Chrishun Nelson, *Environment & Infrastructure*, Kevin Robinson, *Environment & Infrastructure*, Martha Rowe, *Tax Collector*, Terrance Treh, *Environment & Infrastructure*

RETIREMENTS

OVER 36 YEARS



Joann Murray
Agency Administrator
Tax Collector



Stephen Selover
Elec/Mech Tech 1
Environment & Infrastructure

OVER 30 YEARS



Clem Aberdeen
Craftworker 1
Environment & Infrastructure

30 YEARS



William Aldhizer
Certified Mechanic
Real Estate Management

30 YEARS



John Schaefer
Senior Assistant County
Attorney
County Attorney's Office

OVER 23 YEARS



Rich Glanzrock
Administrative Support Supervisor
Communications



Connie Hotchkiss
Fiscal Records Spec
Clerk of the Circuit Court

18 YEARS



Susan Michalowski
Court Records Spec 2
Clerk of the Circuit Court

UNAVAILABLE FOR PHOTO

32 YEARS
Barbara Johnson
Case Manager
Health & Human Services

OVER 29 YEARS
Paula Preston
Court Records Specialist Sr
Clerk of the Circuit Court

WELCOME ABOARD!

Airport

Christopher Maldarelli.....Elec/Mech Tech 1

Animal Services

Stacie Wadsworth..... Veterinarian

Business Technology Services

Kimberly Belanger.....Exec Admin Sec
Crystal Ford.....Exec Admin Sec
Thomas Swisher..... Info Tech Spec Sr

Clerk of the Circuit Court

Brian Borzelliere.....Mail Clk
Bruce Fitzpatrick..... Sr Fin Clk
Venkat Kancharla..... Info Tech Spec Sr

Convention & Visitors Bureau

Melissa Magelnicki.....Acct 1

County Attorney

Juliana Hanlon..... Legal Sec
Melissa Kennedy..... Legal Sec

Environment & Infrastructure

Kristine Barra.....Sr Ofc Spec
Christopher Campbell.....Wtr/Wstwr Plt Oper 1
Jeffery Coleman..... Meter Rdr 1
Ronald Ferris..... Sr Eng
John Garafola.....Wtr/Wstwr Plt Oper 1
Daniel Glaser..... Sr Eng
Da Nien Hoang..... Eng Svc Tech 2
Thomas Nicholls..... Eng Spec 2
Kaleb Paulton..... Meter Rdr 1
Kristen Viola..... Util Chem 1
Corey Whitson..... Scalhs Svcs Spec
Rebecca Windish..... Contract Svcs Spec

Health & Community Services

Amelia Petrila..... Spec Proj Asst "B"
Stephanie Reed.....Plan Section Mgr

Parks & Conservation Resources

Nicholas Eilerman..... Sr Env Spec

Property Appraiser

Michael Daly.....PAO Appraiser 1
Sara Delli Fraine.....PAO Appraiser 1
Kent-Pang Tse.....PAO Appraiser 1

Public Safety Services

David Cates.....Prog/Analyst Sr
Leyna Lee..... 911 Pub Safety Tele Comm 1
Angel West..... 911 Pub Safety Tele Comm 1
Derek Wilson..... 911 Pub Safety Tele Comm 1

Real Estate Management

Rafael Ramos Candelario..... Crftwkr 2
Jason Schuler..... Mech Trne

Tax Collector

Brenna Haggard.....Mgr, Tax Cltr
Tammy McBride..... Tax Asst
Keyanna Welch..... Tax Asst

AchieveGlobal Leadership Program Celebrates Graduates

At the end of last year, the AchieveGlobal leadership training program celebrated its first graduates. Participants spent approximately 13-months focused on leadership development. Thirteen classes were offered and included topics such as: developing others, providing constructive feedback and giving recognition. Additionally, each graduate participated in planning & implementation sessions where they applied what they learned to their current work.

Be sure to take a moment to thank your colleagues who successfully completed the program, their hard work and dedication is to be applauded.

The success of delivering the program was a team effort. Special thanks are given to the instructors who gave of their time to help deliver the courses.

The AchieveGlobal leadership program is linked to the high-performance organization (HPO) initiative. The program goal is to build leadership capacity at all levels, establish a common leadership framework and language, and reinforce leadership best practices.

Currently, the AchieveGlobal program is in its second wave. A new group of participants began their leadership program at the end of last year. They will spend the next year focused on refining and developing their leadership skill set.

The Pen

Instructors

Pam Bell
 Laura Berkowitz
 Tim Burns
 Greg Carro
 Tim Closterman
 Paul Cozzie
 Kathleen Good
 Brent Hall
 Ginny Holscher
 Natalie Jackson
 Cynthia Johnson
 Jolanda Jordan
 Ikey Leishear
 Erin Moore
 Rakesh Patel
 Gene Pressoir
 Jorge Quintas
 Joanie Read
 LeeAnn Smedley
 Jim Valliere
 Sarah Ward
 Jackie Weinreich
 Mark Woodard

Graduates

Nedima Ablakovic
 TF Armbruster
 Ellen Babb
 Dave Baker
 Karen Ballard
 Kathy Barile
 Art Barker
 Robert Barter
 Al Bartolotta
 Gordon Beardslee
 Kevin Becotte
 Pam Bell
 Paul Bellhorn
 Deborah Berry
 Alan Bollenbacher
 Tom Borawski
 Phil Bramlage
 Janice Burns
 Tim Burns
 Mary Burrell
 Deb Bush
 Bruce Bussey
 Mary Campbell
 Merry Celeste
 Elli Childs
 Jeff Claus
 Tim Closterman
 Michael Cooksey
 Paul Cozzie
 Dave Delmonte
 Joe DeMoss
 Garry Dennis
 Bart Diebold
 Jim Dulaney
 Ivan Fernandez
 Joe Fernandez
 Jim Fletcher
 Lyle Fowler
 Steve Fravel
 Chuck Freeman
 Lisa Freeman
 Liz Freeman
 Teresa Galluccio
 Micki Gates
 Charlie Gibson
 Paul Giuliani
 Ken Goergen
 Joe Going
 Larry Goldman
 Kathleen Good
 Pam Grabo
 Keith Grant
 Joe Gras
 Brea Greene
 Sean Griffin
 Brent Hall



Statewide Elections Association Offers College Scholarships

If you are a college junior or senior majoring in political science, public administration or business administration, journalism or mass communications at an accredited Florida college, you may be eligible for a scholarship!

The Florida State Association of Supervisors of Elections, comprised of the 67 county supervisors, will award \$1,200 scholarships this year to three qualified students.

Pinellas County Supervisor of Elections Deborah Clark said the scholarships are named in memory of Dorothy Walker Ruggles, who served as Pinellas County Supervisor of Elections from 1988 until her death in 2000, Joe Oldmixon, former Escambia County supervisor, and Jimmy Whitehouse, former

Highlands County supervisor.

The scholarship application and the scholarship guidelines, which include requirements such as letters of recommendation and financial information, are available for download at www.votepinellas.com.

Scholarship applications must be received by 5 p.m. March 17, 2014 in any Pinellas County Supervisor of Elections office: 315 Court St., Room 117, Clearwater; 13001 Starkey Rd., Largo; or 501 1st Ave. N., St. Petersburg. Applications should be submitted in the county in which the student is registered to vote.

For a mailed application or additional information, please call the Pinellas County Supervisor of Elections office at (727) 464-6108.

Kelli Hammer-Levy	Candy Mancuso	Jorge Quintas	LeeAnn Smedley
Dave Hansen	Joe Manninen	Linnie Randolph	Steve Soltau
Steve Harper	Ron Manning	Richard Rauscher	John Spickler
Gina Harvey	Cindy Margiotta	Cheryl Reed	Andrew Squires
Bob Hauser	Sandy McKellar	Ken Rickard	Cliff Still
Pete Hessling	Chris McKinney	Kathleen Roach	Tom Stringfellow
John Hohenstern	Rich McLean	Gary Robbins	Kathy Swain
Ginny Holscher	Mike Merrell	Mike Roos	Stacey Swank
John Holt	Michelle Milford	Michele Routh	Doug Templeton
Dave Howdeshell	Todd Myers	Keith Royster	Lloyd Tillman
Bob Humberstone	Jeff Noa	Scott Rozell	Charles Toney
Jennifer Hunter	John Novich	Paul Sacco	Kim Tracy
Nancy Iannotti	Jason Ohman	Rhonda Sanborn	Teri Tuxhorn
Tom Jewsbury	Doug O'Neill	Clark Scott	David Walker
Paul Knapp	Kelsi Oswald	David Scott	Ross Walker
Noah Lagos	Jennifer Parramore	Jodie Sechler	Sarah Ward
Brian Landry	Bob Peacock	John Segrete	Glenn Wardell
Mary LaPierre	Jeff Pearson	Steve Segrete	Tom Washburn
Joe Lauro	William Peters	Kathryn Shipley	Melanie Weed
Brian Lawton	Bob Powell	Jeff Sibbach	Jackie Weinreich
Dawn Lindgren	Jamie Prawl	Penny Simone	Jim Wilson
Jean Long	Andrew Pupke	Dennis Simpson	Jim Wurster
Michelle Maccini	Mike Putman	Mike Skrzypek	Shirley Zeller

Got questions on recycling?



Find answers in the newly released 2014 Pinellas County Recycling Directory. The updated directory is packed with

the latest information on local recycling. To view it online, visit www.pinellascounty.org/recycle. You can also email Communications at smorse@pinellascounty.org and we'll send you a copy via interoffice mail.

Courtesy of Pinellas County Communications Dept.



Manager Self Service
All Actions Awaiting Your Attention Vs. All Work in Progress

All Actions Awaiting Your Attention displays those items that **have been** submitted and may require action on your part.

All Work in Progress includes not only items that have been submitted and may require action on your part, but also those items that have NOT been submitted and WILL require action on your part.

Managers/Supervisors - **It is important to review why the transaction is NOT submitted, and take the necessary actions.** Here are some examples:

- The transaction may have been "Saved for Later", or
- Abruptly ended for various reasons:
 - ▶ The transaction may have "Timed Out" or the form/application closed with the transaction still open.
 - ▶ The transaction may have been routed to the next chain of command levels but not yet approved.

The Pen

Wellness Tip!

This year instead of making a **new year's** resolution, make a **new day** resolution. Setting small attainable goals will help you be more successful in the long run. **Click here** to learn more about creating resolutions you can live with all year long!



Volunteer Corner



By Sandy Wilson
Volunteer Program Coordinator
Parks & Conservation Resources

Anthony Zsido contacted Parks asking to do an Eagle Scout project in one of our parks or preserves. We conferred and came up with a wonderful proposal – to build 6 benches along the natural trails in the P2000 property. This property was named after the original grant and is adjacent to Pinewood Cultural Park.

This natural area features twenty interpretive panels which were produced thanks to a grant from the Pinellas County Environmental Fund. These panels are subtly situated along the loop trail so as not to distract from the surroundings.

Now, thanks to Anthony, his troop and his family, we

can offer our visitors a resting spot on one of the benches they installed along the loop trail. His benches enhance a native protected environment where we have a lot of the old Florida flora and fauna, and will be much appreciated by visitors. Thank you Anthony and our heartfelt congratulations for a job well done, and for reaching your Eagle Scout status!



PET OF THE MONTH

Meet **Jingles!** This handsome, 8-month-old Pit bull who weighs 40 pounds, has been neutered, is negative for heartworm and current on all his vaccines. Jingles is very sweet and just loves to cuddle.

Bring this article with you to Animal Services and JINGLES can be yours for the low fee of \$25. Remember, every one of the pets offered for adoption at Animal Services are spayed or neutered and have all of their required shots. Visit JINGLES and the other dogs and cats up for adoption at 12450 Ulmerton Road in Largo, or see them online at www.pinellascounty.org/animalservices/petfind.htm. To learn more about Animal Services, stop by the shelter, call (727) 582-2600 or visit www.pinellascounty.org/animalservices.

