## **Pinellas County Gives Back for the Holidays**

Pinellas County employees make a difference every day all year round. Here are just a few examples of your kindheartedness during the holiday season, listed in order by department title.

### 36th Annual Employee Bike Drive

Our employees did it again! This year, employees from over 25 departments were able to collect \$10,000 and we were able to purchase 110 bikes and 79 locks that will go to families in need in Pinellas County. Bicycle recipients were identified by the Human Services Department.





### Clerk of the Circuit Court

The Clerk's Office made the holiday season brighter for several organizations throughout the County through charitable giving initiatives. Departments across the Clerk's office chose causes to support, and collected and donated gifts for those in need. Here are just a few of the contributions:



The Court Assistance, North County Branch, Criminal Court Customer Service, and Criminal Court Records departments spent the holidays collecting donations for the Ronald McDonald House. With assistance from the Records Management Department, they delivered the donations and were given the opportunity to tour the Ronald McDonald House with the Community Development Manager.



Clerk's Administration, Court and Operational Services, and Clerk's Training Department donated many needed items to the <u>Be a Santa to a Senior</u> organization. The organization works with Home Instead Senior Care of Pinellas County to identify seniors who might not otherwise receive gifts this holiday season.

## **Opt-In by December 31 to Receive Your W-2 Electronically**

The deadline to opt-in to receive your 2022 W-2 electronically is December 31, 2022.

Previously, you received a paper and online version of your W-2. **As of now, you will need to opt-in to receive your W-2 electronically.** This is because the IRS requires us to have your permission before we can post your W-2 online.

If you do not opt-in to receive your W-2 electronically, you will no longer be able to view your current or previous W-2 statements in OPUS.

Visit Electronic W-2 Opt In for more information and view

the <u>Electronic W-2 Screenshots</u> <u>Guide</u> for easy step-by-step instructions to opt-in. Once available, view and/or print your W-2 in OPUS Employee Self Service.



If you opt-in for an electronic version and change your mind later, you can easily change your preference in OPUS. If you prefer a mailed copy, please verify that your address is correct in OPUS Employee Self Service by December 31, 2022.

## **Pinellas County Gives Back for the Holidays** *continued*



Civil Court Records donated presents for clients at Parc Center for Disabilities. The department assisted in buying and donating presents for 20 children this year.

The Records Management
Department supported
Animal Services by donating
pet food and other items for
sheltered animals.





Employees in the
Probate Court Records
Department collected
gifts for Parc's Wish Upon
A Star Gift Program to
help children's holiday
wishes come true!

#### Code Enforcement

Code Enforcement partnered with the Florida Dream Center to prep for the Annual Lealman Adopt-a-Claus festival. The division donated toys and assisted citizens in wrapping gifts for Santa's distribution to the children at the event.



#### **County Attorney's Office**

The County Attorney's Office collected \$350 for <u>CASA</u> (<u>Community Action Stops Abuse</u>), which is the official domestic violence center for Pinellas County and has provided lifesaving services to women, children, and men living with domestic violence for over 40 years.

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#### **Human Resources**

Human Resources partnered with the Pinellas County Family Housing Assistance Program (FHAP) to help three low-income families who just moved into a new home or are waiting to be placed. The department collected gifts on the families' wish lists.





## Pinellas County Gives Back for the Holidays continued

#### **Human Services**

**Human Services staff** participated in a number of projects to help make the holidays a little brighter for those in need. Twenty gift bags were collected and other donations provided for isolated seniors in assisted living facilities, HUD communities or home. Julie Longen, Investigator for Consumer Protection Division, delivered 106 pounds of food the team collected to **Dunedin Cares** Food Pantry.



### **Property Appraiser's Office**

The Property Appraiser's Office raised \$450 and compiled 3 full boxes worth of clothing, nonperishable foods, and needed items for CASA (Community Action Stops Abuse). CASA is a domestic violence center for Pinellas County that has provided lifesaving services to women, children, and men living with domestic violence for over 40 years. They also have an array of on-site support services such as a resource center and rapid re-housing program to help domestic violence survivors attain safety and economic opportunity.

### Supervisor of Elections Office

The Supervisor of Elections Office employees held a Holiday Food Drive to benefit Hope Villages of America (formerly RCS Pinellas) food bank in Clearwater. The organization supports Pinellas County residents facing hunger, homelessness, domestic violence, or a lack of basic needs.



### Tax Collector's Office

The Pinellas County Tax Collector, or the Pinellas County Toy Collector this time of year, brings holiday cheer to local children. Tax Collector Charles W. Thomas, along with members of his team, met at the R'Club Child Care administration building in St. Petersburg on Wednesday, December 14, to drop off gift donations for local children in need.

The Toy Collector initiative allowed 59 children to receive items from their holiday wish lists.

Since 1976, R'Club has been providing Pinellas County with high-quality, accessible, and affordable childcare and establishing cooperative community programs. Every day they serve over 4,000 children in Pinellas County.

"I am always proud of my team's dedication to serving Pinellas, especially when they take that spirit of service beyond our offices," said Tax Collector Charles W. Thomas. "Our focus as an organization is to put the community first and bringing some holiday cheer to the R'Club kids is something we look forward to doing every year."

Sara Lakin, from the North County Tax Collector's Office, had the idea to partner with R'Club in 2020 and it quickly spread through the whole organization. This year, she started planning in July by determining how many children they could help. By November, she had a list of kids in need, along with each child's interests to assist with gift ideas.

"It seems each year, I am asked earlier and earlier by the employees if we will be participating in the Toy Collector," Lakin said, "It is always wonderful to see people getting together and planning what they want to get the children. This year, hearing that other offices wanted to help really made me excited and even more proud of where I work."





## From Kimberly Crum, HR Director

As we conclude 2022 and I conclude my second year with Pinellas County, I want to express my gratitude for the place where I get to work and live. I continue to be so proud to work alongside our incredible employees,



Kimberly Crum Director of Human Resources

whose work is devoted to providing exceptional service to our citizens. I have been able to reflect on the many accomplishments and challenges this year has brought, whether personal or professional, and my admiration for the commitment and teamwork among our employees has only increased. I hope that each of you are able to take time in the coming weeks to reflect on your many accomplishments this year and begin to prepare your personal and professional goals for 2023.

As your HR Director, I am proud of some enhancements we made, especially when it comes to providing coverage for you and your family. Listening to our employees, we improved our dental plan offerings to include basic coverage and two PPO plans.

As part of our strategic initiative, we are working with our Benefits Advisory Committee to seek enhancements to our benefits plans in order to satisfy the needs of our employees and their families. In addition to our existing Aflac supplemental medical policies (Accident, Critical Illness, and Hospital Indemnity), this year we have added two new voluntary benefit plans – Identity Protection and Legal Assistance. Our voluntary benefits portfolio is proving to be very popular with employees; during our recent Annual Enrollment, a total of 4,037 voluntary benefits policies were purchased.

It was an exciting year for Workforce Strategy as the team was able to return to attending and holding inperson recruitment and community events. In-person recruitment allows for individual candidate connections and real-time hiring to occur. With over 47 career fair hires made this year and almost half of them occurring during a Pinellas County hosted "on-the-spot" hiring event, there is no doubt that these creative and innovative recruitment efforts are paying off. We are hosting another Career Fair on January 27 and we are looking forward to more successful hires.

Additionally, this year, 132 employees were hired via our Employee Referral Program, with 34 of them starting after the program was updated. Instead of earning a day off, employees can now earn up to \$1,000, with the first \$500 being paid out after the referred employee's first 90 days of service. The second \$500 will be paid out after the referred employee's first year of service with the same Appointing Authority that they were hired by.

As we head into the new year, your HR team has many more exciting initiatives that were outlined in our newly developed <u>Strategic Plan 2022-2024</u>. For those who celebrate, I wish you and your family happy holidays, and I look forward to working together in 2023.



## Q. What are the 2023 County holidays?

A. 2023 County holidays are as follows: New Year's Day (January 2), Martin Luther King's Birthday (January 16), Memorial Day (May 29), Independence Day (July 4), Labor Day (September 4), Veterans' Day (November 10), Thanksgiving Day

(November 23 and 24), Christmas Day (December 25), and New Year's Day (January 1, 2024).

## Q. When do the floating holidays and personal days get deposited into employees' leave banks?

A. Your 2023 floating holidays and personal days are available for use starting the first pay period of the new year, which began on December 18.

## Help Recruit Your Next Coworker

## Pinellas County Government Career Fair on January 27

We are hosting a **Pinellas County Government Career Fair on January 27** from 12:00 to 4:00 p.m. at the Florida Botanical Gardens (Magnolia Room) in Largo.



The main purpose of the fair is to attract new, specialized and diverse

talent to the County while offering hiring managers the ability to meet the people behind the resumes for current and future opportunities. All skill and experience levels will be considered for future opportunities. Applicants can apply on the spot.

#### Onsite interviews will be available for select positions.

Pinellas County is actively seeking top talent to fill open positions in the areas of 911 Telecommunications, Administrative Support, Animal Services, Auditing, Communications, Court Professionals, Customer Service, Engineering, Field and Craft Work, Finance/Accounting, Information Technology, Maintenance, Mechanics, Parks, Permitting, Procurement, Project Management, Property Appraiser's Office, Public Works, Records Management, Tax Collection, Utilities and much more.

Here's how you can help spread the word:

- Share the link <u>www.pinellas.gov/career-fair</u> with your friends, family, and anyone who would make a good addition to our team.
- Earn up to \$1,000 with the Employee Referral Program if you refer a candidate who is hired by the County for a permanent position.
- Follow Pinellas County Careers and forward posts about the Career Fair to others in your network. See below.

## SHARE ON SOCIAL MEDIA Click the icons below









Health • Wellness • Retirement • Compensation

## **Spend Your FSA Before the Year Ends**

If you have a balance remaining in your 2022 Healthcare and/or Dependent Care Flexible Spending Accounts, it's time to "use it or lose it". TASC offers multiple convenient ways to request a reimbursement online and via the mobile app.



Keep in mind that your itemized receipt or invoice for reimbursement must include the following:

- Provider/merchant name
- Date of service/purchase
- · Description of the service/purchase
- Amount of the service/purchase

If you enrolled for a 2023 Healthcare FSA, then up to \$570 of unused Healthcare FSA 2022 funds will be rolled over in mid-April. If you did not enroll for a 2023 Healthcare FSA, the unused 2022 funds will be forfeited.

If you have a 2022 Dependent Care FSA, there is no rollover allowed into 2023. Unused funds will be forfeited.

TASC provides a full list of eligible <u>Healthcare FSA expenses</u> and <u>Dependent Care FSA expenses</u>.

## Retirement Plan 2nd Election: A One-Time Opportunity

The Florida Retirement System (FRS) offers employees a onetime chance to move from your current retirement plan to the other plan. You can switch from the Investment Plan to the Pension Plan or from the Pension Plan to the Investment Plan. This is called a 2nd election and it can be used only once during your FRS career.



To be eligible to make a 2nd election, you must be actively employed and earning salary and service credit when the enrollment form is received by the Plan Choice Administrator or when a valid online election is made. A 2nd election cannot be made if you have already used your 2nd election, you have retired, you are a member of DROP, you have terminated FRS-covered employment, you are on an unpaid leave of absence, or you are a reemployed retiree with renewed membership on or after July 1, 2017.

To make your 2nd election, you can do so online or through mailing or faxing the required form. To make your 2nd election online, login to myFRS.com and select the 2nd Election Choice Service. An online election can only be made if you are switching from the Pension Plan to the Investment Plan. If you are switching from the Investment Plan to the Pension Plan, you are required to complete either the electronic form or mail or fax the hard copy form. To fill out the hard copy form, you can download the 2nd Election EZ Retirement Plan Enrollment Form or the 2nd Election Retirement Plan Enrollment Form. You may also request the form be sent to you by contacting the FRS Plan Choice Administrator toll-free at 1-866-446-9377, option 4. The mailing address and fax number are on the form.

For assistance making an informed decision about using a 2nd election, login to <a href="mayerss.com">myFRS.com</a> and select 2nd Election Choice Service, call the myFRS Financial Guidance Line at (866) 446-9377, option 2, or view the <a href="mayerss.com">Is a 2nd Election Right for You? flyer</a>.

## 2022 Benefits Partners

#### **DENTAL**

#### Cigna

(800) 862-3557

www.myCigna.com

## EMPLOYEE ASSISTANCE PROGRAM (EAP)

#### Cigna

(800) 862-3557

www.myCigna.com

#### FLEXIBLE SPENDING ACCOUNT (FSA)

#### TASC

(800) 422-4661

www.TASConline.com

#### **HEALTH SAVINGS ACCOUNT (HSA)**

#### **HSA Bank**

(800) 357-6246

www.HSABank.com

#### LIFE INSURANCE

#### **Securian Financial**

www.securian.com

## MEDICAL/BEHAVIORAL/MENTAL

#### HEALTH

#### Cigna

(800) 862-3557

www.myCigna.com

#### **PRESCRIPTION**

#### **Express Scripts**

(866) 544-9221

www.express-scripts.com

#### **VISION**

#### **EyeMed**

(866) 939-3633

www.EyeMed.com

#### **VOLUNTARY MEDICAL BENEFITS**

#### Aflac

(800) 433-3036

www.Aflac.com

## Take Care of Yourself

In the <u>December To Your Health</u> <u>newsletter</u>, you will find:

- Plant Power: What You Need to Know About Plant-Based Diets
- The Holiday Gift No One Wants: The "Tripledemic"
- How to Manage Holiday Stress
- · New Year, New Resolutions
- December Group Fitness Class Schedule



## **BCC Recognizes Karen Williams Seel, New and Re-elected Commissioners Sworn In**

On November 15, the BCC honored Commissioner Karen Williams Seel with a proclamation for her over 23 years of service on the Board. Seel retired from the Board on November 21.

On November 22, two new Board members and three re-elected members were sworn in. Commissioners Dave Eggers, René Flowers, Chris Latvala, Kathleen Peters, and Brian Scott were officially sworn in at an Investiture Ceremony in the BCC Assembly Room. Latvala and Scott are newly elected members, while Eggers, Flowers and Peters were re-elected.

Scott was elected Countywide and represents District 2, which includes the northwest third of the County. Eggers, Latvala, Peters and Flowers represent single-member Districts 4, 5, 6 and 7, respectively.

The BCC works collaboratively to adopt local ordinances, approve the County budget and set millages, as well as provide policy guidance for Pinellas County Government. The Board partners with local municipalities and agencies to deliver essential services to residents and visitors.

Commission meetings are typically held on the first and third Tuesday of each month, unless otherwise noticed. Meetings are broadcast on PCCTV on Spectrum Channel 637, Frontier Channel 44 and WOW! Channel 18 and are streamed on YouTube.



BCC honors Karen Williams Seel with a proclamation. From left to right: René Flowers, Janet C. Long, Karen Williams Seel, Charlie Justice, Kathleen Peters, and Dave Eggers.



Board of County Commissioners at the swearing in ceremony for new and re-elected members. From left to right: René Flowers, Dave Eggers, Janet C. Long, Charlie Justice, Kathleen Peters, Brian Scott, and Chris Latvala.

## **Solid Waste Disposal Complex Tour Open to BCC Department Staff**

Have you ever wondered what happens to your garbage when you throw it away? Are you interested in learning about the Department of Solid Waste's vision of zero waste to the landfill by 2050 and why it's important that we create less waste?

Join us on Friday, January 20, 2023 from 10:00 a.m. to 11:30 LeMay, Jasmine Scott, and a.m. for a tour of the Solid Waste Disposal Complex, which



Department of Solid Waste's tour team (from left to right): Leslie Caplin, Ashley Wyland, Emily Stephanie Watson

includes an overview of Pinellas County's integrated solid waste management system and includes a classroom and driving presentation. Participants will see the Waste-to-Energy Facility, landfill, and more.

This tour is open to staff at departments under the Board of County Commissioners. Tours are capped at a maximum of 13 participants, so hurry to save your spot.

If you can't join on January 20, email Solid Waste or call (727) 464-7500 to request a tour. Tours are for those at least 8 years old and in third grade or above.

## **Property Appraiser's** Office Establishes Award in Memory of Former **Employee**

Starting this year, Pinellas County Property Appraiser's Office created an individual award, the Rob Dunne Spirit Award. Rob Dunne was an employee that passed away suddenly last year and was well-loved in the office and community.



Tina Marsh, recipient of the Rob Dunne Spirit Award, with Pinellas County Property

The award is given to an employee that shows enthusiasm, Appraiser Mike Twitty camaraderie, compassion,

leadership, and a drive that goes above and beyond. Along with the award, a 50/50 raffle is held, and the winner of the Rob Dunne Spirit Award gets to select a charity to receive half of the money raised in the raffle. Ashley Shurden, the 50/50 raffle winner, decided to forgo her winnings and donate that portion to the chosen charity, raising over \$500!

Tina Marsh was the Rob Dunne Spirit Award winner and she chose Chore Services Program, which is a part of Pinellas Opportunity Council, Inc. Chore Services is a supportive service designed to help frail elderly persons maintain a decent, independent living environment - whether it's financial stability or needing assistance around the house, Chore Services stands ready to help.



## **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 28th to December 9th. 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

Seven candidates ran unopposed:

- BCC Group 3: Lisa Arispe
- BCC Group 4: Charles Toney
- BCC Group 5: Donna Beim
- BCC Group 7: Tami Maloney
- Clerk South: Katiah Fitzpatrick
- Other Appointing Authorities: Samuel Chambray
- Tax Collector: Jeff Albenzio

Winners of those seats for which there were multiple candidates:

• BCC Group 8 (one-year term): Robyn Sparrow

EAC Representatives are generally 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, see Employees' Advisory Council, or contact Lisa Arispe, EAC Chair, at (727) 464-4862 or by email.

## **Become an Advocate**

The EAC needs your help. Would you like to be an <u>Employee Advocate</u> and help fellow employees resolve disputes?

You don't need special expertise—just a caring heart, a diplomatic manner and approval from your supervisor. Advocates are provided the necessary training.

The role of an advocate is to assist an employee with a grievance or disciplinary action. The advocate meets with the employee in person or by phone to listen and offer advice. If needed, the advocate does research, such as requesting personnel records, and attends disciplinary or appeal hearings to represent the employee.

Since advocates are employees who work full-time, it's understood that they will not always be available. With a rotation schedule, advocates only accept if their work load permits. The more advocates in the program, the less often they will be called upon for help. Even when an advocate is assigned a case, the time load should not exceed three hours per week. Some situations will require only one or two phone conversations, while others may take more time.

The Employee Advocate Program is an important resource, and it depends on employees who are willing to help others. It's a great opportunity to assist your fellow employees and also to learn more about Pinellas County Government and sharpen your communication skills.

If you are interested in signing up, contact EAC Chair Lisa Arispe at (727) 464-4862 or by email.

## **Public Works Builds Futures**

Public Works has partnered with Pinellas Technical College (PTC) since 2020 to offer a paid internship program for cadets in the school's Public Works Academy program. To date, the interns have logged more than 2,200 hours of paid work and the department has hired five full-time employees out of the internship program. With six new fall 2022 semester interns, Public Works is proud to continue offering this opportunity for PTC students to work alongside staff to gain real life experience that helps them prepare for future employment.



Public Works hiring managers and the fall 2022 intern class from Pinellas Technical College at orientation. Pictured left to right: Bob Taylor, Bill Moore, JyAire Brown, Jullian Cobbs, Tiffany Robinson, Anthony Scannella, Savira Solomon, Chadd Lawson, Tim Hellijas and David Knoph

## **Office of Human Rights Spotlight**



On December 10, 1948, the United Nations General Assembly adopted the Universal Declaration of Human Rights, which proclaims the inalienable rights that everyone is entitled to as a human being. In honor of International Human Rights Day, the *Pen* spotlights the Office of Human Rights.

### What services are offered by the department?

The Pinellas County Office of Human Rights (OHR) is committed to protecting all residents of Pinellas County from cases of discrimination in the areas of fair housing, employment, public accommodations and government programs and assistance. Our dedicated staff is responsible for enforcing Chapter 70 of the Pinellas County Code of Ordinances, federal and state civil rights laws and County policies through intake, investigations, conciliations and mediations. OHR conducts Countywide anti-harassment, fair housing and equal employment training. OHR also ensures Countywide compliance with all federal, state and local laws which relate to persons with disabilities (including, but not limited to, the ADA, as amended, and Section 504 of the Rehabilitation Act of 1973). Pinellas County prohibits discrimination in the operation of any federally assisted program on the basis of a protected class.

In addition, OHR is dedicated to protecting residents in Pinellas County from being victims of wage theft. The Pinellas County Board of County Commissioners passed the Wage Theft and Recovery Ordinance, which provides a process for victims of wage theft to seek recovery of unpaid wages.

What projects is the department currently working on? OHR is excited to continue to participate in education and outreach activities Countywide.

## What are some achievements of the department within the last year?

OHR successfully met and exceeded our federal contractual obligations with the U.S. Department of Housing and Urban Development and the Equal Opportunity Commission. OHR successfully engaged in multiple education and outreach activities, including the Fair Housing Symposium. During National Fair Housing Month (April), every staff member disbursed fair housing brochures to various Pinellas County agencies to promote the program. OHR was a part of the Pride Month Proclamation (June) and the Juneteenth 2022 Proclamation (June). Also, OHR conducted Anti-Harassment training for hundreds of County employees.

One of our senior investigators shared that one of our achievements surrounded a Fair Housing investigation.



A resident was seeking a reasonable modification and we determined that the housing provider's denial violated the Fair Housing Act. The case went to litigation and the judge supported our findings. The parties came to a settlement that provided relief for the complainant.

#### What do you enjoy about working in the department?

Mark Esparza (Equal Opportunity Coordinator 2): I am fortunate to be in a position to enforce the law in areas important to individuals and society in general.

**Peter Genova (Equal Opportunity Coordinator 2):** I enjoy working for OHR because the mission of enforcing the discrimination laws is important. Every case presents a new challenge.

Carol Strickland (Administrative Support Specialist 1): I've enjoyed joining the OHR team and getting to know each and every member better. They're a caring bunch, and truly want the very best for all people. They show this each and every day with the work they do.

## What do you want people to know about the department that most people don't know?

We are a small but mighty team. Most people are unaware that we not only conduct anti-harassment training, but we also have work share agreements with the Equal Employment Opportunity Commission and the U.S. Department of Housing and Urban Development to investigate and enforce federal discrimination laws.

Just as there are safety and health codes for the workplace, there are also rules to provide for equal opportunity in the ability to compete for housing and employment. Our job in ensuring transactions are free from unlawful discrimination is critical to people believing and participating in the system. It is very much part of the American dream, and probably true for most countries, for all persons to be able to compete for themselves so they can climb the ladder, if that is what they wish to do.

How can employees reach out to the department? OHR is available to assist County residents at the Office of Human Rights located at 400 S. Fort Harrison Ave., 5th Floor, in Clearwater, by phone at (727) 464-4880, by fax at (727) 464-4157 and/or TDD at (727) 464-4062.



## Tax Collector's Office Celebrates Leadership Program Graduates

The Pinellas County Tax Collector's Office held its Leadership Development Program (LDP) class of 2022 graduation on December 14 at the Botanical Gardens in Largo. LDP was implemented by the Tax Collector's Office in 2014 and is an inhouse led and created program that teaches different leadership skills and philosophies and gives employees important resources for their career paths.

"Encouraging employee growth and development is a key part of our organization's values and mission, and this program is one great aspect of that," said Tax Collector, Charles W. Thomas. "This program is very important to me, and it is a pleasure each year to attend this graduation and look at the future of our organization and of Pinellas County."

The graduation ceremony opened with remarks from the Human Resources team and program leaders, Cathy Bailey Noble and Heather Leon, and Mr. Thomas spoke to the graduates on the



Graduates of the 2022 Leadership Development Program. Pictured from left to right: Chief Deputy Tax Collector Jim Battyanyi, Ashley Miles, Leslie Fann, Joe Vitale, Heather Leon, Ebru Tan, Raylisha Dixon, Colby Cole, Ashley Wesley-Loyd, Jonathan Mucci, Alicia Booth, Tax Collector Charles W. Thomas; graduates not pictured: Elyssa Dean and Kallie Gradascevic

importance of listening to your team to better understand their wants and needs. Each graduate was then formally announced and invited in front of the group to share a few remarks about their LDP journey and their thoughts for the future. This was followed by Chief Deputy Tax Collector Jim Battyanyi speaking about the importance of leadership training for the overall evolution and growth of the organization.

It was a beautiful day for the ceremony and the graduates took advantage of the weather to take pictures outside in the gardens before enjoying cake and cupcakes to celebrate.

Currently, 93 Tax Collector's Office employees have graduated from the LDP program since its inception. The 2023 class includes 9 individuals and will kick off on January 18.

## Holiday Lights in the Gardens is Back



The Florida Botanical Gardens Foundation is proud to announce the return of its winter holiday celebration in 2022. At the 22nd annual <u>Holiday Lights in the Gardens</u>, the gardens will sparkle with over one million twinkling, colorful, LED lights from Friday, November 25, 2022 through Sunday, January 1, 2023, 5:30 – 9:30 p.m. nightly.

Holiday Lights are free to enjoy, with a suggested donation of \$10 per person. St. Pete Concessions will be back on-site, offering food and beverages for purchase, and the live nightly entertainment will be sure to get you in the holiday spirit.

## **Employee Spotlight**

### Dianna Demyan

**Position:** Tax Technician 2

**Department:** Tax Collector's Office, Branch Operations – St. Petersburg

**How long with Pinellas County?** 7 1/2 years



How long have you been in this position? Almost a year

Have you had any other positions with Pinellas County?

Previously, I was a Tax Technician 1.

**Describe job in 25 words or less:** Serving the residents of Pinellas County by collecting taxes, issuing licenses, registering vehicles, and training new employees.

**Best part of job:** The people I work with and serving the residents of Pinellas County.

**Most challenging part of the job:** Keeping up with procedural changes from the state.

**Most memorable moment?** Being recognized for my humanitarian work by my peers.

What do you do in your free time? Spend as much time with my grandchildren as possible.

## Fleet Management Employee Retires After Over 38 Years With Department

Ronald "Ronny" Medlock, a Mechanic 2 with Fleet Management, is retiring after over 38 years with the department. Ronny was responsible for repairing Fleet's assets, cars, trucks, and machines. He specializes in heavy equipment and machines. Below are Ronny's reflections on working in Fleet Management.

## What has been the biggest change over the years since you started?

Technology has been the biggest change throughout the years. Cars and trucks were more mechanical and now they are more computer driven.

## What are some of your achievements that you are most proud of during your time with Fleet Management?

Becoming a well-rounded mechanic who is able to fix anything that comes through the door.

## What advice do you have for people looking to get into Fleet Management?

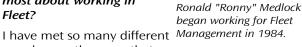
Someone starting today should go to a good technical school and have a good background in programming. Also, learn more about electric vehicles and how to adapt to that advancement.



#### What is something that most people don't know about your job that you would like them to know?

We basically keep the County running; everything is based on equipment, generators, and vehicles, especially during storms.

## What have you enjoyed most about working in Fleet?



people over the years that have really helped me; they really helped me through a lot of difficult projects.

#### Most memorable moment/story:

Station 17 – it was a gas station back in the 60s and the County bought it in the 70s. People from out of town would pull up there and honk their horn thinking it was a service for gas.

#### What will you do now that you are retiring?

I am looking to relocate to east Tennessee. I am looking forward to spending more time hiking, running, cycling, and visiting my grandkids.

## Fleet Management Department Spotlight

#### What services are offered by the department?

Fleet Management handles the maintenance and repair of 2,000 rolling stock assets, the vehicle replacement program, fuel services at 15 County sites, providing fuel for the Pinellas County Sheriff's Office, storm support of County response operations, tank and fuel storage response plans, full generator repair and maintenance, generator replacement and related design support, motor pool management, the GPS program, and more.

## What projects is the department currently working on?

GPS implementation, U.S. Highway 19 and Public Safety Campus fuel site upgrades, Pinellas County Sheriff's Office generator replacement, and St. Petersburg Judicial generator fuel tank.

## What are some achievements of the department within the last year?

Roll out of a 10-year light duty electric vehicle conversion plan, procurement of an electric vehicle

infrastructure engineering and design firm, acquisition of two electric vehicles for the fleet motor pool, new Fleet Mechanic 2 classification, new mechanic certification compensation program, mechanic ladders, alternative work schedules, addition of a Fleet Management ES-1 position, and operator vehicle training are just some of our achievements within the last year.

### What do you enjoy about working in the department?

John Neal (Department Administrative Manager): There is never a dull day at Fleet!

## What do you want people to know about the department that most people don't know?

At one time, Fleet Management had a heavy truck remanufacturing section and remanufactured trucks from the frames up with new dump bodies and overhauled engines.

#### How can employees reach out to the department?

Contact Fleet Management's office at (727) 582-3025.



## Your Learning Opportunities Learn Today. Be Ready for Tomorrow.

Pinellas County supports a learning culture for all employees. For more information, visit Organizational & Talent Development or call the team at 464-3367, option 2.

## **Learning Heroes Back in Action!**

## Promote. Share. Influence.



It's a bird, it's a plane, it's LEARNING HEROES! You read that correctly, the Learning Heroes program is back and returning with a strong dedication to the development of a learning culture reaching to every corner of Pinellas County Government. The program was

relaunched through a Learning Burst on November 18th. Learning Bursts are short virtual meetings that take place once per month to bring together our learning heroes from departments across the County. In the November meeting, we had 27 individuals that represented 13 different departments within the County.

#### What is a Learning Hero and what does the role mean to departments and the County?

Learning Heroes are the superheroes for each of the areas they serve and represent. These are department representatives who embrace their individual learning journeys and inspire others to do the same. By promoting learning opportunities that are available to others in the areas where they work, they connect people who might not be aware of what opportunities are available, or may be unsure of where to start.

In this role, Learning Heroes serve as a learning contact for their department/organization and connect with both enthusiastic and reluctant employees and learners. In addition, they serve as an important voice to let Organizational & Talent Development understand the needs of the employees they serve. This rich collaboration provides essential open lines of communication to ensure that the learning needs of Pinellas County employees are being met.

#### What are the benefits of becoming a Learning Hero?

- **Build your reputation**
- Benefit from greater networking opportunities
- Help fellow employees be the best they can be
- Opportunity to attend learning strategy meetings
- Voice feedback from other learners
- Influence future learning opportunities
- Realize the benefits of change
- · Help to align a learning culture

The goal is to encourage continuous learning and build a learning culture. There are many benefits of a cultivated learning culture. These include, but are not limited to:

- Increased efficiency and productivity
- Increased employee satisfaction and decreased turnover

- · An open mindset among employees
- A developed sense of ownership and accountability
- · Ease in succession/transition
- A culture of knowledge inquiry and sharing
- · An enhanced ability for employees to adapt to change

2023 will be an exciting year for this program as we look to expand our numbers and engage Learning Heroes in new ways. Learning Heroes will participate in monthly Learning Bursts and will come together for the first time for an inperson event on May 18th.

If knowledge is power, learning is a superpower! If you or someone you know is interested in becoming a Learning Hero, please email Organizational & Talent Development.

## Spread the Word... **Share the Learning!**

The learning opportunities...the conversations...the networking...the ideas...the strategies...the participants!

All of these ingredients (and more) made for an exciting and informative recipe for learning at Pinellas County in 2022. Now that we are all back in our departments, how do we keep the learning excitement going and how do we effectively apply everything we learned this year?

Everyone's journey is different, but there are common steps and questions that will help us reach every employee, grow professionally, and create a learning culture.

What learning opportunities, conversations, and experiences had a significant impact on your professional learning and why? Consider the goals and burning questions you had throughout your learning experience. Then go back through the resource materials and job aids and notes and see how they addressed your needs. Write down the themes and ideas that emerge, and then make a "follow up" plan with next steps.

Thankfully, SharePoint and ULearnIT lets you go back and discover everything you may have missed the first time. Connect with instructors and facilitators, get and share documents, and spread the word about the exceptional learning that happened at Pinellas County Government in 2022!

How and with whom will you share what you learned in order for effective and sustained improvement to occur in Pinellas County? It's important to spread the word. Share during department meetings, contribute to the Pen. Get involved.

## **Stay Informed on Return Policies**



Did you receive a "not so perfect" gift, make an impulse buy, or maybe that outfit looked better on the store mannequin? No matter what your reason for wanting to return merchandise, first make sure you know the store's policy. Each retail sales establishment sets their own return/exchange policy. Some retailers may require a receipt for a cash refund while others may charge you a restocking fee. How long you have to return merchandise will also vary from store to store, but keep in mind some retailers have a no return/exchange policy. If a retail sales establishment offering goods for sale to the public does not offer

a cash refund, credit refund, or exchange of merchandise, then state law (F.S. 501.142) requires that establishment to post a sign stating so at the point of sale. Failure for a retailer to exhibit a "no refund" sign shall mean that a refund or exchange policy exists. Upon request, the policy shall be presented in writing to the consumer and, with proof of purchase, the consumer shall be granted a refund on the merchandise within 7 days from the date of purchase (provided the merchandise is unused and in the original carton if one was furnished). Exclusions to this law include the sale of food, perishable goods, goods

which are custom made, goods which are custom altered at the request of the customer, or goods which cannot be resold by the merchant because of any law, rule, or regulation adopted by a governmental body.

Before you head out to make returns, here are some tips to consider:

- Know exchanges and refunds policies Retailers establish their own exchange and refund policy. Before you buy, know the policy. If no refund/exchange policy is offered, it must be disclosed at the point of sale.
- Different return policies apply to different merchandise – Return polices for holiday items and clearance merchandise may be different than merchandise sold year round or at regular price.
- Restocking fee Some retailers may charge a restocking fee for returns of electronics or large ticket items.
- Returning merchandise If you intend to make a return, have the original or gift receipt and keep the original tags and barcodes on the items; this usually makes the return process easier. You are more likely to receive a refund of full value store credit for unopened merchandise.

For more information on store return policies, to file a complaint, or to check the complainant history of a business, call Pinellas County Consumer Protection at 727-464-6200 or visit Office of Consumer Protection - Pinellas County.

## **Got Reward Points?**

Have you thought about using your reward points for holiday gifting? There are over 12,000 items to choose from, including e-gift cards. Just log in and browse. There is even an app for both Apple and Android, so you can browse from your mobile device. When you



find something you'd like, add it to your cart and the item will be shipped to your home address. E-cards can be personalized and emailed to your giftee.

If you've forgotten your password, select the Forgot Password link. Your login information will be sent to you via email. Or, you can contact the Rewards Program helpline at (800) 875-8284 Monday through Friday, 9:00 a.m. to 6:00 p.m.

Questions? View the <u>Rewards Program</u> (internal link) or contact Human Resources at (727) 464-3367, option 2 and ask for Rewards Program assistance.

## **Upcoming Blood Drives**



Did you know that one blood donation can save up to three lives? You can donate whole blood, red blood cells, platelets or plasma. Please consider donating! Walk-ins are welcome or schedule an appointment.

Tax Collector (North County) 29399 U.S. Highway 19 North, Clearwater December 27, 11:00 a.m. to 2:00 p.m.

## Find it Fast: HR from A to Z



Our A to Z Index was viewed 23,000 times last year!

- Find what you need on the Human Resources website quickly and easily. Access the A to Z link on the left-hand side of any Human Resources web page.
- New items are added to the listing frequently. Let us know if you have items to add by emailing <u>AskHR@pinellas.gov</u>.

## **Welcome Aboard**

New employees listed are for November 2022.

## **Board of County Commissioners**

Convention & Visitors Bu	ureau CVB Sales Representative
Christopher Latvala Bobbie Lee	OfficeExecutive AideCounty CommissionerExecutive AideCounty Commissioner
Housing & Community I	<b>Development</b> Office Specialist 2
Human Services Mary Dennis	Health Care Administrator
Kaitlin Jenkins	Resources Park Ranger 1 Park Ranger 1 Park Ranger 1 Park Ranger 1
Trevor Blackwelder Jyaire Brown Cory Carl Jullian Cobbs Douglas Garver	Survey & Mapping Technician 1 Maintenance 1 Management Intern Maintenance 1 Management Intern Automotive Equipment Operator 1 Automotive Equipment Operator 1

Anthony Scannella Management Intern Savira Solomon Automotive Equipment Operator 1 Aaron Stephens Maintenance 1
Solid Waste Thomas Huth-Scruggs Water/Wastewater Plant Op Trainee Cameron RosenbergElectronic Equipment Technician 2 Brittany Slingsby Solid Waste Program Assistant
Utilities         Marlone Bradham

## **Business Technology Solutions**

Hong Jiang	Solutions Architect
Sandesh Reddy	Program Coordinator, BTS-OTI
Lucas Schafer	Endpoint Analyst

## **Clerk of the Circuit Court**

Rachel Kleiner	Records Specialist 1
Russell Register	Records Specialist 1
Shyquetta Reynolds	Fiscal Records Specialist
Alli Walter	Mail Clerk



November New Employee Orientation via Zoom

## **Promotions**

Promotions listed are for November 2022.

## **Board of County Commissioners**

Wendy Tifft ...... Project Coordinator – Technical

## **County Attorney**

Andrew Keefe......Assistant County Attorney 2

## Clerk of the Circuit Court

Shannon Frick	. Departmental Training Specialist
Tammy Worden-Ayars	Court Clerk 1

## Tax Collector's Office

Kelsey Barton	Tax Collector Supervisor
Michaela Devlin	
Kristin Dudash	
Sean Hoffman	
Jonathan Mucci	Tax Technician 2
Erin Rickenbach	Tax Technician 2
Ashley Wesley-Loyd	Tax Technician 2



## **Utilities Employees Participate in American Water Works Association's Fall Conference**

A couple Utilities Maintenance employees decided to participate in competitions during the Florida Section of the American Water Works Association's annual fall conference.

Utilities Maintenance Specialist 4 Trainee Tyler Jones tested his pick-up and placement skills in the Back Hoe Rodeo competition. He had some stiff competition and plans to be back next year for the win!

Utilities Maintenance Specialist John Bacon raced the clock to put together a water meter during the Meter Challenge competition. The Utilities Department is thrilled that he uses his skills to help their customers.



Utilities Maintenance Specialist 4 Trainee Tyler Jones participates in the Back Hoe Rodeo competition.



Utilities Maintenance Specialist John Bacon assembles a water meter during the Meter Challenge competition.

15 Years

## Service Anniversaries

Service anniversaries listed are for November 2022.

#### **35 YEARS**



Wonda Humbert Clerk of the Circuit Court



Sandra Knoebel Pinellas Planning Council

#### **25 YEARS**



Keith Hollon Parks and Conservation Resources

#### **20 YEARS**



Robert Boyd Public Works

#### **Unavailable for Photo**

#### 30 Years

Willie Rose Public Works

#### 25 Years

Robert Clayton

Clerk of the Circuit Court

Linda Fisher Pinellas Planning Council

#### 20 Years

Osvaldo Arvelo Tax Collector's Office

Lynn Smith Public Works

## **3 TO 15 YEARS**

3 Years

## 10 Years Steven Alston.....Office of Asset Management James Beaty......Human Resources Joanna Clark......Clerk of the Circuit Court Leena Delli Paoli......Clerk of the Circuit Court Nancy Lamagna.....Public Works Jerome Lang.....Solid Waste Brian Lowack......County Administration Beth Ordeman.....Safety and Emergency Services Tricia Smayda......Clerk of the Circuit Court Nicholas Acevedo ......Tax Collector's Office Kwarteng Asare.....Business Technology Services Natasha Bell ......Tax Collector's Office Kyle Bennett......Public Works Arelys Escalera ......Communications Demetrea Hardman ......Tax Collector's Office Michelle Krickovic......Contractor Licensing Kong Lim.....Public Works James Nunez......Public Works Alex Raucci ...... Public Works Brandon Smith ......Utilities Benton Wells ...... Public Works

Carl Erickson......Safety and Emergency Services

Jacob Allen	Utilities
	Airport
	Tax Collector's Office
Joseph DeCresie	Utilities
Kelly Faircloth	Human Resources
Jessica Geib	Human Services
Stephen Hayes	. Convention and Visitors Bureau
Kevin Hernandez	Public Works
Boonpa Ing Anuraksakul	Clerk of the Circuit Court
Daniel James	Property Appraiser's Office
Julie Longen	Human Services
Jessica McCracken	Emergency Management
Antoinette MerrillOf	fice of Management and Budget
Stephanie Owens	Clerk of the Circuit Court
Ray Parker	Public Works
Jeff ReedBuilding ar	nd Development Review Services
	Solid Waste
	Utilities
Hillary Weber	Utilities
	Clerk of the Circuit Court

## Retirements

Retirements listed are for November 2022.

### Over 36 Years



Stephanie Lauster Program Supervisor, Solid Waste

### **Over 31 Years**



Mona Wyllie Fiscal Records Specialist Senior, Clerk of the Circuit Court

### Over 23 Years



Karen Williams Seel Commissioner, Board of County Commissioners

### Over 20 Years



Jan Tracy Executive Aide, Board of County Commissioners

### **Retirees Unavailable for Photo**

**Over 20 Years**John Milvid, *Maintenance 2, Public Works* 

## **REPCO News**

The next REPCO lunch meeting will be January 9, 2023 at Applebee's Restaurant located at 5110 East Bay Drive in Clearwater. The meeting begins at noon; please arrive early to order your meal prior to the start of the meeting. A representative from Pinellas County Department of Solid Waste will be providing a presentation on household recycling. If you have any questions, contact Rudy Garcia at <a href="mailto:rdgarcia@verizon.net">rdgarcia@verizon.net</a> or (813) 855-3466.



## Blast from the Past: Pen 50th Anniversary Celebration Concludes

JUN 2004

#### In Memorium - Al Collins, Pinellas Pen Editor

Pinellas County Government has lost one of its best-loved employees, Al Collins, who passed away May 29th, at Morton Plant Hospital. He was 88 years old.

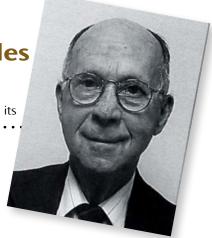
Mr. Collins joined the County in 1972, working as a Social Worker with Social Services (Human Services) and after a year was promoted to Employee Relations Counselor with the Personnel Department, where he worked for the next three decades, the last 19 years as Employee Information & Awards Manager.

As Editor of the Pinellas Pen, the County's publication for all current and retired County employees, he had occasion to meet and become acquainted with thousands of employees, many of whom looked upon him as a friend, updating him on their careers or personal accomplishments.

Aside from serving as Pen Editor since 1973, Al also administered, or served as liaison for, numerous employee groups and activities like the United Way drive, Employee Suggestion Awards Program, Employees' Advisory Council, and Employee Service Awards Program.

The County was his second employer. A senior at Temple University, he quit school and joined the Army as a Private just prior to the outset of World War II. He fought with valor in the European War Theatre and eventually decided to make it his career. He served in various military capacities all over the world, participating in U.S. involvement in Korea and Vietnam. He received a Purple Heart, Bronze Star, and the Legion of Merit Award. He subsequently obtained an advanced degree in International Affairs and was just shy of thirty years' service when he retired as a Colonel.

Al will be remembered for his generosity, astute intellect, self-discipline, and attention to detail in his work. He was a consummate gentleman and will be sorely missed.



Below, Pinellas County employees and retirees who knew Al Collins share their memories of him.

#### Elizabeth Farley, Emergency Management

In early 2000, I was introduced to a nice elderly gentleman who stopped by my window in Risk every morning to say hello and ask how my day was going. I later was told he was the Editor-in-Chief of the *Pen* and worked in HR. Everyone called him Mr. C. This man was the most amazing person I've encountered in all my years as a County employee. He was somewhere between 80-90 years old when he retired. I once asked why he continued to work and he said there was nothing else to do but get up and go to work every day. It kept him youthful. He was the most positive person I've met in nearly 26 years of service.

#### Carole Sanzeri, County Attorney's Office

What I remember most about Al was his constant positivity. He really was always a "look on the bright side" kind of person.

#### Connie Chancey, Human Resources (retired)

I was co-editor of the *Pen* working with Mr. Collins until he passed. He was an incredible boss, mentor, and friend for 28 years. We were a funny combination – he, a retired Army colonel, and me, a young 21-year-old. He was so supportive of the employees. He was a true gentleman and a very generous person.

Blast from the Past: Pen 50th Anniversary Celebration Continues continued from page 18

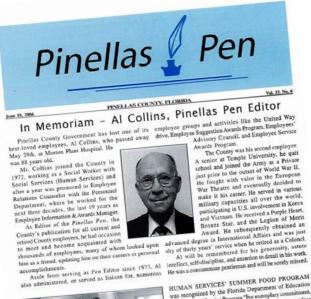


## Blast from the Past: Pen 50th **Anniversary Celebration Concludes**

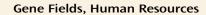
We are celebrating the 50th anniversary of our employee newsletter. For this edition, we'd like to pay special tribute to Al Collins, who served as the editor of the Pen from its inception in 1973 until 2004 when he died at age 88.........

#### Carol Strickland, Office of Human Rights

Mr. Collins had a remarkable memory and an amazing grasp on the English language. I worked with him for his last 4 years. He would ask me to look for an article that was written in the Pen, telling me to "go back about 10 years, in the summer". And he was right! He loved his work and those who worked for him. He was a very generous person, and had a heart as big as life itself. He was known to give holiday gifts not to just those who worked with him in HR, but also to those who worked in other departments, as well. I still think of him from time to time and miss him.



HUMAN SERVICES' SUMMER FOOD PROGRAM was recognized by the Florida Department of Education are compared by the Florida Department of Education and Involvement to the service of providing neutrinous meals to the children of Florida FY 2003'. The neutrinous meals to the children of Florida FY 2003'. The income children continues to receive nations readers locately funded child mattion program in Pinella Country that ensures low-norm of the control of the HUMAN SERVICES' SUMMER FOOD PROGRAM



I was fortunate to meet Al Collins in May of 2000. He always wore a suit and arrived at the office early; he was the consummate professional. I was fortunate to have the opportunity to speak with him on those mornings when he arrived and get to know him. His stories and history of Pinellas County were always a treat. My favorite story was after the war he and his wife brought back her 1966 VW Beetle from Germany, completely original, still 6 volt. He kept it in the garage and drove it on Sundays to visit his deceased wife's gravesite. He once told me the car had a few small dents in it, but his wife would not let him fix them since she put the dents in there and they were a part of the car. After Mr. Collins passed away, I bought the car, and I wish I still had it. I got two other things from his estate — an authentic Teak and Rice paper lamp which I still have in my home and my biggest reminder of Mr. Collins on a daily basis, which is his office key. The key is completely worn down but it still works and has his initials engraved in it - AC.

## Bob Jordan, Utilities (retired)

I remember Al as an easy going, sweet man. Always willing to help you out or give you suggestions. He never met a stranger.



# **Your Source for Employee Info**

Employee and family news including kudos, weddings, births, graduations, memorials, and classified ads. Send your news to employee.communications@pinellas.gov or call (727) 464-3367.

## Classified Ads

The following items are offered for sale:

Large canvas artwork: Cantata by Eric Balint, \$50, 54" x 36", stretched canvas in wood frame. If interested, text or call (907) 947-0362.



Large canvas artwork: New Mexico Music by Nancy Ortenstone, \$50, 50" x 40", stretched canvas in wood frame. If interested, text or call (907) 947-0362.



LG flatron 22" color monitor with cables, text or call for price, in excellent pre-owned condition, from a smoke-free home. Pick-up only. If interested, text or call (727) 424-4845.





4 GB DDR 3 G.Skill Ripjaw Series RAM, free, working. If interested, text or call (727) 798-9224.



## Gone but not Forgotten

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



Samuel Hitt, 79, of Largo, passed away on November 6, 2022. Hitt retired in 2008 as an Operations Specialist 1 with Public Works after over 33 years of service with Pinellas County Government. View his obituary.



Angus Lawson, 76, of St. Petersburg, passed away on November 22, 2022. Lawson retired in 2009 as a Tax Specialist with the Tax Collector's Office after over 19 years of service with Pinellas County Government. View his obituary.

Edith Brounstein, 98, of Port Saint Joe, passed away on November 8, 2022. Brounstein retired in 1994. No obituary was found.

## Congratulations



graduating on December 9 with her master's degree in counseling from Southeastern University. Tonya graduated with a 4.0 GPA.

Congratulations to Tonya Bruck, Senior Code Enforcement Officer, for