

Unified Personnel Board
Pinellas County
October 6, 2022

The Unified Personnel Board (UPB) met in regular session at 6:32 PM on this date in the County Commission Assembly Room at the Pinellas County Courthouse, 315 Court Street, Clearwater, Florida.

Present

Joan Vecchioli, Chair
Ric Davis, Vice Chair
Jeff Kronschnabl
Peggy O'Shea
Kenneth Peluso
Ralph Reid
Bill Schulz

Others Present

Kimberly Crum, Director of Human Resources
Jennifer Monrose Moore, Ogletree, Deakins, et. al., P.C., Board Counsel
Sarah Rathke, Board Reporter, Deputy Clerk
Other interested individuals

CALL TO ORDER

Chair Vecchioli called the meeting to order at 6:32 PM; whereupon, she led the Pledge of Allegiance. Noting the destruction related to the aftermath of Hurricane Ian, she asked for a moment of support for those who fell victim to the storm and for the officials and employees who worked to keep the citizens of Pinellas County safe.

CITIZENS TO BE HEARD

None.

EMPLOYEES' ADVISORY COUNCIL (EAC) REPRESENTATIVE

Ms. Arispe requested clarification from the Board regarding the potential approval of an EAC initiative. She related that the EAC is developing a SharePoint site for County employees to submit various grievances; that the site would allow for employees to have direct access to herself, the EAC, and employee advocates; and that some employees

have indicated that they are uncomfortable communicating issues to a site that is monitored by HR. She related that Business Technology Services has indicated it cannot continue forward until the project is approved by the Board or the HR Director; and that EAC rules does not require the cited approval; whereupon, she discussed the excitement of EAC staff and County employees for the project.

In response, Ms. Crum indicated that the project came to her attention at the last EAC meeting; and that she has received information regarding the goals of the project. She noted that it may blur certain lines regarding HR responsibilities and the EAC; and that it would be helpful to have an open discussion about where one begins and the other ends; whereupon, she provided information regarding HR's existing website for the EAC which may already allow for communication regarding requests for employee advocates and other things, and discussion ensued.

During the discussion, and responding to a query by Mr. Davis, Attorney Moore stated that the Special Act which created the EAC does not specify how the Council should provide advisory services or obtain information, and the members stated their concerns regarding any potential disconnect between HR services and employee requests.

Mr. Reid stated that setting the details of how the EAC should operate is likely not under the purview of the Board, and the Chair concurred. whereupon, Ms. Crum suggested that the EAC collaborate with HR on the development of the project.

CONSENT AGENDA

Ms. O'Shea moved that the minutes of the special meeting held on August 24, 2022 be approved. The motion was seconded by Mr. Davis and carried unanimously.

Ms. O'Shea moved that the minutes of the regular meeting held on September 1, 2022 be approved. The motion was seconded by Mr. Kronschnabl and carried unanimously.

NEW BUSINESS

Proposed Changes to Rules 6 & 7

Attorney Moore provided an overview of the Special Act and the changes made to Personnel Rule 3 regarding the deferral or delay of general increases. She related that during the UPB joint workshop with the Appointing Authorities, a consensus was reached that the decision to defer or delay a general increase under the provisions of Rule 3 would not be an appealable event; whereupon, she reviewed the recommended changes to

Rule 6 and provided further information on what events are and are not considered a pay reduction, and discussion ensued.

Chair Vecchioli related that the agenda item has been brought for discussion so that the Board could make a decision to accept the proposed changes prior to the implementation of the next general increase; and that the Board should hear the proposed changes to both Rule 6 and 7 together before taking action.

Attorney Moore stated that the recommended changes for Rule 7 include corrections to various scrivener's errors and edits to ensure consistency. Responding to a query by Chair Vecchioli, she indicated that the changes only affect the grievance process, as opposed to the appeal process.

Mr. Peluso moved that the proposed changes to Rules 6 and 7 be approved as presented. The motion was seconded by Ms. O'Shea and passed unanimously.

Attorney Moore noted that there had been previous discussion by the Board concerning Section 10 and provided an overview of the Board's appeal procedures. She explained that the Board can only consider evidence received as testimony; whereupon, she detailed the guidelines the Board must follow when making a determination.

Brian Adkison Appeal: Appellee's Motion for Reconsideration

Attorney Moore related that the parties indicated that they were coming to a resolution and that they needed more time. She stated that the item was removed from the agenda and that it would be addressed at the regular meeting in November.

In response to a query by Mr. Reid, Attorney Moore suggested that the Personnel Rule considered in the Adkison Appeal be discussed in a work session with the Appointing Authorities and other stakeholders regarding its proper interpretation and whether it should be revised or left as-is.

Chair Vecchioli presented an item for discussion and asked the members for feedback regarding whether the County Attorney's Office should renew the contract held with Attorney Moore's law firm, or if they should consider other bids or submissions. Mr. Peluso indicated that he would like Attorney Moore to continue to be the Board's counsel, and the members concurred. Chair Vecchioli related that she would report back to the County Attorney that the consensus of the Board is to retain Attorney Moore as Board Counsel.

INFORMATIONAL ITEMS

HR Update

Ms. Crum referred to the HR update document provided in the agenda packet and highlighted the following items:

- HR participation in the County's response to Hurricane Ian
- Newly filled HR Communications Specialist position and other internal promotions
- HR scorecard satisfaction results
- New dental plan for employees
- Upcoming wellness activities and on-site vaccination opportunities
- The general increase and retention incentive
- Organization Talent and Development initiatives
- Workforce strategy metrics regarding time to fill positions and turnover
- Employee referral program

Responding to a query by Chair Vecchioli, Ms. Crum related that the scorecard is a compilation of data gathered by a survey that HR offers to customers; and that the number of responses varies each month.

Mr. Kronschnabl requested that he receive a list of the members' phone numbers to be able to contact them in an emergency. In response, Attorney Moore reminded the members that if they communicate through text, they cannot discuss board business as it would violate Sunshine Laws. Chair Vecchioli recommended that Mr. Kronschnabl reach out to staff if he would like to contact any of the members.

ADJOURNMENT

Chair Vecchioli adjourned the meeting at 7:32 PM.