

Unified Personnel Board  
Pinellas County  
November 3, 2022 Meeting Minutes

The Unified Personnel Board (UPB) met in regular session at 6:31 PM on this date in the County Commission Assembly Room at the Pinellas County Courthouse, 315 Court Street, Clearwater, Florida.

Present

Joan Vecchioli, Chair  
Jeffery Kronschnabl  
Peggy O'Shea  
Ken Peluso  
Ralph Reid  
William Schulz II

Not Present

Ricardo Davis, Vice Chair

Others Present

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

*All documents provided to the Clerk's Office have been made a part of the record.*

**CALL TO ORDER**

Chair Vecchioli called the meeting to order at 6:31 PM; whereupon, she led the Pledge of Allegiance.

**CITIZENS TO BE HEARD**

None.

**EMPLOYEES' ADVISORY COUNCIL (EAC) REPRESENTATIVE**

EAC Representative Lisa Arispe wished the Board a Happy Thanksgiving and indicated that the EAC has a meeting with the Appointing Authorities on December 5 at 2:00 PM

regarding revisions to Personnel Rule 6. Ms. Crum related that the meeting will likely be held in the Clerk's 4th Floor Conference Room, but that she would confirm at a later time.

## **CONSENT AGENDA**

Ms. O'Shea moved that the minutes of the regular meeting held on October 6, 2022 be approved. The motion was seconded by Mr. Peluso and carried unanimously.

## **NEW BUSINESS**

### Proposed Changes to Personnel Rules 6 and 7

Attorney Moore indicated that she is requesting approval of the corrections of a scrivener's error pertaining to both rules, as listed in the agenda packet's memorandum.

Mr. Peluso moved to approve the changes as presented. The motion was seconded by Ms. O'Shea and passed unanimously.

### Brian Adkison Appeal: Appellee's Motion for Reconsideration – Notice of Withdrawal

Attorney Moore related that the motion has been withdrawn, and no action is needed by the Board.

Responding to a query by Mr. Kronschnabl, Attorney Moore explained that she is unaware of the terms of the agreement reached between the parties; but that it would be public information shortly.

## **INFORMATIONAL ITEMS**

### HR Update

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

- Newly filled HR Benefits Technician position and other internal happenings
- HR customer service scorecard satisfaction results
- Annual benefits enrollment, updates to dental plans, voluntary supplemental benefit options, healthcare premium costs, and benefits evaluation survey
- October/November Wellness activities

- Completed implementation of the general increase
- Implementation of the mobile-friendly HR website
- Bootcamp leadership essentials course
- Workforce strategy metrics regarding time to fill positions and turnover, and impacts from Hurricane Ian
- Employee referral program

Responding to queries by the members, Ms. Crum related that there were 24 responses included in the HR scorecard results for September, and Mr. Kronschnabl invited HR to work with St. Petersburg College on the County recruitment initiatives.

#### Action Taken Under Authority Delegated by the Personnel Board

Deviating from the agenda, Ms. Crum indicated that there has been a variety of position classification changes; and that a study was done on some Tax Collector's Office supervisory positions.

#### Reappointment of the Following Personnel Board Members for 2023-2024

- William Schulz by the Employees' Advisory Council
- Peggy O'Shea by the Constitutional Officers

Chair Vecchioli stated that William Schulz and Peggy O'Shea have been reappointed to the Board.

#### Unified Personnel Board Meeting Schedule for 2023

Chair Vecchioli indicated that the Board meeting schedule has been compiled by staff and suggested that the members put the dates on their calendars.

#### Discussion

Chair Vecchioli opened the meeting up for further discussion, and Mr. Kronschnabl requested to see HR department exit interview responses in order to offer feedback to Ms. Crum. Chair Vecchioli expressed concern over the confidentiality of the exit interviews and suggested that names be redacted.

In response to concerns by the members, Attorney Moore noted that the Board can submit a public records request for the exit interviews, or they can request the information as a Board or individually. Mr. Peluso specified that the purpose of the exit interview request

is only to assist the members in the HR Director annual evaluation, and Mr. Reid agreed with the usefulness of the information.

Ms. Crum related that she is concerned with upholding respect for employees who are leaving due to a corrective action or performance issues, and discussion continued.

Responding to a query by Chair Vecchioli, Attorney Moore indicated that the information can be disseminated to the members or it can be made an item for discussion on the next meeting agenda; whereupon, Chair Vecchioli remarked that she would prefer the information be disseminated to the members, as it is not necessary to have it on the agenda, unless a member requests to include it.

## **ADJOURNMENT**

Chair Vecchioli adjourned the meeting at 7:07 PM.