



The 2023 Disaster Assignment and Preparedness Assessment (DAPA) Opens January 30 in OPUS

Pinellas County Human Resources

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The Disaster Assignment and Preparedness Assessment (DAPA) program identifies essential disaster roles and ensures that every County employee has a defined assignment to support disaster preparedness, response, and recovery operations. The DAPA program requires the cooperation and active participation of all Appointing Authorities and their respective employees. In preparation for the release of the 2023 DAPA, we offer this information to help you through the process.

Overview

The **2023 DAPA annual update will open on Monday, January 30** and all employees will be notified via email from Employee Communications. A final reminder will be sent via email on February 20.

All employees are required to update their assessments in OPUS by Friday, February 24. Just like timecards, supervisors are notified of their employees' DAPA submissions. The supervisor must also review and approve each submission by the 24. Reminder: DAPA is available for applicable changes all year long.

Emergency Management collaborated with departments under the County Administrator and Appointing Authorities to balance disaster preparation and response with departmental responsibilities. The meetings provided

insight to create a more effective DAPA program that benefits the County as a whole.

Virtual Training

Employees can sign up for training via OPUS, PIN OLM Learner. You can access these through your [OKTA account](#). Training sessions begin on January 31 for supervisors and February 1 for employees. Training will be provided virtually through Microsoft Teams.

Emergency Management will demonstrate how to complete the DAPA in OPUS, discuss the 2023 changes, and have a Q&A session immediately following the training. You may also view the updated information on [Emergency Management's Intranet](#).

Sneak Peek

Main Change 1:

Time Periods: We've refined the available disaster job assignments for specific disaster time periods. This year employees will choose from positions that are activated during a specific time frame. Positions that span more than one time period will show in all associated time periods. Employees should choose assignments for all three time periods. See your supervisor for guidance in choosing assignments for each time period.

Time Period	Description	Estimated Time for Tropical Events	Example Activities
Pre-Disaster	The time from when a hazard is identified as being a threat to the County, and the County Administrator or Executive Policy Group determines preparedness/response activities are needed.	Will depend upon the event. For tropical events, it may be from when the County enters the three day cone up to 12 hours before lockdown.	County Information Center (CIC) Emergency Operations Center (EOC) Desk Officers Shelters Staffing for other operations centers Clearing flooding hot spots
During Disaster	From up to 12 hours prior to lockdown until the Executive Policy Group deems it is safe to begin post-disaster operations.	Will depend upon the event. For tropical events, it will be dependent upon the size and forward speed of the storm, as well as the damages sustained.	CIC EOC Desk Officers Shelters Staffing for other operations centers
Post-Disaster	From when the Executive Policy Group deems it is safe to begin post-disaster operations until they are no longer needed or other personnel are identified to support.	For tropical events, these activities may start as soon as it is daylight and conditions are safe to move about or several days after the event.	CIC EOC Desk Officers Shelters Staffing for other operations centers Preliminary damage assessment County Staging Area

[Continued on page 2](#)

[DAPA continued from page 1](#)

Main Change 2:

Partial and Full Exemptions: Employees who are designated with a partial exemption will be assigned to a disaster role with accommodations by their Department Director. These individuals may be assigned to County Essential roles when a need arises during an activation. The request for personnel will come from the EOC Planning Section or Executive Policy Group to Department Directors and Appointing Authorities. The Department Directors and Appointing Authorities will determine if the employees with a partial exemption can fill the requested assignment.

Main Change 3:

Contact Information: A request for the employee’s notification phone number has been added to Section 5. Information changes quickly, and OPUS does not always get updated. This new question provides up-to-date contact information for assigned employees. The addition of the contact number allows activated operations supervisors to provide information to the employee for their activation.

Find instructions and additional information at <http://intraweb/ema>.

If you have any questions, please see your [Disaster Assignment Coordinator](#).

Thank you for providing the integral support required for Pinellas County to fulfill critical emergency positions.

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November 30, 2023: New Deadline to Complete Biometric Screening & Health Assessment

Due to Quest’s reporting schedule and year-end processing requirements, complete your 2023 biometric screening and health assessment by **November 30, 2023**. For step-by-step instructions, see the [Direct-to-Quest Help Guide](#) and [Physician Results Form Help Guide](#).

Need to confirm you completed both steps in 2022? Use the [Completion Help Guide](#).

Email wellness@pinellas.gov or call (727) 464-3367, option 1 if you have questions.

The Pen

From Kimberly Crum, HR Director



Kimberly Crum
Director of Human Resources

2022 was filled with opportunity for Human Resources. We continued to build relationships with our stakeholders — Appointing Authorities, Employees’ Advisory Council, Unified Personnel Board members, our employees, and retirees; this team got to work.

The entire HR team worked together to develop the [2022 - 2024 Pinellas County Human Resources Strategic Plan](#) centered around five goals, appropriately titled C.A.R.E.S., as this team cares deeply about meeting the needs of our stakeholders. Our just released [2022 Human Resources Annual Report](#) details our efforts in each area including:



- We grew employees’ e-learning usage, offering in-person and virtual learning opportunities, continuous feedback tools for employees, and the redeveloped *Boot Camp: Leadership Essentials* for supervisors and managers.
- We returned to 47 in-person recruitment and community events that allowed candidate connections and real-time hiring, which resulted in 47 hires.
- We addressed the needs of our customers with upgraded technology such as shortening the time-to-fill jobs metrics. We are excited to finalize a new performance management system in 2023 with compensation and succession planning modules customized for each Appointing Authority work group.
- We met our service level goals with a well-trained, motivated, and engaged team dedicated to the highest standards of customer service, answering over 13,000 calls in 2022.

The 2022 Annual Report details the accomplishments in our five key focus areas and our future plans as we work through the 3-year Strategic Plan. Our focus is clear: to cultivate our workforce, attract the very best candidates, focus on relationship building, evolve technology, and support our customers and most importantly, our employees. I look forward to what we will accomplish together in 2023.



Q. Can I still opt in to receive my W-2 electronically?

A. Yes, you can opt in at any time during the year for electronic delivery of your W-2. Once you have given consent, your 2022 W-2, as well as any previous W-2s, if applicable, will be immediately available to you in OPUS. Follow

these [5 easy steps](#) to opt in.

Q. How do I request a new badge?

A. If your badge has been lost, damaged, or stolen, you had a name change, or you transferred departments, you can fill out the [Badge Request Form](#) in order to receive a new one. If you are still in possession of your old badge, please return it to Human Resources.

Pinellas County Government Career Fair

We are hosting a **Pinellas County Government Career Fair today (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.

HR staff and hiring managers from various departments attend job fairs and community events throughout the year to attract new talent. Keep in mind that you can 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. Just remind the candidate to write your name on their application.



The recruitment team attends the MLK Family Fun Day event on January 16.

YOUR TOTAL REWARDS

Health • Wellness • Retirement • Compensation

2022 FSA Claims Deadline is March 31



The deadline to submit your 2022 Flexible Spending Account (FSA) claims is **Friday, March 31**.

If you have a balance remaining in your 2022 Healthcare and/or Dependent Care Flexible Spending Accounts, you can submit a claim to TASC for expenses that occurred from January 1, 2022 to December 31, 2022 by March 31, 2023. TASC offers multiple convenient ways to [request a reimbursement](#) online and via the mobile app. See [Healthcare FSA eligible expenses](#) and [Dependent Care FSA eligible expenses](#).

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, up to \$570 in unused 2022 funds will be rolled over in mid-April. If you did not enroll for a 2023 Healthcare FSA, then unused 2022 funds will be forfeited. There is no carry over available for unused Dependent Care FSA funds.

The Pen

Wellness Incentives



The [Wellness Incentive Program](#) offers employees and their spouses/partners the opportunity to improve

their wellbeing and earn rewards up to \$200 cash or 50,000 points. There are no changes in 2023. Options include:

- Preventive Screenings (annual physical exam, colonoscopy, dental preventive exam, mammogram, OB/GYN exam, and/or pap test)
- Social Health and Wellness Apps and Activities
- Flu Shot
- Health Coaching
- Omada for Cigna Program
- Chronic Condition Care Coordination
- Maternity Support

Please keep in mind that your rewards default to points every year. If you would like cash in your paycheck instead of points, follow the 5 easy steps in the [Cash Election Help Guide](#). Once made, this selection will remain in effect for the remainder of the calendar year. Incentive rewards (points or cash) are processed semi-annually in March and September.



We bring the dentist to your workplace.

Coming in Late March: Jet Dental

We are excited to partner with Jet Dental to bring pop-up dental clinics to multiple work sites across the County, making getting a dental checkup more convenient. Stay tuned for dates and locations.

2023 Benefits Partners

DENTAL
[Cigna](#)
(800) 862-3557

EMPLOYEE ASSISTANCE PROGRAM (EAP)
[Cigna](#)
(800) 862-3557

FLEXIBLE SPENDING ACCOUNT (FSA)
[TASC](#)
(800) 422-4661

HEALTH SAVINGS ACCOUNT (HSA)
[HSA Bank](#)
(800) 357-6246

LIFE INSURANCE
[Securian Financial](#)
For questions, call Benefits (727) 464-3367

MEDICAL/BEHAVIORAL/ MENTAL HEALTH
[Cigna](#)
(800) 862-3557

PRESCRIPTION
[Express Scripts](#)
(866) 544-9221

VISION
[EyeMed](#)
(866) 939-3633

VOLUNTARY IDENTITY PROTECTION BENEFIT
[AIP](#)
(800) 789-2720

VOLUNTARY LEGAL ASSISTANCE BENEFIT
[ARAG](#)
(800) 247-4184

VOLUNTARY SUPPLEMENTAL MEDICAL BENEFITS
[Aflac](#)
(800) 433-3036

Take Care of Yourself



In the [January To Your Health newsletter](#), you will find:

- Getting Started With Exercise
- It's Never Too Early to Make Your Wishes Known
- Wellness Webinars & Events
- Onsite Blood Pressure Clinics: Schedule Yours Today
- January Group Fitness Class Schedule

Meet Our Claims/Customer Service Representative



Dee Shedd is a Claims/Customer Service Representative employed by our medical administrator, Cigna, to assist Pinellas County employees.

What is your background?

I am originally from Northwest Georgia and currently reside in Florida. I have been in the healthcare industry for 25 years and

transitioned to the benefits and revenue cycling side of the industry 3 years ago. During the transition, I relocated to the Tampa Bay area and fell in love with the community. I have experience in compliance, consumer affairs, and customer service. I also have clinical administrative experience with claims and referrals. I have a Bachelor of Science in healthcare administration, and I am currently finishing my Master of Business Administration.

What is your experience with Pinellas County so far?

Pinellas County has been very welcoming. I have enjoyed meeting the employees and staff, as well as having the opportunity to familiarize myself with all of the opportunities for community activities. Pinellas County is exceptional in their approach to community awareness and inclusion, which I have found to be a significant driver for community growth. Pinellas County seems to be a vision of integrity and caring for the community in which we serve, and I am excited to become part of the Pinellas County family.

How can you help employees?

I assist Pinellas County employees with navigating Cigna benefits by resolving claims issues and providing resources

related to medical, dental, and pharmacy coverage. I also provide [Wellness Program](#) assistance to help employees improve their quality of life.

What is something you practice daily?

Meditation is a practice that I utilize daily. It is a source for centering my thoughts and balancing my everyday activities. I have found that balancing health and career requires a sense of awareness, and daily meditation and practicing patience is my most utilized tool. Not only does meditation provide a sense of awareness, but it also helps with patience, kindness, and an overall sense of physical and emotional well-being.

What do you enjoy doing in your free time?

I have many hobbies including baking, hiking, reading, and I am a huge football and hockey fanatic. I enjoy spending time with family, and I have four children and four grandchildren. I have two military veteran sons, and my daughter is an aeronautical engineer with Delta, so traveling also plays a significant role in our family time. I enjoy traveling and experiencing the culture of exotic destinations.

How can employees contact you?

I can be reached by telephone or email, or if preferred, set up a virtual or in-person appointment. For your privacy, please **email only from your personal email address**.

- Email: PinellasClaims@cigna.com
- Phone: (727) 464-4555, option 1
- Address: Annex, 400 S. Ft. Harrison Ave., Benefits, Room 126, Clearwater
- Hours: M-F 8:00 a.m. to 4:30 p.m., in person or by phone

See our other [Cigna Onsite Representatives](#).

The Pen

Vitamin D Testing – Is This Covered By My Insurance?

By Dee Shedd, Cigna Claims/Customer Service Representative

Coverage for vitamin D testing is commonly associated with preventive care services. Although this procedure is commonly performed with other preventive lab testing, vitamin D testing is no longer considered preventive and is not covered at 100% by Cigna. If vitamin D testing is deemed medically necessary, it will be paid as diagnostic, not preventative. This common misconception can bring unnecessary stress to the patient, as well as a financial burden to the subscriber.

Vitamin D testing is considered medically necessary in a non-pregnant individual age 18-64 years for any of the following:

- Conditions or medical diagnosis associated with vitamin D deficiency
- Documented history of vitamin D deficiency
- Known or suspected excessive vitamin D blood levels (i.e., toxicity)

Vitamin D testing for any other indication, including screening, is not considered medically necessary.

Common conditions or medical diagnoses associated with Vitamin D deficiency are:

- Rickets
- Osteomalacia
- Chronic Kidney Disease
- Hepatic Failure
- Malabsorption Syndrome
- Hyperparathyroidism
- Granuloma-forming disorders
- Lymphomas

Important! The patient can be billed for denied vitamin D testing even if the provider laboratory is in-network with their plan in the event they sign a financial waiver.

Understanding how to navigate preventive care guidelines through your insurance provider can assist in answering questions about affordability, as well as providing key insights into guidelines about what may or may not be medically necessary or eligibility for services. Please feel free to reach out to me with any additional questions about [Cigna's Vitamin D Testing Policy](#) at (727) 464-4555, option 1 or PinellasClaims@cigna.com.

Clerk's 17th Annual Valentine's Day Wedding Ceremony

Couples looking to create a memorable experience on the most romantic day of the year can now register for the Pinellas Clerk's 17th Annual Valentine's Day group wedding ceremony held at the beautiful [Florida Botanical Gardens](#). This Valentine's Day, Tuesday, February 14, the Clerk will officiate two wedding ceremonies for 30 couples tying the knot for the first time and 30 couples looking to renew their vows during a group wedding ceremony.

Couples must [register online](#) no later than **Friday, February 3**. Due to limited space, registration will be on a first-come first-served basis.

To participate in the wedding ceremony, couples must complete their marriage applications between December 16, 2022, and Friday, February 10, 2023. In honor of the special occasion, the Clerk has waived the \$30 wedding ceremony fee. Standard fees for marriage licenses will still apply.



Photo from last year's ceremony



The Clerk will perform two marriage ceremonies that will take place at 1:30 p.m. for vow renewals and 2:00 p.m. for the new marriages. The group ceremonies will occur in the wedding garden at the Florida Botanical Gardens located at 12520 Ulmerton Road, Largo. Couples should arrive no later than 1:00 p.m. to check in for the ceremony with their marriage license and proper identification. The Clerk's Office will live stream the ceremonies on the [Clerk's YouTube channel](#) for couples to share with friends and family.

The Clerk's Office will also provide wedding photography and couples can select from several package options using the Eventbrite registration link and have them mailed following the ceremony.

The Clerk's Office promotes this special occasion with a beautiful bridal display at the downtown Clearwater courthouse designed by Aimee Matsko and Shantell Griffin, owners of Bearer of the Bling Bridal.

"Each year, I look forward to continuing the tradition of providing a Valentine's Day group wedding ceremony for couples to celebrate their special day. I'm always honored when couples choose to get married or renew their vows with our office," said Ken Burke, Pinellas County Clerk of the Circuit Court.

Couples who participate in the group wedding ceremony will receive a commemorative marriage certificate in addition to the official certificate of marriage and photos (if purchased), within one week of the date of the ceremony. For more information regarding the ceremony, contact Recording Services by phone at (727) 464-3008 or by [email](#).

Florida Supervisors of Elections Association Offers College Scholarships

The Florida Supervisors of Elections Association (FSE) is offering four \$1,200 scholarships for college juniors and seniors, and the deadline to apply is March 10.

"Supervisors of Elections in Florida recognize the importance of encouraging young people to embark on careers in public service, and this scholarship is intended to help support students on that journey," said Julie Marcus, Pinellas County Supervisor of Elections.

Applicants must be registered Florida voters and have lived in the state for at least the preceding two years. Applicants must be either a Political Science, Public Administration, Business Administration or Journalism/ Mass Communication major and be at least a junior in college. Students must be enrolled or accepted as a full-time student in a senior college or university in Florida and have at least a "C" average or above for the previous year.

The deadline to apply for a scholarship is March 10. You can [apply online](#) or pick up an application at any of the three Supervisor of Elections offices: 315 Court St., Room 117, Clearwater; 13001 Starkey Rd., Largo; or 501 1st Ave. N., St. Petersburg.



Completed applications must be submitted to the Elections office of the county in which the applicant is registered to vote. Each county will select one finalist to send to the FSE Scholarship Committee for consideration.



Employees' Advisory Council



to continually improve the Pinellas County classified employees' quality of work life

EAC Meetings

The Employees' Advisory Council (EAC) meets monthly and serves in an advisory capacity to the Personnel Board and the Director of Human Resources concerning personnel matters, policies, rules, and regulations affecting Pinellas County employees. Anyone can attend the meetings.

The EAC mission is to continually improve the Pinellas County classified employees' quality of work life by interacting cooperatively with the Appointing Authorities, advocating the views of classified employees, and by delivering candid, effective feedback to the Personnel Board on how employees perceive proposed Board actions affecting them.

EAC Representatives have scheduled meetings the 3rd Wednesday of each month at 2:30 p.m. The first meeting was held January 18. The next meeting is February 15.

EAC Delegates meet every other month on the 4th Thursday. The next scheduled meeting is March 23, from 8 a.m. to 10 a.m.

View EAC meeting dates, agendas, and previous meeting minutes for Representative and Delegate meetings at www.pinellas.gov/eac.

To learn more, contact your EAC Representative or EAC Chair Lisa Arispe at (727) 464-4862 or by [email](mailto:).

EAC Delegate Nominations Due By February 28

Are you interested in serving as an EAC delegate?

If so, talk with your area's [EAC Representative](#) and your supervisor, then complete the [EAC Delegate Appointment Form](#) by February 28.

EAC delegates act as an up-and-down communication link between employees at their work locations and the EAC representatives. Delegates are not elected. They are appointed through an informal process that determines an individual's willingness to serve in that role.

The total time commitment for a Delegate over the course of the year would be approximately 15 hours. A Delegate attends six meetings – one every two months – for a total of 12 hours, plus travel. In addition, EAC Delegates share information with employees (such as distributing meeting minutes via email) and gather information/feedback from their co-workers to share with the EAC.

Delegates need to be a regular status, full-time classified employee with at least one year of service. Supervisor approval is necessary.

The Pen

Employee Spotlight



Jeffrey Albenzio

Position: Tax Technician 3

Department: Tax Collector's Office

How long with Pinellas County?
About 8 1/2 years

Have you had any other positions with Pinellas County?

Tax Technician 1 and Tax Technician 2. I also helped the Supervisor of Elections Office during the 2022 elections.

Describe job in 25 words or less: I assist Pinellas County residents by processing motor vehicle and driver's license transactions and collecting payments for property and tangible taxes. As a Tax Technician 3, I assist my supervisor in giving quarterly reviews and having developmental and feedback conversations with my team members.

Best part of job: One of the best parts of the job is when customers come in and have a great experience. I enjoy when they tell me how they appreciate what we do. I also love when I mentor someone and I can see when they get the concepts and understand what I am teaching.

Most challenging part of the job: The most challenging part of the job is dealing with difficult customers. It's also hard when I'm helping a customer who just lost a loved one, no matter their age, and trying to help them handle what they need to do to get everything in order.

Most memorable moment? Graduating as a Certified Public Manager in 2022.

What do you do in your free time? I love to watch the Tampa Bay Rays, Lightning, and Buccaneers. I also enjoy playing on a recreational softball team and spending time with my daughter Aubrey, who just turned 8, and my lovely wife, Laura.

Over 20 Volunteers Receive Lifetime Achievement Award

On January 19, Volunteer Services hosted an award ceremony for 22 Pinellas County volunteers who received the [President's Volunteer Service Lifetime Achievement Award](#).

To qualify for the award, volunteers had to have completed at least 4,000 hours of volunteer service; that is equivalent to almost 2 years' worth of full-time (40 hours/week) service.

Thank you to each volunteer and their site coordinators who work to ensure that each volunteer has what they need to be successful.



The Pen



Thomas Powers



Jim Wedlake



David Rockwell



Sandy Hernandez



William "Bill" Beattie



Don Nolan



Betty Nolan



Lorraine Wert



Judy Dailey



Mark Piacenti



Jim Wedlake

Lifetime Achievement Award Recipients



- Shelley Beyer, Animal Services
- Laura Brown, Animal Services
- Jennifer Burke, Animal Services
- John Dahl, Animal Services
- Susan Hubbard, Animal Services
- Joy Kocic, Animal Services
- Tiffani Oliver, Animal Services
- Leslie Uzzo, Animal Services
- Robert Burke, Emergency Management
- Don Nolan, Emergency Management/Parks/CVB
- David Rockwell, Emergency Management
- William Beattie, Environmental Management/Air Quality
- Sandy Hernandez, Extension Services
- Mark Schmidt, Gulf Beaches
- Judy Dailey, Heritage Village
- Lon Mackey, Heritage Village
- Thomas Powers, Heritage Village/Emergency Management
- Lorraine Wert, Heritage Village
- Robert Hurst, Parks and Lands
- Betty Nolan, Parks
- Mark Piacenti, Parks
- Jim Wedlake, Parks/Emergency Management

Thank You to Our Volunteer Site Coordinators

Animal Services

Jennifer Renner
Collis McKenzie

Convention and Visitors Bureau

Brandee Bolden

Emergency Management

Mary Burrell
Clayton Parrott

Environmental Management

Christine Joyner

Extension Services

JP Gellermann

Heritage Village

Monica Drake

Parks & Conservation Resources

Michael Polizzi
Keith Hollon
Byron Bozarth

The Great Tornado Drill Set for February 8

Pinellas County government departments and agencies have the opportunity to participate in the 2023 Great Tornado Drill on **Wednesday, February 8 at 10 a.m.** and compete for an official 2023 Great Tornado Drill trophy.

A tornado can hit within minutes after a Tornado Warning is issued, which is why it is important to plan, know where to seek safety, and practice how to “duck and cover.” This drill is a perfect opportunity to practice emergency procedures in the workplace.

The County is partnering with the National Weather Service and surrounding counties to bring awareness to tornado safety while testing emergency public notifications. Pinellas County Emergency Management will send a TEST alert through [Alert Pinellas](#) on Wednesday, February 8. You can participate by simulating a Tornado Warning, finding a safe place, and taking a selfie to post on social media using the hashtag **#PCTornadoDrill**.

Creativity is welcome, but photos should represent the proper “duck and cover” technique. A safe shelter should be in an interior room on the lowest level of a sturdy building, away from windows and doors, duck down and cover your head. Two trophies will be awarded to County government departments, and the winners will receive exclusive “bragging rights” for this year’s drill. Entries will be judged by a panel from Communications and Emergency Management.

The winners of the 2022 competition were [Housing & Community Development](#) and [Pinellas Traffic](#) (see photos below).

A Pinellas County fire or law enforcement department can also compete to receive a trophy. Last year’s winner was [East Lake Fire Rescue](#).

Additionally, three winners from the public will be chosen from social media posts generated by members of the public. In former years, there has been participation from schools, businesses, non-profit organizations, and individuals who practice the drill and post photos. The public winners will receive a Hurricane Kit with a NOAA Weather Radio.



Housing & Community Development finds their safe location and also helps spread an educational message to the public.

Pinellas Traffic has found a safe location to hide from a tornado.



Severe Weather Awareness Week

The tornado drill is a part of [Florida Severe Weather Awareness Week](#), which runs from Monday to Friday, February 6 – 10, with an emphasis on a specific weather event for each day. Please share this information with friends and family to help Pinellas County stay safe throughout the year.

- Monday, February 6: [Lightning](#)
- Tuesday, February 7: [Marine Hazards and Rip Currents](#)
- Wednesday, February 8: [Thunderstorms and Tornadoes](#)
- Thursday, February 9: [Hurricanes and Flooding](#)
- Friday, February 10: [Temperature Extremes and Wildfires](#)

Guidelines For the Drill

Before the drill

- Designate an emergency coordinator
- Inform others at home, school, or work
- Review and refine a tornado plan

The Day of the Drill

February 8 - After 8 a.m.

Consider a Tornado Watch to be in effect. A watch means tornadoes are possible in your area. Remain alert for approaching storms and closely monitor the weather.

- Make the announcement, “Tornado Watch. THIS IS A DRILL.”

At 10 a.m.

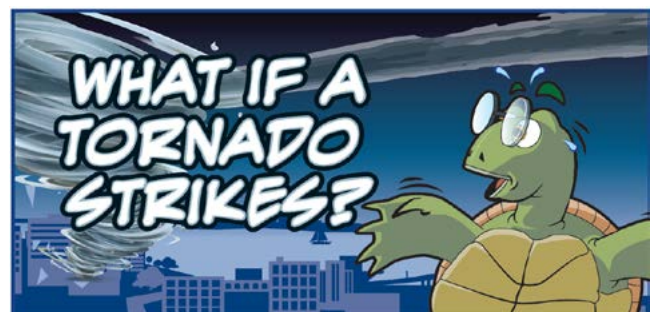
Consider a Tornado Warning to be in effect. A warning means a tornado has been sighted or indicated by weather radar — time to take cover!

- Receive the TEST emergency message from [Alert Pinellas](#).
- Go to the tornado safe space and take cover.
- Take a selfie and post it on Facebook or Twitter using the hashtag **#PCTornadoDrill**.

After the Drill

Wrap-up

- Following the drill, discuss, assess, and revise your tornado plan as needed.
- Get more information about [tornado safety](#) from the National Weather Service.



Human Resources Holds Holiday Door Decorating Contest

This past holiday season, Human Resources' newly formed Connections Committee hosted a door decorating contest for each of the Centers of Excellence. Each team worked together to decorate their Officer's door. Points were awarded based on each teams' use of certain design elements such as a polar bear, a staff photo, an element from the [2022-2024 HR Strategic Plan](#), and others.

Special thanks to Pamela Flynn (Clerk of the Circuit Court), Betina Baron (Office of Human Rights), Dana Zordan (Business Technology Services), and Kristin O'Meara and Valerie Edmons (Risk Management) for judging the contest. Communications & Outreach won first place, Workforce Strategy & HRMS and Classification & Compensation tied for second place, and Planning & Performance/Administration won third place. All of the teams enjoyed the contest and the time they got to spend with their coworkers.

Holiday Giving

Parks and Conservation Resources donated 235 pounds of grocery items to the [Hope Villages of America's](#) food bank to assist those less fortunate.



The Pen



Benefits, Retirement, & Wellness



Classification & Compensation



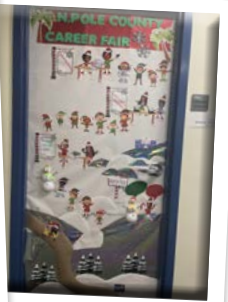
Communications & Outreach



Planning & Performance/ Administration



Organizational & Talent Development



Workforce Strategy & HRMS

BCC Issues Proclamations and Employee Recognition Awards



BCC Chair Janet C. Long (right) presents Dr. Martin Luther King, Jr. Day Proclamation to Terri Lipsey Scott (left), Executive Director, Dr. Carter G. Woodson African American Museum



BCC issues National Mentoring Month Proclamation. From left to right: Debbie Buschman, Lunch Pals Coordinator; Seymour Brown, Director, Office of Strategic Partnerships; BCC Chair Janet C. Long; Lori Matway, Pinellas County Schools Associate Superintendent, Student and Community Support Services



BCC Chair Janet C. Long and County Administrator Barry Burton (right) present Employee Recognition Award to Karen Cervone-Nitz (left), Department Administrative Manager, Safety and Emergency Services



BCC Chair Janet C. Long and County Administrator Barry Burton (right) present Employee Recognition Award to Dwayne Adams (left), Veterans Service Officer 2, Human Services

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.

Discover the Leader in Utilities Graduation

Sixteen future leaders of Utilities started on a fast-track adventure in August 2022 to enhance their leadership skills and do it in record time. You see, these Explorers didn't have the same six to eight months to complete their program that the other two cohorts had before them. No, they set out to complete their journey in only four short months.

So, on December 14, 2022, this group of sixteen came together with their coaches and Utilities senior leadership to celebrate and show they persevered. Persevered through an event we'll only call Ian, the clean up that came after, including helping other counties in need, technology challenges, and growing pains.

In the process, they explored eight competencies identified by Utilities leadership and completed post-work assignments for all sessions. They read two books, *Who Moved My Cheese?* and *Out of the Maze* by Spencer Johnson, M.D. They also read 22 articles and watched 9 separate videos as part of their pre-work.

They gained new skills to help address leadership development challenges and shared their perspectives with each other. The professional connections established will continue to build and open avenues for new opportunities, development, and growth for these new graduates.

Graduate Adrian Gonzalez had this to say about his experience, "This program has been an important step in discovering our potential as professionals. I have already started to apply to different roles within Utilities and have found that the 30-Day Plan for Interviewing Success helped me prepare. I also believe that this leadership program has helped me in other areas of my life, both professionally and personally. I will keep moving with the cheese! Finally, I think that the ride-along was a great idea because it allowed me to explore other areas within Utilities that I found interesting and would not have had the chance to explore any other way."

Help us congratulate the Explorer program graduates on their achievements. This program provided insights into career opportunities to help further their skills and competencies and be forever learning agile. We look forward to helping them all continue their lifelong learning journey!

Bravo to Utilities leadership for their focus on continuing to develop future leaders. This collaborative initiative with Human Resources is what continues to make Pinellas County Government a place where everyone wants to work!

The Pen



Explorers and Utilities Leadership: front row – Nory Hancock, Melissa Kok, Hillary Weber, Amelia Hanks, Alyssa Thompson, Niva Lopez, Jennifer Peters, Megan Ross, Frank Roberson, Drew Shulmister, Janis Blacklidge; back row – Jeremy Capes, Isaiah Jackson, Keith Jakacky, David Cox, Ara Faison, Nabeedah McGill, Adrian Gonzalez, Jarell Carter, Kelvin Davis; unavailable for photo: Jennifer Campbell

2022 Graduating Fast-Track Explorers: front row – Melissa Kok, Amelia Hanks, Alyssa Thompson, Niva Lopez, Jennifer Peters, Marco Sokell, Frank Roberson, Drew Shulmister, Janis Blacklidge; back row – Keith Jakacky, David Cox, Jennifer Campbell, Ara Faison, Nabeedah McGill, Adrian Gonzalez, Kelvin Davis, Jarell Carter



[Discover the Leader in Utilities Graduation continued from page 11](#)

Star Explorer: Jennifer Campbell

Awarded for her stellar demonstration of program competencies

“I enjoyed the DTLIU program for several reasons and was honored to have been accepted into the program. The class topics were relevant to my everyday job and parts of this program might be helpful to all new hires. I really appreciated meeting and being around people outside my small department; it was enlightening to hear their perspectives and experience related to the topics we discussed in class. I really connected with a few of my classmates. They have inspired me to continue with this program and seek further responsibilities within the County. The networking aspect of this program is an underrated benefit!”



A-Mazing Explorer: Keith Jakacky

Awarded for his leadership insight and thoughtful engagement in the program's book club

“The DTLIU Explorers program is a truly rewarding experience. Besides being pushed from my comfort zone, I developed relationships with County employees from various backgrounds. I learned valuable interviewing techniques. I read two great books that I normally would not have been exposed to and I changed my beliefs regarding the generational differences between us. The course is thought provoking and the discussions were interesting and fun. I highly recommend this program to any Utilities employee that enjoys learning in a team environment.”



Tech Explorer: Nabeehah McGill

Awarded for her confident illustration and dauntless utilization of all technical resources

“DTLIU Explorer Graduate”—you would truly have to experience this program to understand the depth of that statement. I learned far more than I anticipated, and it has given me not only job skills, but also skills for everyday life to look at things just a little differently. Your mind reviews situations with a desire to understand before your mouth speaks carelessly. The connections made with fellow employees I otherwise may not have gotten a chance to really know is awesome. The different meetings and discussions also make you realize you aren't the only one who thinks like you, who grew up like you, or who has the same values and fears as you. DTLIU not only teaches you the need for being a great leader, but it shows you ways of just becoming a better person. If given the opportunity, I think anyone who can and is chosen for the program, should show up and take it seriously. Truly, it was a pleasure!”



The Pen

THE RECORD KEEPER

Agency Logo Shirts for Destruction

Did you know that agency issued logo shirts need to be disposed of through the Records Management destruction process? No matter the reason, whether it's too large, stained, faded, etc., if you have an agency issued logo shirt that you no longer need or want, it will need to be appropriately destroyed.

If you have logo shirts that need to be destroyed, or if you have any questions, please contact Records Management at (727) 464-5555.



National Wear Red Day is Friday, February 3

Raise awareness about heart health and urge those around you to prevent heart disease. On February 3rd, ignite your department's wave of red by sending us a photo of you and your peers sporting the color. Working remotely? No problem! Send us a screenshot of your virtual meeting. Email your photo to wellness@pinellas.gov and we'll share it in the next *To Your Health* newsletter.



Beware of Credit Repair Companies



It's a new year; are you still paying off old debt? Owing money is stressful and with increasing interest rates, the growing balance can be overwhelming and seem impossible to pay off. You may need help to get your finances in order, but be careful where you get help from. Many credit repair companies offer to help reduce or eliminate your debt for a fee, but may not provide the service they promise. Credit repair companies, also sometimes called "debt relief," "debt settlement," or "debt repair,"

often claim they can negotiate with your creditors to reduce the amount you owe. Dealing with credit repair companies can be risky. They may cause you to get deeper in debt than you were when you started. Most credit repair companies will ask you to stop paying your debts in order to get creditors to negotiate and to collect the funds required for a settlement. This can have a negative effect on your credit score and may result in the creditor or debt collector filing a lawsuit. And if you stop making payments on a credit card, late fees and interest will be added to the debt each month. If you exceed your credit limit, additional fees and charges may apply. This can cause your original debt to increase.

Credit repair companies cannot remove negative information that's accurate and timely from your credit report. Only time and a plan to repay debt will fix your credit. You can improve your credit by showing over time that you can pay your debts on time. Anything a credit repair company can do legally, you can do for yourself at little or no cost. Here are a few tips when seeking debt relief:

- **Don't pay upfront.** It's illegal for a debt relief company to charge you a fee before they do anything to relieve your debt.
- **Talk with your credit card company.** Call the customer service number on the back of your credit card. Ask for a payment plan that you'll be able to afford.
- **Contact a credit counseling organization.** Reputable credit counseling organizations can advise you on managing your money and debts, help you develop a budget, and offer free educational materials and workshops. Contact your local financial institution for credit counselors in your area.
- **Credit and debt.** The [Consumer Financial Protection Bureau](#) and [Federal Trade Commission](#) offer free resources on building better credit and reducing debt.

For more information on debt relief, to file a complaint, or check the complaint history of a business, call Pinellas County Consumer Protection at 727-464-6200 or visit [Consumer Protection](#).

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 AskHR@pinellas.gov.

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](#).

Clearwater Courthouse

315 Court Street (west parking lot)
February 21, 11:00 a.m. to 4:00 p.m.

Public Works

22211 U.S. Highway 19 North, Clearwater
February 16, 12:00 p.m. to 5:00 p.m.

Solid Waste

3095 114th Ave N, St. Petersburg
January 25, 8:00 a.m. to 12:00 p.m.

STAR Center

7887 Bryan Dairy Road, Largo
February 22, 9:00 a.m. to 1:30 p.m.

Welcome Aboard

New employees listed are for December 2022.

Board of County Commissioners

Administrative Services

Matthew Abbey Fleet Mechanic 2
 Charles Case Maintenance 1
 Zachery Cummings Fleet Mechanic 2
 Kit Lindsay Real Property Specialist 1
 Richard Stolz HVAC Mechanic
 Keaton Yancey Craftworker 1

Animal Services

April Dennison Animal Care Assistant

Building & Development Review Services

Thomas Vetter Environmental Specialist 1

Housing & Community Development

Corey Gray Principal Planner

Public Works

Sherrilynn Chess Section Manager 2
 Brandy Colandrea Section Manager 3
 Brian Kelley Tree Trimmer 1

Safety & Emergency Services

Carrie Campbell Project Coordinator-Project Management
 Justin Gill Medical Billing Specialist 2

Utilities

Linda Benoit Section Manager 3
 Patrick Daly Meter Reader 1
 Angel Espinosa Trainee Under-Fill A

Clerk of the Circuit Court

Maria Alameda Customer Information Center Spec 1
 Linda Boeckley Customer Information Center Spec 1
 Marlen Cilix Moxthe Customer Information Center Spec 1
 Elizabeth Makowski Customer Information Center Spec 1
 Justin Miller Records Specialist 1
 Tata Moraitis Customer Information Center Spec 1
 Teresa Suhoza Fiscal Records Specialist



December New Employee Orientation via Zoom

The Pen

Promotions

Promotions listed are for December 2022.

Board of County Commissioners

Administrative Services

Scott Rintz..... Safety Specialist, Lead

Convention and Visitors Bureau

Kayla Freeman..... CVB Sales Representative

Fleet Management

Keith Bednark..... Environmental Specialist 1

Ronald Medlock..... Fleet Mechanic 2

John Parks..... Fleet Mechanic 2

Rich Perez..... Fleet Mechanic 2

Parks and Conservation Resources

Jeremy Bayless..... Craftworker 1

Bianca Poteete..... Parks Program Coordinator

Public Works

Veronica Ettel.... Budget & Financial Management Analyst 3

Public Works

Joseph Boggs..... Construction Administrator

Vincent Carboni..... Equipment Operator, Senior

Mark Demyan..... Construction Administrator

Austin Frye..... Craftworker 1

Raymond Gambling..... Construction Administrator

Gary Gray..... Construction Administrator

Derrick Jones..... Craftworker 1

Angel Lafita..... Construction Administrator

Wesley Merritt..... Construction Administrator

Edward Ramous..... Construction Administrator

Ali Rieman..... Project Coordinator-Project Management

Siarra Sherako..... Environmental Chemist

Solid Waste

Ben Panike..... Accountant 1

Cassie Hartman..... Section Manager 2

Utilities

Mack Brooks..... Engineering Technician 1

Christopher Campbell... Water/Wastewater Plant Operator 3

Alfrieda Lewis..... Water/Wastewater Plant Operator 3

Franklin Roberson..... Water Conservation Coordinator

Jesse Shelton..... Water Quality Management Specialist 2

Business Technology Services

Roxan Reznor..... Application Analyst, Sr

County Attorney

Anne Kersting..... Senior Assistant County Attorney

Clerk of the Circuit Court

Sharon Bain..... Fiscal Records Specialist

Sandra Courtemanche..... Records Specialist, Senior

Desire Ramos..... Records Specialist Supervisor

David Trinidad..... Finance Operations Technician

HR: Here to Help You

PHONE

Call the HR main line at **(727) 464-3367**:

- **Press 1 for Benefits, Wellness or Retirement**, or
- **Press 2 for all other inquiries** and one of our team of HR Representatives will assist you.

EMAIL

Email us at AskHR@pinellas.gov, and one of our team members will help you. For benefits inquiries, please email at employee.benefits@pinellas.gov.

SURVEY

Providing excellent customer service is our priority. After getting assistance from one of our staff or our website, please take a brief Customer Satisfaction Survey at www.pinellas.gov/hr/survey.

Human Resources
Helping U Succeed

The Pen

Service Anniversaries

Service anniversaries listed are for December 2022.

25 YEARS



William Burgess
Clerk of the
Circuit Court



Casandra Helm
Safety & Emergency
Management



Patrice Perry
Clerk of the
Circuit Court

Unavailable for Photo

25 Years

Steve Cook
Utilities

Paul Giuliani
Public Works

20 YEARS



Deborah Adas-Josefson
Clerk of the Circuit Court



John Hobson
Animal Services

3 TO 15 YEARS

15 Years

Karen Bayly Tax Collector's Office
Natasha Dickrell Public Works
Jason Oldfield..... Safety & Emergency Management

10 Years

Kathleen Abbarno..... Safety & Emergency Management
Cami Boyd Tax Collector's Office
Ginnene Brewerton..... Utilities
Geethapriya Chandrasekaran..... Tax Collector's Office
Patricia Clark Clerk of the Circuit Court
Daniel Coughenour..... Clerk of the Circuit Court
Doris McHugh Public Works
Amanda McNeilly Clerk of the Circuit Court
David Wise..... Supervisor of Elections

5 Years

Federico Azoifeifa-Gallegos..... Communications
Carl Bailey Public Works
Zachary Bloomer..... Property Appraiser's Office
Alexis Braswell Clerk of the Circuit Court
Jamie Frank Public Works
John Klim..... Parks & Conservation Resources
Craig Lawton Public Works
Michael Levine..... Utilities
Sarah Listemann..... Tax Collector's Office
Carrie Little Tax Collector's Office
Raynor Marshall..... Public Works
Adriana Mesa Diaz Clerk of the Circuit Court

Robert Middleton Tax Collector's Office
Jana Milone Human Services
Mark Mira Parks & Conservation Resources
Thomas Moeller..... Utilities
Bianca Poteete..... Parks & Conservation Resources
John Ready Public Works
Ethan Rhodes..... Parks & Conservation Resources
Charles Ripple Parks & Conservation Resources
Nina Serritella Parks & Conservation Resources
Julie Wason Human Services
Judith Washinsky-Price .. Safety & Emergency Management
Joseph Wolfe Parks & Conservation Resources

3 Years

Christy Carpenter..... Administrative Services
Randy Goggin..... Parks & Conservation Resources
Kelsey Grentzer Communications
Leon Hammond Airport
Trez Horne Public Works
Michael Levecque..... Public Works
Emily Ling Building & Development Review Services
David Moes..... Administrative Services
Stacy O'Donnell Convention & Visitors Bureau
John Ondrovic..... Office of Management & Budget
Adam Pedzich Emergency Management
Tanya Smith Clerk of the Circuit Court
Tamara Smith Supervisor of Elections
Lynette Sneed Human Services

Retirements

Retirements listed are for December 2022.

Over 26 Years



William Singletary
Craftworker 1,
Real Estate Management

Over 21 Years



Michael Seel
Electrical Mechanical
Technician 3,
Utilities

Retirees Unavailable for Photo

Over 34 Years

William Roberts, Jr., *Craftworker 1, Real Estate Management*

Over 33 Years

Ronald Bero, *Electrical/Mechanical Technician 2, Utilities*

Over 25 Years

Sherry Staley, *Tax Collector Supervisor, Tax Collector's Office*

Over 22 Years

William Gehan, *Electrician 2, Real Estate Management*

Donna Miller, *Building Permit Technician 2, Building & Development Review Services*

Over 20 Years

Martin Marcum, *Mechanical Inspector 3, Building & Development Review Services*

Over 15 Years

Carina Kaminsky, *Legal Secretary, Building & Development Review Services*

The Pen

REPCO News

The next REPCO lunch meeting will be February 13, 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 Safety & Emergency Services will be providing a presentation on 9-1-1. If you have any questions, contact Rudy Garcia at rdgarcia@verizon.net or (813) 855-3466.

The Pen Extra

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:

Endurance rolling walker, \$100. Max weight of 500 pounds, gently used, in great shape, has storage under seat and includes a cup holder. If interested, text or call (727) 424-0514.

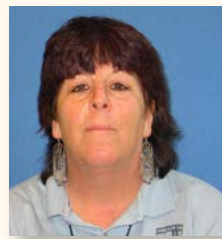


5-piece counter height dining set, \$125 or best offer. 4 years old, in good condition, has removable leaf. Dimensions with leaf – 60" length x 42" width, without leaf – 42" x 42". Includes 4 chairs. If interested, text or call (937) 360-5793.



Gone but not Forgotten

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



Barbara Fore, 64, of Clearwater, passed away on December 14, 2022. Fore retired in 2020 as a Building Permit Technician 2 with Building & Development Review Services after 21 years of service with Pinellas County Government. [View her obituary.](#)



Wendy Knott-Comer, 71, of Largo, passed away on December 21, 2022. Knott-Comer retired in 2017 as a Customer Services Specialist with Utilities after over 11 years of service with Pinellas County Government. [View her obituary.](#)



Ronald McCorkel, 67, of Largo, passed away on December 16, 2022. McCorkel retired in 2016 as an Automotive Equipment Operator 3 with Parks & Conservation Resources after over 42 years of service with Pinellas County Government. No obituary was found.

Congratulations

Congratulations to **Matt Withum** (Public Works) for passing the Institute of Asset Management certification examination. Matt is recognized as a professional with the set of skills, understanding, and knowledge on the principles of asset management.



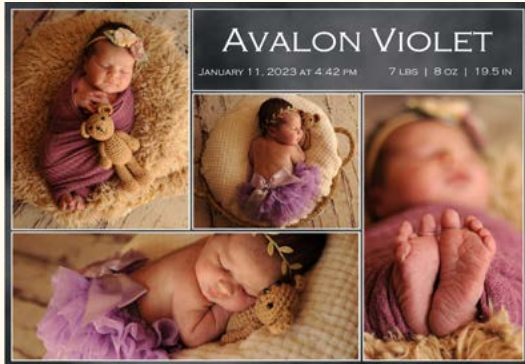
Congratulations to **Tim Walker** (Public Works) for passing the examination and becoming certified as a Road Safety Professional (Level 1) (RSP1). As a RSP1, Tim is recognized as one of a specialized group of professionals with the set of skills and expertise needed to successfully solve and implement safety solutions and create better communities.

The Pen Extra

Your Source for Employee Info

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Welcome



Avalon Violet Simek, 7 lbs. 8 oz. and 19 1/2 inches long was born on January 11 to Angela Ventura and Jared Simek. Grandparents Tami Maloney (Parks) and Bernie Maloney (Utilities) could not be more thrilled to welcome her into the world.

Kudos

Kudos to **David Adams** (Utilities Engineering) for being nominated to be inducted into the Florida Skateboard Hall of Fame. David will be inducted in March.



Classified Ads

Want to Get Rid of Stuff?

Advertise here for free if you'd like to give away, donate, or sell something.

All County employees, active or retired, permanent or temporary, may submit ads. Only personal items can be advertised—business or commercial ads or ads providing services will not be published. To submit an ad, complete [The Pen Submission Form](#). Questions? Contact: Employee.Communications@pinellas.gov.

Submissions to the *Pen* are due on the first of the month.