



Employees' Advisory Council



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

Employees' Advisory Council – Representative Meeting Minutes

315 Court St, Clearwater, FL, 4th Floor Clerk's Conference Room

Wednesday, February 15, 2023 2:30 p.m. – 4:30 p.m.

Prepared by Leena Delli Paoli

Call to Order

The EAC Representative meeting was called to order at 2:35 p.m. by Chair Lisa Arispe. A quorum was present.

Comments from Kimberly Crum, Director of Human Resources

- Biometric Screening – This year the Biometric Screening end date is **November 30th**
 - There is a 30 day blackout period, so ending on November 30th will allow us to begin on January 1st in 2024.
- Employee Communication Survey – An employee communication survey will come out in March asking how you would like to receive important information from HR.
- HR Call Center – The new HR Call Center will be up and running soon. Employees won't experience a difference when they call, but the new system will allow HR to better staff their office based on the need.
 - The current HR phone system tracks the number of calls that are received and whether or not the call is for benefits, but not much else is tracked
- Current Scorecard – Received 20 responses for January
 - Total Satisfaction – 100%
 - Professional & Courteous – 100%
 - Helpful – 100%
 - Received requested information timely – 100%
- Wellness Technician – The Wellness Technician position was posted and closed. The audition portion of the process is now underway.
 - Candidates conduct a mock class that HR employees attend to get a feel for what classes offered by the candidate would be like
- Jet Dental – We are excited to partner with Jet Dental to bring pop-up dental clinics to multiple worksites across Pinellas County. Stay tuned for dates and locations.
- Time to Fill – The time-to-fill for January was 73.8 days.
- Positions Filled –
 - 61 New Hires in January
 - 47 Promotions made in January
- February Job Fairs –
 - February 14th – Florida Poly with Utilities and Public Works
 - February 16th – USF St Pete with Volunteer Services
 - February 22nd – St Pete Works/St Pete College with Public Works and the Clerk's Office
- HR C.A.R.E.S. – Gave a recap of the 2022 Annual Report
 - Each of the members present recapped the various letters of C.A.R.E.S.
- Question – I know that there are a lot of people involved in the benefits committee, but why does it seem like it takes so long to get anything passed? Answer – There is a lot of research that goes

into the process and people have to report back. It is a group, and not one person gets to make a decision.

- Question – Can Aunts and Uncles be added to the Bereavement policy? Aunts and Uncles play a significant role in families and they should be considered. Answer – The benefits committee considered the addition when they reviewed the policy and elected not to add them. If the family tie was significant they may fall under other categories of the bereavement policy; the employee could ask their director for consideration.
- Question – Why do some of the workout classes seem to be canceled more often than they run? Answer – Unfortunately, they are run by volunteers. We are looking into blackout dates so maybe we cannot set ones for days they know in advance that they won't be available.
- Question – Why if someone contacts HR do you notify their Appointing Authority or Director? Answer – We should only be contacting their Appointing Authority if the question was specific to them. If we can answer the question about a county policy then there isn't a need to forward the question.

Old Business

- Bylaws – Our bylaws currently state that we will Elect the Officers and then Elect the At Large Member. This presents a problem if the person elected as an officer is the current At Large Member, but then they are not reelected as the At Large because someone else runs against them and is elected instead.
 - We intend to update our bylaws to put the election of the At Large Member before the election of the Officers
 - Under our current bylaws, we must provide two weeks' notice to the HR director of our intent to make changes to the bylaws. This meeting served as our notice to the HR director.
- A Friend In Need – Can the EAC consider the A Friend In Need program as one of our initiatives for 2023? Lisa will look at the question that was received by Leena, and we will go from there.

New Business

- BCC Group 2 – Randy Rose is retiring which leaves the BCC Group 2 Representative Chair Open. Per the Bylaws, Randy has suggested he be replaced by delegate Willie Roundtree.
 - Willie Roundtree will fill the BCC Group 2 Representative position with a motion from Charles Toney, seconded by Bill Gorman. Unanimously approved. Motion carried.
 - Willie Roundtree will have voting rights for the remainder of the term with a motion from Charles Toney, seconded by Jeff Albenzio. Unanimously approved. Motion carried.

Bill Gorman made a motion to adjourn at 4:29 p.m., seconded by Katiah Fitzpatrick.

*EAC Representatives in attendance at this meeting:

Jeff Albenzio*

Lisa Arispe*

Donna Beim*

Zach Bloomer*

Samuel Chambray*

Leena Delli Paoli*

Katiah Fitzpatrick*

Henry Gomez

Bill Gorman*

Lora Kyle-Woodall*

Tami Maloney

Clarethia McClendon
Robyn Sparrow*
Randy Rose*
Charles Toney*