

Unified Personnel Board
Pinellas County
January 10, 2024 Meeting Minutes

The Unified Personnel Board (UPB) met in regular session at 6:30 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
Ralph O. Reid IV
William Schulz II

Not Present

Ricardo Davis, Vice-Chair

Others Present

Lisa Arispe, Employees' Advisory Council Representative
Rodney Marion, Workforce Relations Director
Brannon Marshall, Assistant County Attorney
Peggy Rowe, Interim Director Human Resources (HR)
Krista Johnson, 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 6:30 PM, led the Pledge of Allegiance, and confirmed the presence of a quorum; whereupon, she noted that the Board's vacant seat is expected to be appointed by the Board of County Commission at its meeting in late January.

ELECTION OF CHAIR AND VICE-CHAIR

Chair Vecchioli indicated that the first item on the agenda is the election of Chair and Vice-Chair; whereupon, she opened the floor for nominations or motions for the position of Chair.

Mr. Schulz nominated Mr. Davis to serve in the position of Chair; whereupon, Chair Vecchioli shared that Ms. Rowe indicated that Mr. Davis expressed a willingness to serve as Vice-Chair for the coming year, but that she is unsure about the role of Chair.

Mr. Reid provided brief comments related to the highest respect that he has for Chair Vecchioli, but that he feels that change brings fresh perspective to the Board and seconded the nomination of Mr. Davis to serve as Chair. At the suggestion of Ms. Rowe, the members agreed to move the item to later in the meeting, pending a response from Mr. Davis.

Chair Vecchioli was provided confirmation by the Board that it would be acceptable for her to continue conducting the meeting while awaiting a response from Mr. Davis.

Later in the meeting, Ms. Rowe confirmed the willingness of Mr. Davis to serve as Chair; whereupon, Chair Vecchioli indicated that a motion and a second had occurred related to Mr. Davis serving as Chair for the coming year. Following a vote by the members, the motion carried unanimously. Thereupon, Mr. Schulz moved that Mr. Reid be elected as Vice-Chair. Following a brief discussion, the motion was seconded by Mr. Kronschnabl and carried unanimously.

CITIZENS TO BE HEARD

None.

EMPLOYEES' ADVISORY COUNCIL (EAC) REPRESENTATIVE

EAC Representative Lisa Arispe provided an update regarding EAC elections, including that she was re-elected as Chair; and that the Council has five new members; whereupon, discussion ensued regarding a potential joint workshop of the EAC and the UPB.

CONSENT AGENDA

Minutes of the December 7, 2023 meeting

A motion was made by Ms. O'Shea to approve the minutes of the December 7 meeting. The motion was seconded by Ms. Vecchioli and carried unanimously.

NEW BUSINESS

Proposed Changes to the EAC Bylaws

Ms. Arispe briefly discussed the proposed revision to the EAC Bylaws, indicating that it is to assure that the election of the at-large position occurs prior to election of officers; whereupon, Ms. Rowe added that this is not a substantive change other than when the election takes place.

Ms. O'Shea made a motion to approve the proposed revision, which was seconded by Ms. Vecchioli and carried unanimously.

Revisions to Personnel Rule 3, Compensation

Referring to a memorandum titled *Revisions to Personnel Rule 3, Compensation*, Ms. Rowe provided background information regarding the proposed revisions to language related to the manner by which exempt employees are compensated during a declared emergency, noting she would like to recommend an additional change to the Rule following a discussion with Attorney Marshall; whereupon, she referred to *Page 9, Letter f., Declared Emergencies and Other Emergency or Disaster Situations*, and indicated that she would like to insert that employees would receive one and one-half times their regular rate for any hours worked.

Ms. Vecchioli referred to a prior Board discussion during which there was interest in providing the Appointing Authorities with departmental discretion related to compensation, noting that she would like to add the words, "additionally compensate", if the Board agrees with allowing this flexibility; whereupon, Mr. Marion reminded the members of the Federal Emergency Management Agency's declared state of emergency reimbursement policy requirement.

Following a lengthy discussion regarding suggestions for revisions to the language in the above-referenced section, Attorney Brannon indicated that he would like for the Appointing Authorities to have an opportunity to review the proposed revisions, based upon the input received today, and suggested that the topic should be revisited at the next meeting of the UPB.

Ms. Rowe reviewed the additional proposed revisions to Personnel Rule 3, noting that none are substantive; whereupon, Ms. Vecchioli made a motion to approve the proposed changes, with the exception of the emergency pay section. The motion was seconded by Mr. Schulz and carried unanimously.

Joint Workshop with Employees' Advisory Council

Hearing no additional comments related to an earlier discussion regarding a potential joint workshop, Acting Chair Reid indicated that the meeting would move forward to the next item on the agenda.

INFORMATIONAL ITEMS

HR Update

Referring to a document titled *HR Update for January*, Ms. Rowe provided brief information regarding changes to new employee orientation and an improvement in the amount of time needed to fill positions.

Ms. Rowe provided information regarding the recruitment process and interview procedures related to the HR Director position, specifying that, following the Appointing Authorities' candidate interviews scheduled for January 31, the UPB will meet with the top two or three candidates selected by the Appointing Authorities, beginning at 4:00 PM on February 1; whereupon, discussion ensued, and Ms. Rowe indicated that additional information and guidance regarding the interview process will be provided to the members prior to February 1.

Action Taken Under Authority Delegated by the Personnel Board

The item was not addressed.

ADJOURNMENT

Acting Chair Reid expressed appreciation to Ms. Vecchioli for her years of service and leadership as Chair, as well as her dedication to the employees; whereupon, he adjourned the meeting at 7:12 PM.