



UNIFIED PERSONNEL BOARD AGENDA

Date: June 12, 2025

Time: 6:30 p.m.

Location: BCC Assembly Room, Fifth Floor, Pinellas County Courthouse
315 Court Street, Clearwater, Florida

Citizens to be Heard*

Employees' Advisory Council (EAC) Representative

I. Consent Agenda

1. Request Approval of the Minutes of the Regular Personnel Board Meeting held May 1, 2025

II. New Business

1. Complaint received from the Division of Inspector General

* Persons with disabilities who need reasonable accommodations to effectively participate in this meeting are asked to contact Pinellas County's Office of Human Rights by emailing requests to accommodations@pinellas.gov at least three (3) business days in advance of the need for reasonable accommodation. You may also call (727) 464-4882. View more information about the [Americans with Disabilities Act and requests for reasonable accommodation](#).

Persons are advised that, if they decide to appeal any decision made at this meeting/hearing, they will need a verbatim record of the proceedings, and, for such purposes, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based.

Unified Personnel Board
Pinellas County
May 1, 2025 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

Ricardo Davis, Chair
Ralph O. Reid IV, Vice-Chair
Jeffery Kronschnabl
Peggy O'Shea
Kenneth Peluso
Mark Strickland

Not Present

William Schulz II

Others Present

Lisa Arispe, Employees' Advisory Council Representative
Wade Childress, Chief Human Resources Officer
Jennifer Monroe Moore, Ogletree, Deakins, et. al., P.C., Board Counsel
Ashley Pabilonia, Board Reporter
Other interested individuals

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

CALL TO ORDER

Chair Davis called the meeting to order at 6:31 PM and led the Pledge of Allegiance.

CITIZENS TO BE HEARD

No one responded to the Chair's call for citizens to be heard.

EMPLOYEES' ADVISORY COUNCIL (EAC) REPRESENTATIVE

Ms. Arispe indicated that the members are invited to attend the EAC's joint meeting with the Appointing Authorities on May 21; whereupon, she noted that the employee

appreciation picnic took place yesterday; and that County Commissioners Dave Eggers and Kathleen Peters attended the event.

CONSENT AGENDA

Minutes of the Regular Personnel Board Meeting Held April 3, 2025

Chair Davis indicated that the next item on the agenda is the Consent Agenda; whereupon, Mr. Peluso made a motion for approval. The motion was seconded by Ms. O'Shea and carried unanimously.

NEW BUSINESS

Human Resources Reclassification Recommendation

Mr. Childress presented a Human Resources (HR) reclassification recommendation pertaining to a request made during the February UPB meeting, which would reclassify an Assistant Director position to a Director position. He indicated that, upon the Board's instruction, he has completed additional work related to the recommendation; that he has been listening to input from the Appointing Authorities regarding the services they need from HR; and that this is a step toward ensuring that those services are provided.

Thereupon, Mr. Childress related that no concerns regarding the reclassification were reported during discussions with a number of the Appointing Authorities; that the position is already within the budget and poses no fiscal impact; and that HR is requesting usage of the Director 3 classification to align the position with that of several employees in County Administration who have similar responsibilities.

Mr. Peluso made a motion to approve the recommendation, which was seconded by Ms. O'Shea.

In response to queries by Mr. Reid, Mr. Childress indicated that this reclassification recommendation is one pay grade lower than what was requested at the February UPB meeting; whereupon, he provided brief comments related to the recruitment strategy for filling the position and noted that his focus is primarily on local candidates.

Upon the Chair's call for the vote, the motion carried unanimously.

Topics for Joint Unified Personnel Board and Appointing Authority Meeting, May 7, 2025

Mr. Childress indicated that, at the last UPB meeting, a motion was approved by the Board to recommend cancelation of the joint meeting if no topics for discussion were proposed;

and that the Appointing Authorities have not requested any topics for discussion; whereupon, Chair Davis indicated that the meeting will be canceled.

INFORMATIONAL ITEMS

No one responded to the Chair's call for queries regarding the informational agenda items related to the Human Resources Organizational Chart Updates, HR Update, or Action Taken Under Authority Delegated by the Personnel Board.

Deviating from the agenda, Mr. Reid commended the HR Department's marketing and communications staff for their work on the annual report; whereupon, Mr. Childress noted that the report was distributed to the members via a web link and a physical copy.

ADJOURNMENT

Chair Davis adjourned the meeting at 6:38 PM.