



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, July 16, 2025, 2:30 p.m. – 3:30 p.m.

Prepared by Zach Bloomer

Call to Order

- The EAC Representative meeting was called to order at 2:41 p.m. by Chair Lisa Arispe.

HR Update – Irena Karolak, Employee Communications & Volunteer Services Manager

General HR updates:

- July HR Update handout distributed.
- General Increase (GI) announcement:
 - Proposed GI is 3% based on actual salary and salary ranges are being raised by 2%.
 - Subject to budgetary approval by the Board of County Commissioners on July 22, 2025.
 - If approved as scheduled, the first payday with new rates will be October 24, 2025 for employees hired prior to September 21, 2025.
- Brennan Atwood provided an update on the new ERP (Enterprise Resource Planning) software. The request for proposal (RFP) process is ongoing, narrowed down to three vendors.
 - Rollout will take several years, with HR and Payroll anticipating use in early 2027 and gradually expand it through 2028.
 - The new platform replaces OPUS, Taleo, SplashBI, and OBIEE.
 - Please hold off on questions for now; HR will be proactive with communications as information becomes available.
 - Integration with many other appointing authorities (AAs) applications should be possible, as they have been involved since early in the process.

Benefits and Wellness update:

- Biometric Screening reminder. Announcement of upcoming on-site locations that still have open slots. Walk-ins welcome, but we do not want to be reliant on them.
- Clarification of “on-site” for purpose of performing approved wellness events on work time.
 - On-site does not have to literally be at the same building or address.
 - A reasonable distance away from the work location, as determined by a supervisor from the work location is within the spirit of the allowed rule.
 - All on-site wellness events and donations of blood through OneBlood's *Big Red Bus* completed during working hours must be approved in advance by your supervisor.
- The *micro-learning apps* “*uptime” and “Calm” are available to all employees, dependents, and members of their household. This is an offering from Optum's EAP (Employee Assistance Program) and no enrollment with the county's medical plan is required.
 - The apps are free; the premium subscriptions are the benefit (a \$69.99/year value each).
 - See www.pinellas.gov/uptime and www.pinellas.com/calm for more information.
- Reminder to utilize deferred comp contributions and FSA spending as we reach year's end.
- Onsite massage chair is coming back at managers' request and at employees' expense.
- FSA Rollover amount is \$660.
- Routine update of wellness news, events, and webinars: Up-to-date information regarding events and classes, as well as community events can be found at: <https://pinellas.gov/wellness-classes/>

Communications and Outreach:

- The 2025 *Employee Voice Survey* will take place from August 18, 2025 to September 8, 2025.
- Polco has been selected as the third-party vendor to conduct the survey.
- Communications about the survey from HR are being focused to highlight anonymity and to explain how comments will be shared.
- There are three information sessions scheduled to answer questions about the Survey:
 - August 18, 2025: 11:30 a.m. – 12:30 p.m.
 - August 26, 2025: 3:00 p.m. – 4:00 p.m.
 - September 3, 2025: 8:30 a.m. – 9:30 a.m.

HR Operations & Recruitment (Classification & Compensation / Contracts, Budget & Logistics)

- Time-to-fill in June 2025 was 69.8 days.
 - 45 new hires in June 2025.
 - 66 promotions in June 2025.
- There were 33 separations in June 2025:
 - 7 terminations, 17 resignations, 9 retirements
- Year-to-date annualized turnover was 14.7%. Rolling 12-month turnover is 13.7%

Learning and Development:

- HR has paused accepting new applications for Learning Plans while the program is being updated to include self-paced and virtual instructor-led classes but will still include in-person classes.
 - Existing students may continue with the courses that are available.
 - If a class can't be completed due to schedule or cancellation; an alternate may be able to be found. Reach out to HR. This will be considered on a case-by-case basis.
- HR is currently reviewing applications for three positions in the Learning and Development (L&D) area; L&D Instructional Designer, L&D Instructional Designer for Leadership and Development, and L&D Program Consultant.
- A routine list of education classes and learning opportunities can be found at <https://pinellas.gov/learning-development/>.

Approval of Meeting Minutes

- Lisa Arispe motioned to approve the January 23, 2025 EAC Delegate meeting minutes with correction, seconded by Jordan Blending. Unanimously approved. Motion carried.
- Maggie Miles motioned to approve the June 18, 2025 EAC Representative meeting minutes, seconded by Jordan Blending. Unanimously approved. Motion carried.

Representative Appointment

- Former EAC Representative Robyn Sparrow, who previously resigned due to changing jobs under a different EAC group is willing to represent the Other Appointing Authorities, having recently been vacated by Samuel Chambray.
 - Robyn Sparrow comes from the County Attorney's Office.
- Maggie Miles motioned to appoint Robyn Sparrow as EAC Representative of Other Appointing Authorities, with full voting rights for the duration of the term. The motion was seconded by Leena Delli Paoli. Unanimously approved. Motion carried.

EAC Delegate Areas

- Review and discussion of proposed changes to EAC Delegate areas.
- Leena Delli Paoli motioned to approve the EAC Delegate Areas as presented, seconded by Maggie Miles. Unanimously approved. Motion carried.
 - HR will communicate changes to affected areas.

2025 EAC Election Committee

- Explanation by Missy Kracher about the EAC Election Committee review process.
- EAC Chair Lisa Arispe appointed Cara Duck and Jordan Blendinger to the Election Committee and Michael Polizzi as alternate.

Open Discussion

- Emergency call out pay discussion, due to recent events with Utilities.
- Clarification on reimbursement and/or paying for certifications and training.
- Clarification of “Unscheduled – Sick” is a legacy category from when there was sick time.

Michael Polizzi motioned to adjourn the meeting at 4:42 p.m., seconded by Zach Bloomer

*EAC Representatives in attendance at this meeting:

Jeff Albenzio
Lisa Arispe*
Melissa Bancroft*
Jordan Blendinger*
Zach Bloomer*
Cierra Chin*
Leena Delli Paoli*
Cara Duck*
Katiah Fitzpatrick*
Gretchen Keehn*
Claretha McClendon*
Maggie Miles*
Michael Polizzi*
Robyn Sparrow*
Christian Wright