

Unified Personnel Board  
Pinellas County  
August 7, 2025 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

Ralph O. Reid IV, Vice-Chair  
Jeffery Kronschnabl  
Peggy O'Shea  
Kenneth Peluso  
William Schulz II  
Mark Strickland

Not Present

Ricardo Davis, Chair

Others Present

Lisa Arispe, Employee's Advisory Council Representative  
Wade Childress, Chief Human Resources Officer  
Jennifer Monroe Moore, Ogletree, Deakins, et. al., P.C., Board Counsel  
Tammy Burgess, Board Reporter, Deputy Clerk  
Other interested individuals

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

**CALL TO ORDER**

Acting Chair Reid called the meeting to order at 6:30 PM and led the Pledge of Allegiance.

**CITIZENS TO BE HEARD**

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

**EMPLOYEES' ADVISORY COUNCIL (EAC) REPRESENTATIVE**

Ms. Arispe indicated that there are no updates to provide; whereupon, she provided brief comments regarding the proposed three percent general salary increase.

## **CONSENT AGENDA**

### Minutes of the Regular Personnel Board Meeting Held June 12, 2025

Acting Chair Reid indicated that the next item on the agenda is the Consent Agenda. Upon his call for a motion, Ms. O'Shea made a motion to approve, which was seconded by Mr. Peluso and carried unanimously.

## **NEW BUSINESS**

### FY2026 Pay Plan Adjustments

Mr. Childress indicated that the Board of County Commissioners will be considering a three percent pay adjustment for all employees at one of its budget meetings in September; and that, concurrent with the pay adjustment, a two percent increase to pay grades is also being proposed; whereupon, he requested the Board's approval.

In response to comments and queries, Human Resources Manager Brennan Atwood, with input by Mr. Childress, described the process for applying the pay grade increase and salary adjustment; whereupon, in response to the acting Chair's call for a motion, Mr. Peluso made a motion, which was seconded by Ms. O'Shea and carried unanimously.

### Addition of Classifications within Human Resources

Mr. Childress provided information regarding the upcoming transition from the County's current Enterprise Resource Program (ERP) to a new software system, indicating that a change in methodology related to configuration of the system will be part of the transition; and that this change will involve shifting certain functionalities and full-time positions outside of the Business Technology Services (BTS) Department and into the responsible departments; whereupon, he related that staff is requesting that the Human Resources (HR) Department be allowed to utilize four current BTS classifications as configuration responsibility is transferred to the HR Department.

Mr. Peluso made a motion to approve the additional classifications. The motion was seconded by Ms. O'Shea and carried unanimously.

Later in the meeting, in response to queries by Mr. Peluso, Mr. Childress indicated that full implementation of the new ERP software may take three to five years; whereupon, responding to a query by Mr. Strickland regarding which vendor was selected by the County for the new ERP software, Human Resources Benefits Director True Kelly-Martin indicated that staff must wait until the contractual phase is complete to disclose which vendor was selected.

### Chief Human Resources Officer's General Increase

Mr. Childress indicated that the members have traditionally requested that this item be brought before the Board; and that he believes that it would make the most sense for him to receive the same three percent general increase as is being requested for other County employees.

In response to a query by Mr. Schulz, Mr. Childress indicated that the proposed three percent general increase would apply to both exempt and classified employees; and that the increase must still be approved by the Board of County Commissioners; whereupon, Mr. Peluso made a motion to approve the three percent general increase.

Responding to a query by Mr. Kronschnabl, Mr. Childress indicated that he is uncertain as to whether the general increase would be affected by the Florida Department of Government Efficiency; and that, rather than approve a specific increase amount, the Board may decide that he should receive the same increase as all other employees; whereupon, Mr. Peluso related that he will amend his motion to reflect that Mr. Childress would receive the same general increase as all other County employees. The motion was seconded by Mr. Kronschnabl and carried unanimously.

## **INFORMATIONAL ITEMS**

### Introduction of Judith Petersen, Recruitment Manager

Mr. Childress introduced newly hired Recruitment Manager Judith Peterson; whereupon, at his request, she provided brief comments regarding her background and experience.

### HR Update

Mr. Childress indicated that the *HR Update* and *Action Taken Under Authority Delegated by the Personnel Board* are typical items; and that he would be happy to answer any questions the members may have.

### Action Taken Under Authority Delegated by the Personnel Board

In response to a query by acting Chair Reid, Workforce Relations Director Amanda Smith provided clarifying information related to deletion of a career ladder due to a position being renamed.

## **ADJOURNMENT**

Acting Chair Reid adjourned the meeting at 6:45 PM.