

HILLSBOROUGH COUNTY'S EMPLOYEE ADVISORY COMMITTEE

December 11, 2011 Minutes

MEMBERS PRESENT: Paul Costello, Cindy Fleenor, Julio Guzman, Troy Nolen, Helenenor Baker, Diane Perry (alternate for Stephanie Stonebridge), Jacquelyn Brown, Michael Delgado, William Harris, Kelly Thomason (alternate for William Hand), Jerri Howell (alternate for Michael Goodman), Michelle Ogilvie, Karen Harkin, Sabrina Permuth (alternate for Doug Smith), Craig Kurial, Mike Newman, Edward Remia, Susan Shute, Shannon Renner, Derrick Dixie, Daniel Alarcon II.

NEW MEMBERS PRESENT: Kevin Bennett (replacing Scott Skolnick).

MEMBERS ABSENT: Gerald Carey, Judith Woster, Bobbie Aggers, Agatha McRae, Jacky Brown, Judy Gruber, Bryan Seabrook, Sharon Buckley.

Chairman Alarcon called the meeting to order at 2:35 PM; there was unanimous affirmative response.

I. Introduction of Guests and Members in Attendance:

- a. **GUESTS IN ATTENDANCE:** Jennie Tarr, Office of the County Attorney; Quanda West, Family and Aging; Opal Hudson, Property Appraiser; Dane Petersen, Civil Service Office.

II. Election Results of Officers to Serve in 2012: The election was presided over by Dane Petersen.

- a. Vice-Chairman
 - i. votes received for Paul Costello: 13
 - ii. votes received for William Harris: 10
- b. Chairman
 - i. votes received for Mike Newman: 23
 - ii. votes received for Gerald Carey: 1 (proxy)
- c. Secretary: votes received for Michael Delgado: 23

III. Upon review of the draft minutes from the November 2011 EAC meetings, Chairman Newman called for a motion to approve the draft minutes; there was a unanimous affirmative response.

IV. COMMITTEE REPORTS

- a. Civil Service Rules Committee – Nothing new to report.
- b. Affirmative Action Council – Nothing new to report.
- c. Insurance Committee – The next meeting will be held on December 14th.
- d. Deferred Compensation Committee – Mr. Newman provided the EAC with that The American Funds Growth Funds of America was being replaced with the Prudential Jennison Growth Fund. The email also included contact information for anyone having questions.

Chairman Newman called for a motion to accept the committee reports as reported; there was a unanimous affirmative response.

V. OLD BUSINESS

- a. Ad-Hoc Committee on Employee Compensation & Letter to Mike Merrill– Chairman Newman stated that a revised letter was sent to Mike Merrill inviting him to talk with us.
- b. Ad-Hoc Committee on Non-Monetary Compensation – Chairman Newman presented the minutes of the ad-hoc meeting to the EAC. Members of the EAC discussed the minutes and also discussed recent actions of the BOCC showing their interest in recognizing employees, state employee benefits available to county employees, better communication of benefits, permanent work schedule changes (specifically for the Water Department), and service awards being tied to performance and/or weighed when considering the employee for a promotion. **The EAC unanimously passed a motion to amend the minutes and send the minutes in the form of a letter to the County Administrator; copying BOCC, Civil Service and all Agency Heads.**
- c. Robert’s Rules of Order – Jenni Tarr from the Office of the County Attorney took questions from the EAC on the topic. The discussion was lengthy. The EAC discussed ways to better conduct meetings; creating agendas for meetings; managing discussion, adopting and recording of motions; proxy votes; and compelled votes. Ms. Permut provided the EAC with two documents to aid in discussions: “Tips in Parliamentary Procedure” and “Selections from the BOCC Rules of Order.” **The EAC unanimously passed a motion to create an Ad-Hoc Committee on Rules and Bylaws to review and recommend changes to the EAC’s bylaws. The members are: Troy Nolen, Michelle Ogilvie, Cindy Fleenor, Julio Guzman, William Harris, Paul Costello, Mike Newman and Michael Delgado.**

VI. NEW BUSINESS

- a. 2012 Calendar of EAC Meetings – **The EAC unanimously passed a motion to change the December meeting date to the 2nd and accept all the other dates.**
- b. Longevity Bonus – The EAC discussed developments confirming a longevity bonus for December 2011. **With nine members opposed, the majority of the EAC passed a motion to discuss this in detail on January 12TH.**
- c. Survey of Employees – Ms. Harkin provided the EAC the “Performance Management 2010 Survey Results” with an attached letter from Ronald Gardner in order to be scanned and emailed to all members. Ms. Harkin stated the following pages are of note (pdf page numbers indicated in brackets): 12[17], 18[23], 21[26], 22[27], 29[34], 39[44], 44[49].

Chairman Newman called the meeting to adjourn at 4:34 PM; there was unanimous affirmative response.

Attached are:

Meeting Minutes for the Ad-Hoc Non-Monetary Compensation Committee

Tips in Parliamentary Procedure

Selections from the BOCC Rules of Order

Performance Management 2010 Survey Results

Email: "Deferred Compensation – fund change"

**NEXT EAC MEETING
THURSDAY, JANUARY 12, 2012 @ 2:30 PM
TAMPA PORT AUTHORITY CONFERENCE ROOM
2012 EAC Officers
Chairman Mike Newman
Environmental Protection Agency: newman@epchc.org
Vice-Chairman Paul Costello
Fire Rescue: costello@hillsboroughcounty.org
Secretary Michael Delgado
Library Services: delgadomi@hillsboroughcounty.org**