

Pinellas County

*12520 Ulmerton Road
Largo, FL 33774*



Minutes - Final

Friday, May 21, 2021

9:30 A.M.

Budget Information Session

Pinellas County Cooperative Extension

Board of County Commissioners

*Dave Eggers, Chair
Charlie Justice, Vice-Chair
Rene Flowers
Pat Gerard
Janet C. Long
Kathleen Peters
Karen Williams Seel*

ROLL CALL - 9:35 A.M.

Present 7 - Chair Dave Eggers, Vice-Chair Charlie Justice, Commissioner Rene Flowers, Commissioner Pat Gerard, Commissioner Janet C. Long, Commissioner Kathleen Peters, and Commissioner Karen Williams Seel

Others Present: Barry A. Burton County Administrator; Jewel White, County Attorney; and Teresa Ribble, Board Reporter, Deputy Clerk

Chair Eggers indicated that Commissioner Seel has requested to participate in the meeting virtually.

A motion was made by Commissioner Flowers, seconded by Commissioner Long, that the item be approved . The motion carried by the following vote:

Aye: 6 - Chair Eggers, Vice-Chair Justice, Commissioner Flowers, Commissioner Gerard, Commissioner Long, and Commissioner Peters

Absent: 1 - Commissioner Seel

Commissioner Long noted that it has been three years since the passing of Commissioner John Morroni, and Chair Eggers requested a moment of silence.

1. Business Technology Services

Office of Management and Budget (OMB) Financial Management Analyst Linda Larkins referred to a document containing the Fiscal Year (FY) 2022 Business Technology Services Budget Analysis and discussed the role of the department and its three program areas, impacts of COVID-19, staffing, revenue and fund balances, expenditures, potential threats, decision packages, and the Capital Improvement Program.

In response to comments and queries by the members, Ms. Larkins, Mr. Burton, and Business Technology Services (BTS) Chief Information Officer Jeff Rohrs, provided information and clarifications regarding the increase in full-time equivalent (FTE) positions noting that one FTE is related to Americans with Disabilities Act (ADA) compliance, a mistaken allocation of four FTEs to the Enterprise Services program, turnover rates within the department, consideration for strategic alignment of major systems, and security standards internally and with external service providers.

Mr. Rohrs discussed the decision package requests noting that a 24-hour security operations system would provide protection to departments operating 24 hours per day; that the ADA request encompasses departmental tools and training to ensure compliant documents from the onset; and that the upgrade to the Oracle Enterprise Resource Planning system would continue to address inefficiencies and the modernization of Human Resources, Finance, and Procurement.

Staff responded to queries by the members and discussion ensued regarding cyber-security, utilization of funds by both BTS and the Office of Technology and Innovation, and efficiencies and costs associated with new technology.

2. Office of Technology and Innovation

Office of Management and Budget (OMB) Financial Analyst Krishna Gandhi referred to a document containing Fiscal Year 2022 (FY 2022) Office of Technology and Innovation (OTI) Budget Information Session data and discussed the department's purpose and functions, staffing, and FY 2022 budget requests; whereupon, OMB Project Coordinator Belinda Amundson presented information regarding the department's decision package requests and OTI Director of Information Technology Bryan Zumwalt summarized a list of accomplishments since the department's inception in Fiscal Year 2019.

3. Office of Asset Management

Office of Management and Budget (OMB) Financial Management Analyst Krishna Gandhi referred to a document containing Fiscal Year 2022 (FY 2022) Office of Asset Management (OAM) Budget Information Session data and discussed responsibilities of the department, staffing, and a budget summary.

OAM Director Jeremy Waugh provided an update regarding implementation of the Enterprise Asset Management Program and indicated that it will be fully live across the five targeted departments by February 2022.

4. Marketing and Communications

Office of Management and Budget (OMB) Financial Management Analyst Patrick DiDiana referred to a document containing Fiscal Year 2022 (FY 2022) Marketing and Communications Budget Information Session data and discussed the purpose of the department, impacts of COVID-19, staffing, and a budget summary.

Marketing and Communications Director Barbra Hernandez highlighted some of the work done by the department in response to the pandemic, including coordination of a regional public information network and promotion of Direction for Living's emotional support line via Facebook Live.

5. Department of Administrative Services

Office of Management and Budget (OMB) Financial Management Analyst Patrick DiDiana referred to a document containing Fiscal Year 2022 (FY 2022) Department of Administrative Services (DAS) Budget Information Session data and summarized the department's three divisions, staffing, budget summary by fund and program, general fund revenue, and

program expenditures and revenues. He noted that DAS is on schedule to complete Occupational Safety and Health Administration (OSHA) training in September 2021; and that the department reported a 9% reduction in County employee injuries in Fiscal Year 2020 when compared to Fiscal Year 2019.

During discussion and responding to queries and concerns by the members, Mr. Burton, with input by DAS Director Joe Lauro and Deputy County Administrator/Chief of Staff Jill Silverboard, provided information regarding capacity of the new water chiller system and the strategic efforts which are ongoing related to resiliency and sustainability, including a study which analyzed the Fleet Division's fleet and fuel operations and an overall sustainability resiliency action plan.

In response to queries by Commissioner Seel, Mr. Lauro provided information regarding the anticipated rise in insurance premiums and the department's method for mitigation and the usage of a third party administrator for the management of workers' compensation claims.

Meeting Recessed: 11:56 AM

Meeting Reconvened: 12:37 PM

6. Human Resources

Office of Management and Budget (OMB) Financial Management Analyst Jim Abernathy referred to a document containing Fiscal Year 2022 (FY 2022) Human Resources Budget Analysis data and provided information regarding the department's purpose, effects of COVID-19, and summaries of staffing, expenditures and revenues, and budget requests.

Human Resources Director Kimberly Crum presented departmental highlights from the previous year and highlighted several topics related to the coming year, including information regarding the Benefits Advisory Committee, the Oracle E-Business Suite upgrade, and the employee voice survey. Mr. Burton discussed the Other Postemployment Benefits (OPEB) fund and the Employee Health Benefits fund reserves.

Responding to queries by Chair Eggers and Commissioner Flowers, staff provided clarifications and information regarding the County's annual contribution for employee health benefits, performance indicators, hiring challenges and initiatives, and development of career paths.

7. County Administration (including Workforce Development)

Office of Management and Budget (OMB) Director Bill Berger referred to a document

containing Fiscal Year 2022 (FY 2022) County Administration Analysis data and discussed the department's purpose, various projects and programs, and summaries for staffing and budget requests.

Employee Relations and Workforce Director Rodney Marion furnished information related to learning opportunities for employees, career paths, and equity adjustments.

Responding to queries and discussion by the members, Mr. Burton, with input by Mr. Marion, provided information regarding reserve funds, challenges and strategies for attracting talent, the usage of consultants, and an update to progress made for establishing a succession plan; whereupon, Mr. Burton indicated that a list of consultants will be provided at the June BCC meeting.

Following further discussion surrounding tax rates, reserve funds, effects of COVID-19 on citizens and businesses, and additional concerns, Mr. Burton related that when the budget recommendation is brought to the Board for consideration, it will provide information regarding ongoing operating costs and long-term impacts for any decisions the Board makes.

ADJOURNMENT - 1:54 P.M.