



BUSINESS MEETING

SEPTEMBER 18, 2019

**AGENDA &
PRIMARY BACK-UP MATERIALS**

HILLSBOROUGH COUNTY CIVIL SERVICE BOARD
SEPTEMBER 18, 2019 MEETING AGENDA
AMENDED
PAGE 1 OF 2

All Civil Service Board meetings are open to the public and subject to the Sunshine Law. Meetings are typically scheduled for the third Wednesday of each month at 6:00 PM in the Planning Commission Boardroom.

In accordance with the Americans with Disabilities Act, persons needing special accommodations to participate in this meeting should contact the Director at 813-272-5625.

The most current Civil Service Board agenda and backup materials are available online at www.hccsb.org.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. AGENDA CHANGES
5. APPROVAL OF MINUTES *(PAGE 4 CLICK HERE)*

*Minutes were unavailable at the time of Agenda preparation.
The public may contact the Office of the Clerk of Courts to obtain copies:
Julia Poupart at 813-307-7036 or Sharon Sweet at 813-307-7143.*

- A. *Approve the draft minutes of the August 28, 2019 Civil Service Board meeting.*
- B. *Approve the draft minutes of the August 28, 2019 hearing in the matter of Tavoris Allen v. Hillsborough County Administrator's Fire Rescue Department.*
- B. *Approve the draft minutes of the September 4, 2019 hearing in the matter of Deondrick Giles v. Hillsborough County Administrator's Public Utilities Department.*

6. SCHEDULED APPEARANCES
None.

7. PUBLIC COMMENT

8. CLASSIFICATION ACTIONS FOR RATIFICATION *(PAGE 5 - CLICK HERE)*
Ratify actions affecting 6 positions within 2 agencies.

9. DISCUSSION ITEMS
None.

HILLSBOROUGH COUNTY CIVIL SERVICE BOARD
SEPTEMBER 18, 2019 MEETING AGENDA
AMENDED
PAGE 2 OF 2

- 10. STAFF REPORTS** *(These items are for information only; no Board action is required.)*
- A. CLASSIFICATION ACTIONS NOT REQUIRING BOARD ACTION** *(PAGE 13 - CLICK HERE)*
Actions affecting 1 position within 1 agency.
 - B. CIVIL SERVICE BOARD 2019 CALENDAR** *(PAGE 14 - CLICK HERE)*

11. GENERAL COUNSEL'S REPORT

DOCKET SUMMARY & CASE INDICES *(PAGE 16 - CLICK HERE)*

12. DIRECTOR'S REPORT *(PAGE 27 - CLICK HERE)*

- A. MONTHLY MEETING REPORT** *(PAGE 28 - CLICK HERE)*
- B. MONTHLY TRANSITION UPDATE LETTERS TO APPOINTING AUTHORITIES**
 - i. MAY 30, 2019** *(PAGE 29 – CLICK HERE)*
 - a) HOUSE BILL 1373** *(PAGE 31 – CLICK HERE)*
 - ii. JUNE 28 2019** *(PAGE 33 – CLICK HERE)*
 - iii. JULY 31, 2019** *(PAGE 35 – CLICK HERE)*
 - iv. AUGUST 30, 2019** *(PAGE 37 – CLICK HERE)*
- C. HISTORICAL WEBSITE:** www.HCCivilServiceBoard.org

A historical website of the Civil Service Board will be maintained at www.HCCivilServiceBoard.org. The website contains an archival history of rules, forms, meeting agendas & minutes, information about the dissolution of the agency, and much more.

D. BOARD MEMBER RECOGNITION

13. BOARD MEMBER COMMENTS

14. ADJOURNMENT

APPEAL HEARINGS

MARK GILBERTSON

v

HILLSBOROUGH COUNTY SHERIFF'S OFFICE

5. **APPROVAL OF MINUTES**

Minutes were unavailable at the time of Agenda preparation. The public may contact the Office of the Clerk of Courts to obtain copies: Julia Poupart at 813-307-7036 or Sharon Sweet at 813-307-7143.

A. **CIVIL SERVICE BOARD MEETING MINUTES FROM AUGUST 28, 2019**

Approve the draft minutes of the August 28, 2019 Civil Service Board meeting.

B. **CIVIL SERVICE BOARD HEARING MINUTES FROM AUGUST 28, 2019**

Approve the draft minutes of the August 28, 2019 hearing in the matter of Tavoris Allen v. Hillsborough County Administrator's Fire Rescue Department.

C. **CIVIL SERVICE BOARD HEARING MINUTES FROM SEPTEMBER 4, 2019**

Approve the draft minutes of the September 4, 2019 hearing in the matter of Deondrick Giles v. Hillsborough County Administrator's Public Utilities Department.

8. CLASSIFICATION ACTIONS FOR RATIFICATION

Ratify actions affecting 6 positions within 2 agencies.

Ernie Trichler, Chair
Chandra Hosler, Vice Chair
Simon Canasi
Andrea Cichon
Neal Carbaugh
Scott Strepina

Pat Frank, Clerk of Courts
Secretary Ex Officio



Kevin Beckner, Director
BecknerK@HillsboroughCounty.org

601 East Kennedy Boulevard
18th Floor
Tampa, Florida 33602

Telephone: 813-272-5625
Web Site: www.hccsb.org

Date: August 12, 2019

Melissa Zornitta, Executive Director
Planning Commission
601 E. Kennedy Blvd., 18th Floor
Tampa, FL 33602

SUBJECT: Request for position/classification action dated August 8, 2019

Dear Ms. Zornitta,

Based on our analysis and evaluation of your request for position/classification action within your agency, we have taken the following action:

Reclassified one vacant position, numbered 006623, from Senior Planner (pay grade PCM.R) to Community Planner II (pay grade PCM.P), effective August 12, 2019.

We provisionally designated this position as exempt from FLSA. If you feel otherwise, please send a written request with any changes to CSBClassandComp@hillsboroughcounty.org.

When the need arises, please prepare and submit an appropriate personnel requisition form to staff the newly reclassified position.

Please contact us if we can be of further assistance in this matter.

Sincerely,

A handwritten signature in blue ink that reads "Kurt Wilkening".

Kurt Wilkening
Deputy Director

Civil Service Board of Hillsborough County

cc: Sandy Mortellaro, PC
Terrell Mathis, CSB
Kevin Beckner, CSB

Ernie Trichler, Chair
Chandra Hosler, Vice Chair
Simon Canasi
Andrea Cichon
Neal Carbaugh
Scott Strepina

Pat Frank, Clerk of Courts
Secretary Ex Officio



Kevin Beckner, Director
BecknerK@HillsboroughCounty.org

601 East Kennedy Boulevard
18th Floor
Tampa, Florida 33602

Telephone: 813-272-5625
Web Site: www.hccsb.org

Date: August 23, 2019

TO: Janet Dougherty, Executive Director
Environmental Protection Commission

SUBJECT: Request for position/classification action dated August 21, 2019

Dear Ms. Dougherty,

Based on our analysis and evaluation of your request for position/classification action within your agency, we have taken the following action:


Reclassified one vacant position, numbered 014816, from Environmental Scientist I (pay grade EPC.L) to Environmental Scientist II (pay grade EPC.O), effective August 23, 2019.

We provisionally designated this position as exempt from FLSA. If you feel otherwise, please send a written request with any changes to CSBClassandComp@hillsboroughcounty.org.

When the need arises, please prepare and submit an appropriate personnel requisition form to staff the newly reclassified position.

Please contact us if we can be of further assistance in this matter.

Sincerely,


Kurt Wilkening

Deputy Director
Civil Service Board of Hillsborough County

cc: Leslie Campbell, EPC
Terrell Mathis, CSB
Kevin Beckner, CSB

Ernie Trichler, Chair
Chandra Hosler, Vice Chair
Simon Canasi
Andrea Cichon
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Telephone: 813-272-5625
Web Site: www.hccsb.org

Date: August 23, 2019

Melissa Zornitta, Executive Director
Planning Commission
601 E. Kennedy Blvd., 18th Floor
Tampa, FL 33602

SUBJECT: Request for position/classification action dated August 21, 2019

Dear Ms. Zornitta,

Based on our analysis and evaluation of your request for position/classification action within your agency, we have taken the following action:

Reclassified one vacant position, numbered 006611, from Senior Planning/Zoning Tech (pay grade PCM.M) to Office Assistant II (pay grade PCM.G), effective August 23, 2019.

We provisionally designated this position as non-exempt from FLSA. If you feel otherwise, please send a written request with any changes to CSBClassandComp@hillsboroughcounty.org.

When the need arises, please prepare and submit an appropriate personnel requisition form to staff the newly reclassified position.

Please contact us if we can be of further assistance in this matter.

Sincerely,

A handwritten signature in blue ink that reads "Kurt Wilkening".

Kurt Wilkening
Deputy Director

Civil Service Board of Hillsborough County

cc: Sandy Mortellaro, PC
Terrell Mathis, CSB
Kevin Beckner, CSB

Ernie Trichler, Chair
Chandra Hosler, Vice Chair
Simon Canasi
Andrea Cichon
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601 East Kennedy Boulevard
18th Floor
Tampa, Florida 33602

Telephone: 813-272-5625
Web Site: www.hccsb.org

Date: August 27, 2019

TO: Janet Dougherty, Executive Director
Environmental Protection Commission

SUBJECT: Request for position/classification action dated August 26, 2019

Dear Ms. Dougherty,

Based on our analysis and evaluation of your request for position/classification action within your agency, we have taken the following action:

Reclassified one vacant position, numbered 015541, from Professional Geologist (pay grade EPC.Q) to Environmental Scientist I (pay grade EPC.L), effective August 30, 2019.

We provisionally designated this position as exempt from FLSA. If you feel otherwise, please send a written request with any changes to CSBClassandComp@hillsboroughcounty.org.

When the need arises, please prepare and submit an appropriate personnel requisition form to staff the newly reclassified position, at least 24 hours after the effective date of this action.

Please contact us if we can be of further assistance in this matter.

Sincerely,


Kurt Wilkening

Deputy Director
Civil Service Board of Hillsborough County

cc: Leslie Campbell, EPC
Terrell Mathis, CSB
Kevin Beckner, CSB

Ernie Trichler, Chair
Chandra Hosler, Vice Chair
Tiffany Bell
Simon Canasi
Andrea Cichon
Neal Carbaugh
Scott Strepina

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Kevin Beckner, Director
BecknerK@HillsboroughCounty.org

601 East Kennedy Boulevard
18th Floor
Tampa, Florida 33602

Telephone: 813-272-5625
Web Site: www.hccsb.org

Date: August 30, 2019

TO: Janet Dougherty, Executive Director
Environmental Protection Commission

SUBJECT: Request for position/classification action dated August 28, 2019

Dear Ms. Dougherty,

Based on our analysis and evaluation of your request for position/classification action within your agency, we have taken the following action:

Reclassified one encumbered position (Emeli Sandoval), numbered 015528, from Environmental Scientist I (pay grade EPC.L) to Hydrologist (pay grade EPC.O), effective August 30, 2019.

We provisionally designated this position as exempt from FLSA. If you feel otherwise, then send a written request with any changes to CSBClassAndComp@hillsboroughcounty.org.

At your earliest convenience, please prepare and submit an appropriate personnel action/status form for the position incumbent.

Please contact us if we can be of further assistance in this matter.

Sincerely,

Kurt Wilkening, SPHR

Deputy Director

Civil Service Board of Hillsborough County

cc: Monica Hamby, EPC
Terrell Mathis, CSB
Kevin Beckner, CSB

Ernie Trichler, Chair
Chandra Hosler, Vice Chair
Tiffany Bell
Simon Canasi
Andrea Cichon
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Kevin Beckner, Director
BecknerK@HillsboroughCounty.org

601 East Kennedy Boulevard
18th Floor
Tampa, Florida 33602

Telephone: 813-272-5625
Web Site: www.hccsb.org

Date: August 30, 2019

TO: Janet Dougherty, Executive Director
Environmental Protection Commission

SUBJECT: Request for position/classification action dated August 28, 2019

Dear Ms. Dougherty,

Based on our analysis and evaluation of your request for position/classification action within your agency, we have taken the following action:

Reclassified one encumbered position (TJ Burich), numbered 015542, from Environmental Scientist I (pay grade EPC.L) to Hydrologist (pay grade EPC.O), effective August 30, 2019.

We provisionally designated this position as exempt from FLSA. If you feel otherwise, then send a written request with any changes to CSBClassAndComp@hillsboroughcounty.org.

At your earliest convenience, please prepare and submit an appropriate personnel action/status form for the position incumbent.

Please contact us if we can be of further assistance in this matter.

Sincerely,

Kurt Wilkening, SPHR

Deputy Director

Civil Service Board of Hillsborough County

cc: Monica Hamby, EPC
Terrell Mathis, CSB
Kevin Beckner, CSB

10. STAFF REPORTS

A. CLASSIFICATION ACTIONS NOT REQUIRING BOARD ACTION

Actions affecting 1 position within 1 agency.

B. CIVIL SERVICE BOARD CALENDAR

Ernie Trichler, Chair
Chandra Hosler, Vice Chair
Simon Canasi
Andrea Cichon
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Kevin Beckner, Director
BecknerK@HillsboroughCounty.org

601 East Kennedy Boulevard
18th Floor
Tampa, Florida 33602

Telephone: 813-272-5625
Web Site: www.hccsb.org

Date: August 12, 2019

TO: Janet Dougherty, Executive Director
Environmental Protection Commission

SUBJECT: Request for position/classification action dated July 30, 2019

Dear Ms. Dougherty,

Based on your request to re-title positions within your agency, we have taken the following actions:

Updated one encumbered position, numbered 006404, from Information Technology Manager to Director of Administrative Services, effective October 1, 2019.

Please prepare and submit an appropriate personnel action/status form for the position incumbent at your earliest convenience.

If I can be of further assistance in this matter, then please contact me.

Sincerely,


Kurt Wilkening

Deputy Director
Civil Service Board of Hillsborough County

cc: Leslie Campbell, EPC
Terrell Mathis, CSB
Kevin Beckner, CSB

10. STAFF REPORT

B. CIVIL SERVICE BOARD 2019 CALENDAR

The Civil Service Board meets every month for a regular business meeting. The monthly business meetings are typically scheduled for the third Wednesday of every month. When required, the Board meets to hear appeals of discipline and grievance matters. These meetings are scheduled periodically throughout the year, primarily on the same night as the Board's business meetings. Meetings are noticed in accordance with the provisions of the Government in the Sunshine Law.

2019 CSB SCHEDULE
January 16
February 20
March 13
April 17
May 15-22 (Rescheduled)
June 19
July 17
August 21
September 18

11. GENERAL COUNSEL'S REPORT

Docket Summary & Case Indices.

CIVIL ACTIONS

CASE: 2D19-2016 (lower #18-CA-011650 (T. Lawson) **PLAINTIFF: HILLSBOROUGH COUNTY (CAD)**
ACTION: PETITION FOR CERTIORARI **EMPLOYER:** CADCS
DATES IN QUESTION: 10/30/2018 **SUMMONS RECEIVED:** 11/29/2018
PLAINTIFF'S ATTORNEY: THOMAS GONZALEZ, ESQ **CSB REP:** PETER ZINOBER, ESQ.;
STEPHEN TODD, ESQ. GRETCHEN LEHMAN, ESQ.

ALLEGATIONS: Petition for review of October 30, 2018 Civil Service Board Order granting the appeal by **Travenski Lawson** of his termination from employment with Hillsborough County. Final Order Denying Petition issued April 29, 2019. County's Petition for Cert. Review of Circuit Court Order filed on May 29, 2019. Joint Stip. & Motion for Expedited Hearing filed July 12, 2019. Order Denying Joint Stip. & Motion Issued July 18, 2019. CSB brief filed July 25, 2019. County's waiver of Reply Brief filed August 22, 2019. Pending 2nd DCA schedule.

CASE: 835 (related case) **APPELLANT: LAWSON, TRAVENSKI**
DISCIPLINARY ACTION: DISMISSAL **EMPLOYER:** CADCS
DISCIPLINE EFFECTIVE DATE: 08/06/2018 **CS FORM 5A RECEIPT:** 08/10/2018
APPELLANT REP: PRO SE **EMPLOYER REP:** DANIELLE GREEN, ESQ
ALLEGATIONS: VIOL CSR Rule 11.2 (1), (2), (4), (6), (13), (26) and (32); County Administrator/Human Resources Policies 7.5, 7.6 Sections (1), (2), (4), (5), (6), (13), (26) and (32), and Children's Services Policy Section 04.07.02.0 1.06.23
STATUS: Final Order issued October 30, 2018. Petition for Certiorari review filed November 29, 2018. Case will remain open pending disposition of Petition for Certiorari. Circuit Court hearing held on County Petition for Certiorari April 16, 2019. Final Order Denying Petition for Certiorari issued April 29, 2019. Appellant's request to be made whole retroactive from August 6, 2018 to October 30, 2018 received May 14, 2019. County's Response to make whole inquiry received May 22, 2019. County's Appeal of Cir. Ct. Order filed on May 29, 2019. CSB Notices of Appearance filed by Zinober and Lehman on May 30, 2019. Order Directing CSB Response issued June 4, 2019. CSB brief due July 25, 2019.

CASE: 849 **APPELLANT: ALLEN, TaVORIS**
DISCIPLINARY ACTION: DISMISSAL **EMPLOYER:** CAD-FIRE RESCUE
DISCIPLINE EFFECTIVE DATE: 04/25/2019 **CS FORM 5A RECEIPT:** 05/3/2019
APPELLANT REP: PRO SE **EMPLOYER REP:** RUDIN HAIDERMOTA, ESQ
ALLEGATIONS: VIOL CSR Rules 11.2(1), (2), (6), (9), (26), (29) and (32); County Administrator Policy 7.6(1), (2), (6), (9), (26), (29) and (32) "Employee Counseling and Progressive Discipline," County Administrator Policy 7.5 "Employee Conduct," County Administrator Policy 1.4 "Drug Free Workplace," Hillsborough County Fire Rescue Policy (HCFR) 120.12 "Substance Abuse/Drug Testing/Prescription Drugs," HCFR Policy 120.01 "Code of Conduct and Statement of Ethics" 2(a-e), 3(b), 4(a), 4(e), 4(f), 5(a), 5(d), (6.1.A.B. and C), (6.3.A.) and (6.4.A.B. and C.), as well as Article 40 of the Collective Bargaining Agreement between IAFF Local 2294 and Hillsborough County.
STATUS: Notice of Appeal issued May 7, 2019. Appointing Authority's dispositive Motion for Summary Judgment filed June 12, 2019. Appellant's Motion for Extension of Time filed June 28, 2019. Order Granting Appellant's Motion for Extension of Time issued July 1, 2019. Appellant's Response to Motion for Summary Judgment filed July 12, 2019. Appellant's Supplemental Exhibits filed on August 26, 2019. Appointing Authority's Supplemental Exhibit filed on August 27, 2019. Motion hearing held August 28, 2019. Appointing Authority decision upheld. Pending issuance of Final Order.

HILLSBOROUGH COUNTY CIVIL SERVICE BOARD
DOCKET SUMMARY– SEPTEMBER 2019

APPEALS

CASE: 850

DISCIPLINARY ACTION: DISMISSAL

DISCIPLINE EFFECTIVE DATE: 06/21/2019

APPELLANT REP: PRO SE

ALLEGATIONS: Appointing Authority VIOL HR Policies 7.3 - Tardiness, 7.5 - Employee Conduct, 7.6-Employee Counseling and Progressive Discipline §§ (1), (2), (4), (5), (6), (20), (21), (26), (32), Civil Service Rules 11.2 §§ **(1)**, (2), (4), (6), (20), (21), (26), (32).

STATUS: Notice of Appeal issued July 1, 2019. Appointing Authority Motion for Extension filed July 8, 2019. Order Denying in Part and Granting in Part issued July 10, 2019. Motions due July 29, 2019. Responses due August 13, 2019. Appellant's Motion for Extension filed August 9, 2019. Appointing Authority's Response to Appellant's Motion for Extension filed August 9, 2019. Order Granting Appellant's Motion for Extension issued August 8, 2019. Appellant's response due August 19, 2019. Appellant's Response filed August 19 - 20, 2019. Appellant's Response provided to Appointing Authority August 21, 2019. Internet link to Hearing Materials provided to Parties August 26, 2019. Hearing held August 28, 2019. Appointing Authority decision upheld. Pending issuance of Final Order.

APPELLANT: GILES, DEONDRICK

EMPLOYER: CAD-PUD

CS FORM 5A RECEIPT: 06/24/2019

EMPLOYER REP: DANIELLE GREEN, ESQ

CASE: 851

DISCIPLINARY ACTION: SUSPENSION/DISMISSAL

DISCIPLINE EFFECTIVE DATE: 06/05/2019

APPELLANT REP: PRO SE

ALLEGATIONS: HCSO Rule 4.9.08; HCSO Rule 4.9.09

STATUS: Notice of Appeal issued September 9, 2019. Dispositive Motions due September 13, 2019. Response to Dispositive Motions due September 17, 2019. Matter scheduled for hearing September 18, 2019 pursuant to Rule 15 expedited hearings procedures.

APPELLANT: GILBERTSON, MARK

EMPLOYER: SHERIFF

CS FORM 5A RECEIPT: 06/17/2019

EMPLOYER REP: JENNIE TARR, ESQ

HILLSBOROUGH COUNTY CIVIL SERVICE BOARD
DOCKET SUMMARY– SEPTEMBER 2019

CLOSED CASES -

CASE: 841

DISCIPLINARY ACTION: DEMOTION
DISCIPLINE EFFECTIVE DATE: 02/08/2019
APPELLANT REP: JASON IMLER, ESQ.

APPELLANT: KARL, TAMI
EMPLOYER: CAD SOCIAL SERVICES
CS FORM 5A RECEIPT: 02/13/2019
EMPLOYER REP: RUDIN HAIDERMOTA, ESQ

ALLEGATIONS: Appointing Authority VIOL CSR Rule 11.1

STATUS: Notice of Appeal issued February 18, 2019. Appointing Authority Motion to Consolidate Docket Numbers 841, 842, 843, 844, and 845. Order Consolidating Cases issued March 13, 2019. Appointing Authority's Motion to Dismiss and/or in the alternative for Summary Judgment filed March 25, 2019. Order Directing Appellant's Response issued March 27, 2019. Appellants' Motion for Extension of Time filed April 1, 2019. Order Granting Appellants' Motion for Extension of Time issued April 8, 2019. Appellants' reply to County's March 25, 2019 Motion filed May 15, 2019. AA Motion for Ruling by General Counsel filed May 14, 2019. Appellants Response to AA Motion for Ruling by General Counsel filed May 29, 2019. Order Denying Motion for Ruling by General Counsel and Directing GC Report & Recommendation issued June 5, 2019. GC Report & Recommendation due June 17, 2019. Imler Notice of Appearance filed for Appellant's June 5, 2019. Motion Hearing scheduled for June 19, 2019. Hearing held July 17, 2019. Order Granting AA Motion to Dismiss/MSJ issued July 25, 2019. Order may be appealed within 30 days by August 26, 2019. No appeal filed. Order Closing File issued September 6, 2019.

CASE: 842

DISCIPLINARY ACTION: DEMOTION
DISCIPLINE EFFECTIVE DATE: 02/08/2019
APPELLANT REP: JASON IMLER, ESQ.

APPELLANT: KETTERER, JULIE
EMPLOYER: CAD SOCIAL SERVICES
CS FORM 5A RECEIPT: 02/13/2019
EMPLOYER REP: RUDIN HAIDERMOTA, ESQ

ALLEGATIONS: Appointing Authority VIOL CSR Rule 11.1

STATUS: Notice of Appeal issued February 18, 2019. Appointing Authority Motion to Consolidate Docket Numbers 841, 842, 843, 844, and 845. Order Consolidating Cases issued March 13, 2019. Appointing Authority's Motion to Dismiss and/or in the alternative for Summary Judgment filed March 25, 2019. GC Report & Recommendation due June 17, 2019. Imler Notice of Appearance filed for Appellant's June 5, 2019. Motion Hearing scheduled for June 19, 2019. Hearing held July 17, 2019. Order Granting AA Motion to Dismiss/MSJ issued July 25, 2019. Order may be appealed within 30 days by August 26, 2019. No appeal filed. Order Closing File issued September 6, 2019.

CASE: 843

DISCIPLINARY ACTION: DEMOTION
DISCIPLINE EFFECTIVE DATE: 02/08/2019
APPELLANT REP: JASON IMLER, ESQ.

APPELLANT: RODGERS, VELMA
EMPLOYER: CAD SOCIAL SERVICES
CS FORM 5A RECEIPT: 02/13/2019
EMPLOYER REP: RUDIN HAIDERMOTA, ESQ

ALLEGATIONS: Appointing Authority VIOL CSR Rule 11.1

STATUS: Notice of Appeal issued February 18, 2019. Appointing Authority Motion to Consolidate Docket Numbers 841, 842, 843, 844, and 845. Order Consolidating Cases issued March 13, 2019. Appointing Authority's Motion to Dismiss and/or in the alternative for Summary Judgment filed March 25, 2019. GC Report & Recommendation due June 17, 2019. Imler Notice of Appearance filed for Appellant's June 5, 2019. Motion Hearing scheduled for June 19, 2019. Hearing held July 17, 2019. Order Granting AA Motion to Dismiss/MSJ issued July 25, 2019. Order may be appealed within 30 days by August 26, 2019. No appeal filed. Order Closing File issued September 6, 2019.

DOCKET SUMMARY– SEPTEMBER 2019

CLOSED CASES -

CASE: 844

DISCIPLINARY ACTION: DEMOTION
DISCIPLINE EFFECTIVE DATE: 02/08/2019
APPELLANT REP: JASON IMLER, ESQ.

APPELLANT: SESTER, SARAH
EMPLOYER: CAD SOCIAL SERVICES
CS FORM 5A RECEIPT: 02/13/2019
EMPLOYER REP: RUDIN HAIDERMOTA, ESQ

ALLEGATIONS: Appointing Authority VIOL CSR Rule 11.1

STATUS Notice of Appeal issued February 18, 2019. Appointing Authority Motion to Consolidate Docket Numbers 841, 842, 843, 844, and 845. Order Consolidating Cases issued March 13, 2019. Appointing Authority's Motion to Dismiss and/or in the alternative for Summary Judgment filed March. GC Report & Recommendation due June 17, 2019. Imler Notice of Appearance filed for Appellant's June 5, 2019. Motion Hearing scheduled for June 19, 2019. Hearing held July 17, 2019. Order Granting AA Motion to Dismiss/MSJ issued July 25, 2019. Order may be appealed within 30 days by August 26, 2019. No appeal filed. Order Closing File issued September 6, 2019.

CASE: 845

DISCIPLINARY ACTION: DEMOTION
DISCIPLINE EFFECTIVE DATE: 02/08/2019
APPELLANT REP: JASON IMLER, ESQ.

APPELLANT: TURNER, CAROLYN
EMPLOYER: CAD SOCIAL SERVICES
CS FORM 5A RECEIPT: 02/13/2019
EMPLOYER REP: RUDIN HAIDERMOTA, ESQ

ALLEGATIONS: Appointing Authority VIOL CSR Rule 11.1

STATUS Notice of Appeal issued February 18, 2019. Appointing Authority Motion to Consolidate Docket Numbers 841, 842, 843, 844, and 845. Order Consolidating Cases issued March 13, 2019. Appointing Authority's Motion to Dismiss and/or in the alternative for Summary Judgment filed March 25, 2019. GC Report & Recommendation due June 17, 2019. Imler Notice of Appearance filed for Appellant's June 5, 2019. Motion Hearing scheduled for June 19, 2019. Hearing held July 17, 2019. Order Granting AA Motion to Dismiss/MSJ issued July 25, 2019. Order may be appealed within 30 days by August 26, 2019. No appeal filed. Order Closing File issued September 6, 2019.

CASE: 8;19-CV-00657-VMC-TGW

ACTION: FLORIDA CIVIL RIGHTS
DATES IN QUESTIONS: 2012- 2014
PLAINTIFF'S ATTORNEY: CARL HAYES

PLAINTIFF: BOUAZIZI, JACQUELYN
EMPLOYER: CAD
SUMMONS RECEIVED: 04/20/2018
EMPLOYER REP: STEPHEN TODD, ESQ; CAD
PETER ZINOBER, ESQ., CSB

Plaintiff's Motion to Transfer to Federal Court filed February 4, 2019. Notice of Transfer to Federal Court issued March 18, 2019. 3rd Amended Complaint filed May 10, 2019. County's Motion to Dismiss 3rd Amended Complaint filed May 15, 2019. Plaintiff's Response to County's Motion to Dismiss 3rd Amended Complaint filed May 17, 2019. Order Granting County's Motion to Dismiss 3rd Amended Complaint, Dismissing County from Action issued May 24, 2019. Order Granting Plaintiff's Attorney Hayes Motion to Withdraw issued July 9, 2019.

CASE: LAWSON TRAVENSKI(EMPLOYEE PLAINTIFF) v. HILLSBOROUGH COUNTY CSB

DOCKET NUMBER: 2D19-2016_L.T. No.: 18-CA-11650

TYPE: CIVIL ACTION

DATE	TITLE OF DOCUMENT	FROM			
		PETITIONER CAD	APPELLANT	RESPONDENT CSB	DCA
08.22.2019	NOTICE OF NON FILING REPLY BY CAD	X			
07.25.2019	HCCSB BRIEF FILED			X	
07.22.2019	EMAIL TO LAWSON RE: CAD 2ND DCA APPEAL			X	
07.18.2019	ORDER DENYING EXPEDITED DISPOSITION				X
07.12.2019	JOINT MOTION FOR EXPEDITED DISPOSITION	X		X	
06.04.2019	ORDER RE RESPONDENT RESPONSE PETITION OF WRIT WITHIN 30 DAYS				X
05.30.2019	NOTICE OF APPEARANCE			X	
05.30.2019	NOTICE OF APPEARANCE		X		
05.29.2019	FILING FEE ORDERS				X
05.29.2019	ACKNOWLEDGEMENT OF NEW CASE				X
05.29.2019	PETITION FOR CERT DIR TO A FINAL JUDGEMENT OF 13TH JUDICIAL COURT				X

CASE: ALLEN, TAVORIS (EMPLOYEE) v. FIRE RESCUE

DOCKET NUMBER: 19-849

TYPE: GRIEVANCE _____ APPEAL X ACTION: DISCIPLINE _____ SUSPENSION _____ DISMISSAL X

DATE	TITLE OF DOCUMENT	FROM			CORRESPONDENCE
		APPELLANT	APPOINTING AUTHORITY	CSB	
08.27.2019	AA SUPPLEMENTAL EXHIBIT - RULES		X		
08.27.2019	AA SUPPLEMENTAL EXHIBIT - SENTENCE		X		
08.26.2019	APPELLANT'S SUPPLEMENTAL EXHIBITS	X			
08.26.2019	NOTICE OF HEARING			X	
07.24.2019	APPELLANT'S SUPPLEMENTAL RESPONSE TO AA'S MSJ	X			
07.24.2019	NOTICE OF HEARING			X	
07.14.2019	APPELLANT'S RESPONSE OPPOSING MFSJ	X			
07.01.2019	ORDER GRANING APPELLANT'S EXTENSION			X	EMAIL
07.01.2019	EXTENSION REQUEST EMAIL	X			EMAIL
06.28.2019	EMAIL RE WITNESSES FOR MSJ	X		X	EMAIL
06.17.2019	ORDER DIRECTING THE APPELLANT'S RESPONSE			X	EMAIL
05.15.2019	ORDER GRANTING APPOINTMENT AUTHORITY UNOPPOSED MOTION FOR EXTENSION OF TIME			X	EMAIL
05.14.2019	UNOPPOSED MOTION FOR EXTENSION OF TIME		X		EMAIL
05.07.2019	NOTICE OF APPEAL AND CONSENT			X	EMAIL
05.06.2019	CONSENT TO ELECTRONIC FILING	X			IN PERSON
05.06.2019	FORM 5 RECEIVED		X		EMAIL
05.03.2019	NOTICE OF APPEAL FORM 5A RECEIVED	X			EMAIL

CASE: GILES, DEONDRICK (EMPLOYEE) v. CAD PUD

DOCKET NUMBER: 19-850

TYPE: GRIEVANCE _____ APPEAL X ACTION: DISCIPLINE _____ SUSPENSION _____ DISMISSAL X

DATE	TITLE OF DOCUMENT	FROM			CORRESPONDENCE
		APPELLANT	APPOINTING AUTHORITY	CSB	
08.27.2019	AA MOTION TO STRIKE OR CONTINUE		X		
08.26.2019	NOTICE OF HEARING			X	
08.26.2019	MSJ AND RESPONSE MATERIALS LINK SENT TO PARTIES			X	EMAIL
08.21.2019	APPELLANT'S RESPONSE TO MSJ SENT TO CAT			X	
08.21.2019	AA EMAIL INQUIRY RE: RESPONSE TO MSJ		X		EMAIL
08.20.2019	CSB EMAIL RESPONSE RE: RESPONSE TO MSJ			X	EMAIL
08.20.2019	AA EMAIL INQUIRY RE: RESPONSE TO MSJ		X		EMAIL
08.20.2019	APPELLANT'S COMPLETED RESPONSE TO MSJ	X			
08.19.2019	APPELLANT'S PARTIAL RESPONSE TO MSJ	X			
08.09.2019	AA RESPONSE TO APPELLANT'S REQUEST FOR EXTENSION TO RESPOND TO AA'S MSJ		X		EMAIL
08.09.2019	ORDER GRANTING EXTENSION			X	
08.09.2019	AA RESPONSE TO APPELLANT'S REQUEST FOR EXTENSION - MSJ		X		
08.09.2019	APPELLANT'S REQUEST FOR EXTENSION TO RESPOND TO AA MSJ	X			
07.25.2019	MOTION FOR SUMMARY JUDGMENT WITH EXHIBITS		X		
07.10.2019	ORDER DENYING IN PART AND GRANTING IN PART MOTION FOR EXTENSION OF TIME			X	
07.08.2019	MOTION FOR EXTENSION OF TIME		X		
07.08.2019	NOTICE OF APPEARANCE		X		
07.03.2018	EMAIL RE TELEPHONE CONVERSATION WITH CAT		X		EMAIL
07.01.2019	NOTICE OF APPEAL			X	EMAIL

CASE: GILBERTSON_MARK DOCKET NUMBER: 19-851

TYPE: GRIEVANCE _____ APPEAL DISCIPLINE _____ SUSPENSION DISMISSAL

DATE	TITLE OF DOCUMENT	FROM			CORRESPONDENCE
		APPELLANT	APPOINTING AUTHORITY	CSB	
09.09.2019	NOTICE OF APPEAL			X	email
09.06.2019	APPELLANT CORRESPONDENCE TO CSB	X			email
09.06.2019	CSB CORRESPONDENCE TO APPELLANT			X	email
08.16.2019	HCSO CORRESPONDENCE TO CSB REQUEST		x		email
08.15.2019	CSB CORRESPONDENCE TO HCSO			X	email
08.15.2019	HCSO CORRESPONDENCE TO CSB REQUEST		X		email
08.12.2019	CSB CORRESPONDENCE TO HCSO			X	email
08.12.2019	HCSO CORRESPONDENCE TO CSB REQUEST		X		email
08.09.2019	CSB CORRESPONDENCE TO HCSO - 2ND REQUEST			X	email
08.05.2019	CSB CORRESPONDENCE TO HCSO			X	email
07.18.2019	APPELLANT CORRESPONDENCE	X			email
07.16.2019	APPELLANT CORRESPONDENCE	X			email
06.17.2019	APPELLANT CS FORM 5A; CS FORM 15	X			

CASE: KARL ETAL (EMPLOYEES) v. CAD SOCIAL SERVICES DOCKET NUMBER: 19-841 - 845

TYPE: GRIEVANCE _____ APPEAL <input checked="" type="checkbox"/> DISCIPLINE _____ SUSPENSION _____ DISMISSAL _____					
DATE	TITLE OF DOCUMENT	FROM			CORRESPONDENCE
		APPELLANT	APPOINTING AUTHORITY	CSB	
09.06.2019	ORDER CLOSING FILE			X	
07.25.2019	FINAL ORDER AND COVER LETTER GRANTING AA MSJ			X	EMAIL
07.17.2019	HILLSBOROUGH COUNTY'S MOTION TO STRIKE APPELLANTS' OBJECTION TO THE GENERAL COUNSEL'S REPORT AND RECOMMENDATION ON HILLSBOROUGH COUNTY'S MOTION TO DISMISS AND/OR IN THE ALTERNATIVE MOTION FOR SUMMARY JUDGMENT		x		EMAIL
07.17.2019	APPELLANTS' OBJECTION TO THE GENERAL COUNSEL'S REPORT AND RECOMMENDATION ON HILLSBOROUGH COUNTY'S MOTION TO DISMISS AND/OR IN THE ALTERNATIVE MOTION FOR SUMMARY JUDGMENT	x			EMAIL
06.17.2019	ORDER GRNTING APPELLANT'S UNOPPOSED MOTION FOR CONTINUANCE OF APPEAL HEARING			X	EMAIL
06.14.2019	UNOPPOSED MOTION FOR CONTINUANCE OF APPEAL HEARING AND RESPONSE TO ORDER DIRECTING RESPONSE	X			EMAIL
06.05.2019	ORDER DENYING AA MOTION FOR RULING BY GENERAL COUNSEL			X	EMAIL
05.29.2019	RESPONSE TO RULE 50 SIGNED	X			EMAIL
05.28.2019	CSB CHAIR'S REQUEST FOR LEGAL OPINION FROM GENERAL COUNSEL.			X	EMAIL
05.16.2019	ORDER GRANTING MOTION TO CONTINUE & DIRECTING RESPONSE			X	EMAIL
05.15.2019	MOTION AS A MATTER OF LAW		X		EMAIL
05.13.2019	ORDER DIRECTING RESPONSE-MOTION HEARING			X	EMAIL
05.09.2019	REPLY TO MOTION	X			EMAIL
04.08.2019	ORDER GRANTING EXTENSION OF TIME			X	EMAIL
04.02.2019	APPOINTING AUTHORITY ACKNOWLEDGMENT OF RECEIPT OF SERVICE		X		EMAIL
04.01.2019	MOTION FOR EXTENSION OF TIME	X			EMAIL
03.27.2019	ORDER DIRECTING APPELANT'S RESPONSE			X	EMAIL
03.25.2019	MOTION TO DISMISS AND/OR IN THE ALTERNATIVE MOTION FOR SUMMARY JUDGEMENT		X		EMAIL
03.13.2019	ORDER GRANTING SECOND EXTENSION OF TIME			X	EMAIL
03.13.2019	CONSOLIDATION ORDER			X	EMAIL

**FEDERAL COURT APPEAL: BOUAZIZI, JACQUELYN (EMPLOYEE PLAINTIFF) v. HCC CAD AND CSB
CASE: 8:19-CV-00657-VMC-TGW**

TYPE: GRIEVANCE _____ APPEAL _____ ACTION: DISCIPLINE _____ SUSPENSION _____ DISMISSAL X _____

DATE	TITLE OF DOCUMENT	FROM			
		PLANTIFF	CAD-PUD	DEFENDANT CSB	FEDERAL COURT
07/09/2019	WITHDRAW				X
07/08/2019	COUNSEL	X			
07/08/2019	MOTION TO STRIKE				X
07/03/2019	WITHDRAW				X
07/02/2019	AMENDED MOTION TO WITHDRAW AS Ps COUNSEL	X			
07/02/2019	Ps AMENDED RESPONSE TO MOTION TO STRIKE	X			
07/01/2019	ORDER DENYING HAYES MOTION TO WITHDRAW				X
07.01.2019	MOTION TO WITHDRAW AS ATTORNEY-HAYES	X			
06/29/2019	ORDER STRIKING MOTION FOR RECONSIDERATION				X
06/27/2019	PLAINTIFF'S MOTION FOR RECONSIDERATION	X			
06/24/2019	ORDER DISMISSING 3RD AMENDED COMPLAINT				X
06/21/2019	MOTION TO DISMISS (PLUS TRANSCRIPT)	X			
06/19/2019	06/21/2019)	X			
06.10.2019	CSB UNOPPOSED TO REQUESTED EXTENSION OF TIME			X	
06.05.2019	AMENDED RESPONSE IN OPPOSITION TO MOTION TO STRIKE	X			
06.05.2019	RESPONSE IN OPPOSTION TO MOTION TO STRIKE	X			
06.04.2019	MOTION FOR EXTENSION OF TIME	X			
05.24.2019	ORDER GRANTING HILLSBOROUGH COUNTY MOTION TO DISMISS WITH PREJUDICE				X
05.23.2019	DEFENDANT HILLSBOROUGH COUNTY CIVIL SERVICE BOARD'S MOTION TO STRIKE THE THIRD AMENDED COMPLAINT				X
05.23.2019	DEFENDANT HILLSBOROUGH COUNTY CIVIL SERVICE BOARD'S MOTION TO, DISMISS COUNTS III AND IV OF THE THIRD AMENDED COMPLAINT AND INCORPORATED MEMORANDUM OF LAW				X
05.23.2019	NOTICE OF FILING EXHIBIT F TO DEFENDANT HILLSBOROUGH COUNTY, CIVIL SERVICE BOARD'S MOTION TO DISMISS COUNTS III AND IV OF THE, THIRD AMENDED COMPLAINT AND INCORPORATED				X
05.18.2019	ORDER DIRECTING COUNTY REPLY				X
05.17.2019	RESPONSE TO DEFENDANT MOTION TO DISMISS AND INCORPARATED MEMORANDUM OF LAW				X
05.15.2019	MOTION TO DISMISS THIRD AMENDED COMPLAINT AND INCORPORATED MEMORANDUM OF LAW				X
05.14.2019	NOTICE OF APPERANCE ON BEHALF OF HCCSB				X
05.13.2019	MOTION TO WITHDRAW AS ATTORNEY-ASKREN TERM				X
05.09.2019	THIRD AMENDED COMPLIANT				X

**FEDERAL COURT APPEAL: BOUAZIZI, JACQUELYN (EMPLOYEE PLAINTIFF) v. HCC CAD AND CSB
CASE: 8:19-CV-00657-VMC-TGW**

TYPE: GRIEVANCE _____ APPEAL _____ ACTION: DISCIPLINE _____ SUSPENSION _____ DISMISSAL X _____

DATE	TITLE OF DOCUMENT	FROM			
04.30.2019	NOTICE OF ELECTRONIC FILING				X
04.23.2019	AMEND PLEADINGS				X
04.23.2019	SECOND MOTION FOR CONSIDERATION				X
03.26.2019	CONFIRMATION OF MEDIATION				X
03.22.2019	CASE MANAGEMENT AND SCHEDULING ORDER				X
03.21.2019	RELATED CASE ORDER AND TRACK TWO NOTICE				X
03.20.2019	COMPLAINT				X
03.19.2019	ORDER DIRECTING CASE MANAGEMENT				X
03.19.2019	NOTICE OF CONSENT TO REMOVAL			X	
03.18.2019	NOTICE OF REMOVAL		X		

12. DIRECTOR'S REPORT

A. MONTHLY MEETING REPORT

B. TRANSITION UPDATES TO HILLSBOROUGH COUNTY AGENCIES

- a. MAY 30, 2019 LETTER TO AGENCIES RE CSB DISSOLVED & COPY OF HOUSE BILL 1373
- b. JUNE 28, 2019 LETTER TO AGENCIES REGARDING THE TRANSITION OF CSB FUNCTIONS
- c. JULY 31, 2019 LETTER TO AGENCIES REGARDING THE TRANSITION OF CSB FUNCTIONS
- d. AUGUST 30, 2019 LETTER TO AGENCIES REGARDING THE TRANSITION OF CSB FUNCTIONS

C. BOARD MEMBER RECOGNITION

Ernie Trichler, Chair	2013 – 2019
Chandra Hosler, Vice Chair	2016 – 2019
Tiffany Bell	2017 – 2019
Simon Canasi	1988 – 1993 2013 – 2019
Neal Carbaugh	2016 – 2019
Andrea Cichon	2017 – 2019
Scott Strepina	2011 – 2019
Peter W. Zinober, General Counsel	1986 – 2019

DIRECTOR'S MONTHLY MEETING REPORT

08.29.2019 WEEKLY STAFF MEETING
08.30.2019 CONFERENCE CALL / GOVERNOR'S CABINET / RE RECORD CUSTODIANSHIP
09.03.2019 WEEKLY TRANSITION MEETING / BILL MAZUREK
09.05.2019 WEEKLY STAFF MEETING
09.09.2019 MONTHLY MEETING UP / KURT WILKENING
09.10.2019 MONTHLY MEET-UP / ALMA GONZALEZ
09.11.2019 WEEKLY TRANSITION MEETING / BILL MAZUREK
09.11.2019 MONTHLY MEET-UP / VICTORIA SLATER
09.11.2019 MONTHLY MEET-UP / TERRELL MATHIS
09.12.2019 WEEKLY STAFF MEETING
09.16.2019 AGENDA BRIEFING / CHANDRA HOSLER
09.16.2019 AGENDA BRIEFING / ERNIE TRICHLER
09.16.2019 AGENDA BRIEFING / NEAL CARBAUGH
09.17.2019 WEEKLY TRANSITION MEETING / BILL MAZUREK
09.18.2019 FINAL CSB MEETING
09.19.2019 WEEKLY STAFF MEETING
09.24.2019 WEEKLY TRANSITION MEETING / BILL MAZUREK
09.26.2019 WEEKLY STAFF MEETING
09.30.2019 TRANSFER OF CAPITAL ASSETS TO IIO & FACILITIES

Ernie Trichler, Chair
Chandra Hosler, Vice Chair
Tiffany Bell
Simon Canasi
Neal Carbaugh
Andrea Cichon
Scott Strepina

Pat Frank, Clerk of Courts
Secretary Ex Officio



Kevin Beckner, Director
BecknerK@HillsboroughCounty.org

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Web Site: www.hccsb.org

May 30, 2019

To: Arts Council – Ms. Martine Collier
Aviation Authority - Mr. Joe W. Lopano
Children's Board – Ms. Kelley Parris
Clerk of the Circuit Court - Ms. Pat Frank
County Administrator – Mr. Mike Merrill
County Attorney – Mr. Christine Beck
County Internal Auditor – Ms. Peggy Caskey
Environmental Protection Comm. – Ms. Janet Dougherty
Expressway Authority – Mr. Joe Waggoner
Metropolitan Planning Organization – Ms. Beth Alden
Planning Commission – Ms. Melissa Zornitta
Port Tampa Bay – Mr. Paul Anderson
Property Appraiser - Mr. Bob Henriquez
Sheriff's Office - Sheriff Chad Chronister
Soil and Water Conservation Dist. – Ms. Betty Jo Tompkins
Supervisor of Elections – Mr. Craig Latimer
Tampa Sports Authority - Mr. Eric Hart
Tax Collector - Mr. Doug Belden
Victim Assistance Program – Mr. Curtis Baughman

Subject: Dissolution of the Hillsborough County Civil Service Board Effective October 1, 2019

As you know, at the January 29, 2019 meeting of the Local Delegation, Representative Jaime Grant brought forth a proposal to repeal the Hillsborough County Civil Service Act. The proposal met with a unanimous vote and was brought forth to the Legislature for approval as House Bill #1373, which was adopted on May 1, 2019 and signed by Governor DeSantis on May 23, 2019. For your convenience, a copy of the Bill is attached.

Since then, I and my staff have been diligently preparing for the transition of our functions to your respective agencies to ensure business continuity, as much as possible. While our agency will continue operations until the close of business on September 30, 2019, there are numerous Human Resource services that we provide that will be discontinued prior to September 30, 2019.

The following Civil Service Board services will be discontinued after August 30, 2019:

- 1) Recruitment and Screening for job applicants:** The last day to submit recruitment requisitions to us will be August 30, 2019 to allow for a 2 week minimum recruitment period. In all cases, however, current ongoing/continuous recruitments will end on September 13 and final referral lists will be sent to agencies the week of September 16.

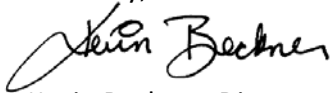
- 2) **Classification Actions:** All requests for classification actions must be received no later than August 30, 2019 for approval at the final CSB meeting on September, 18, 2019.
- 3) **Personnel Actions, Merit, and Performance Reviews:** All personnel action, merit, and performance reviews that you would like processed by our agency for FY19 must be received by **August 30, 2019**.

We will continue to exercise our statutory authority and accept disciplinary appeals by employees through September 30, 2019 or until determined otherwise.

If you have any questions regarding any of the services we currently provide or have provided to your agency in the past, please do not hesitate to contact me via email or at 813-272-5629. I will be sending to you at least one monthly update throughout the transition period.

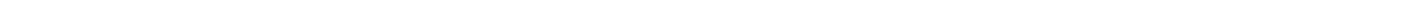
It has been the Civil Service Board's pleasure to serve you since 1951 and we will look forward to serving and assisting your agency during this time of transition.

Sincerely,



Kevin Beckner, Director

cc: Agency Human Resource Officers
Agency Administrative Officers



ENROLLED

HB 1373

2019 Legislature

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An act relating to the Hillsborough County Civil Service Act; repealing chapters 2000-445, 2007-301, and 2014-230, Laws of Florida; abolishing the act; requiring that any agency or authority previously covered under the act must provide a fair, neutral, and impartial system for administering employee discipline of a suspension, involuntary demotion, or dismissal and appeals of such discipline; providing requirements; providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

Section 1. Chapters 2000-445, 2007-301, and 2014-230, Laws of Florida, are repealed.

Section 2. The Hillsborough County Civil Service Act is abolished. Any agency or authority previously covered by chapters 2000-445, 2007-301, and 2014-230, Laws of Florida, must provide a fair, neutral, and impartial system for administering employee discipline of a suspension, involuntary demotion, or dismissal and appeals of such discipline. The system for administering employee discipline and appeals will be uniform for all agencies and shall provide a tenured employee with substantially similar protections and rights as set forth in sections 11 and 12 of chapter 2000-445, Laws of Florida, as

ENROLLED

HB 1373

2019 Legislature

26 | amended.

27 | Section 3. This act shall take effect October 1, 2019.

Ernie Trichler, Chair
Chandra Hosler, Vice Chair
Tiffany Bell
Simon Canasi
Neal Carbaugh
Andrea Cichon
Scott Strepina

Pat Frank, Clerk of Courts
Secretary Ex Officio



Kevin Beckner, Director
BecknerK@HillsboroughCounty.org

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Tampa, Florida 33602

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Web Site: www.hccsb.org

June 28, 2019

To: Arts Council – Ms. Martine Collier
Aviation Authority - Mr. Joe W. Lopano
Children's Board – Ms. Kelley Parris
Clerk of the Circuit Court - Ms. Pat Frank
County Administrator – Mr. Mike Merrill
County Attorney – Ms. Christine Beck
County Internal Auditor – Ms. Peggy Caskey
Environmental Protection Comm. – Ms. Janet Dougherty
Expressway Authority – Mr. Joe Waggoner
Metropolitan Planning Organization – Ms. Beth Alden
Planning Commission – Ms. Melissa Zornitta
Port Tampa Bay – Mr. Paul Anderson
Property Appraiser - Mr. Bob Henriquez
Sheriff's Office - Sheriff Chad Chronister
Soil and Water Conservation Dist. – Ms. Betty Jo Tompkins
Supervisor of Elections – Mr. Craig Latimer
Tampa Sports Authority - Mr. Eric Hart
Tax Collector - Mr. Doug Belden
Victim Assistance Program – Mr. Curtis Baughman

Subject: Transition of Civil Service Office Functions

As a follow-up to my letter dated May 30, 2019, a copy of which is attached, I am providing you with a monthly update as promised. As a reminder, the dissolution of the Civil Service Board has been signed into law by Governor DeSantis and will take effect on October 1, 2019.

Human Resource Services

As stated in my previous letter, I and my staff have been diligently preparing for the transition of our functions to your respective agencies to ensure business continuity, as much as possible. However, I want to encourage you to thoroughly review your Human Resource operations for the following reason.

In FY18, Civil Service Staff performed 102 recruitments, reviewed 5,953 job applications, performed 205 classification actions, 1,078 Personal Actions, conducted 10 personnel development training programs, and provided for hundreds of background checks across multiple agencies in addition to the facilitation of 10 disciplinary appeals. Further, these numbers don't reflect the professional Human Resource consulting services that we provided to our client agencies or the countless employee consultations we provided to employees of multiple agencies who ultimately decided not to appeal their discipline.

June 28, 2019

Subject: Transition of Civil Service Office Functions

Page 2

If you haven't done so already, you should develop a plan for how your agency will assume the functions mentioned above beginning September 1, 2019.

As a reminder, the following Civil Service Board services will be discontinued after August 30, 2019:

- 1) Recruitment and Screening for job applicants:** The last day to submit recruitment requisitions to us will be August 30, 2019 to allow for a 2 week minimum recruitment period. In all cases, however, current ongoing/continuous recruitments will end on September 13 and final referral lists will be sent to agencies the week of September 16.
- 2) Classification Actions:** All requests for classification actions must be received no later than August 30, 2019 for approval at the final CSB meeting on September, 18, 2019.
- 3) Personnel Actions, Merit, and Performance Reviews:** All personnel action, merit, and performance reviews that you would like processed by our agency for FY19 must be received by August 30, 2019.

Agency Heads who are considering or have decided on outsourcing their agency's Human Resource functions to the County Administrator's HR Department, may contact:

Beverly Waldron, Director of Human Resources

813-274-6766

WaldronB@hillsboroughcounty.org.

Records Management

One of the major issues that we are working to resolve is the transfer of custodianship for our records. For more than 50 years, until 2014, the Civil Service Board has been the official Custodian of Records for the personnel records of all County agencies. We literally have tens of thousands of personnel records, both hard copy and electronic. We are trying to determine the best way to reassign these records. Given the timeframe and our current staffing levels, it would be impossible for us to parse out the hard copies housed in the Records Warehouse and transfer them to their respective agencies as these records are filed by year of termination which means multiple agency records are stored in each box. Also, the electronic records are stored in ImageNow and not all agencies have the necessary software to access them. I welcome your input and will let you know when this issue has been resolved.

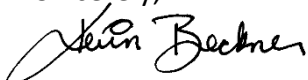
Employee Appeals and Grievance Process

Finally, as a reminder, under Civil Service Rule 11.4, **all** agencies are still required to submit a Civil Service Form 5 to our Office when imposing a disciplinary action on a classified employee that results in dismissal, suspension, or involuntary demotion. We will continue to exercise our statutory authority and accept appeals of discipline from employees through September 30, 2019 or until determined otherwise.

If you have any questions regarding the services we currently provide or have provided to your agency in the past, please do not hesitate to contact me via email or at 813-272-5629.

Again, it has been the Civil Service Board's pleasure to serve you for the past 68 years and we will look forward to serving and assisting your agency during this time of transition.

Sincerely,



Kevin Beckner, Director

Ernie Trichler, Chair
Chandra Hosler, Vice Chair
Simon Canasi
Neal Carbaugh
Andrea Cichon
Scott Strepina

Pat Frank, Clerk of Courts
Secretary Ex Officio



Kevin Beckner, Director
BecknerK@HillsboroughCounty.org

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Web Site: www.hccsb.org

July 31, 2019

To: Arts Council – Ms. Martine Collier
Aviation Authority - Mr. Joe W. Lopano
Children's Board – Ms. Kelley Parris
Clerk of the Circuit Court - Ms. Pat Frank
County Administrator – Mr. Mike Merrill
County Attorney – Ms. Christine Beck
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Supervisor of Elections – Mr. Craig Latimer
Tampa Sports Authority - Mr. Eric Hart
Tax Collector - Mr. Doug Belden
Victim Assistance Program – Mr. Curtis Baughman

Subject: Transition of Civil Service Office Functions

This letter serves as the monthly update regarding the transition of Civil Service Office functions due to closure of the Civil Service Board Office. As a reminder, the dissolution of the Civil Service Board has been signed into law by Governor DeSantis and will take effect on October 1, 2019.

Human Resource Services

If you are one of the fifteen county agencies that has relied upon the Human Resource services of the Civil Service Board for your organization, by now, you should have a complete or well developed plan for how your agency will assume those services beginning **September 1, 2019**. If not, I would urge you to take immediate action today to get a plan in place.

As a reminder, the following Civil Service Board services will be discontinued after August 30, 2019:

- 1) Recruitment and Screening for job applicants:** The last day to submit recruitment requisitions to us will be August 30, 2019 to allow for a 2 week minimum recruitment period. In all cases, however, current ongoing/continuous recruitments will end on September 13 and final referral lists will be sent to agencies the week of September 16.
- 2) Classification Actions:** All requests for classification actions must be received no later than August 30, 2019 for approval at the final CSB meeting on September 18, 2019.

July 31, 2019

Subject: Transition of Civil Service Office Functions

Page 2

3) Personnel Actions, Merit Increases, and Performance Reviews: All personnel actions, merit increases, and performance reviews that you would like processed by our agency for FY19 must be received by August 30, 2019.

Agency Heads who are considering or have decided on outsourcing their agency's Human Resource functions to the County Administrator's HR Department, may contact:

Beverly Waldron, Director of Human Resources

813-274-6766

WaldronB@hillsboroughcounty.org

Records Management

Upon further legal research and direction from our General Counsel, it has been determined that the lawful custodian of our agency records, which include personnel records of Appointing Authority agencies created by the Civil Service Board, beginning October 1, 2019 is the Governor's Cabinet.

The authors of HB1373 and the related legislative oversight committees failed to name a successor custodian of records when they created and passed the legislation to dissolve the Civil Service Board. Since CSB records are considered public records, when a successor custodian of records is not named in legislation that dissolves a public agency, under Florida statute 119.021 (4) the Division of Library and Information Services of the Department of State is the lawful custodian. Further, FL statute 257.36(2)b that establishes the Division of Library and Information Services names the Governor's Cabinet as the custodian of records of a dissolved agency in the absence of a successor custodian.

I have had an initial conference call meeting with the Governor's Director of Cabinet Affairs and his staff. I will keep you apprised of further developments.

Employee Appeals and Grievance Process

Finally, as a reminder, under Civil Service Rule 11.4, all agencies are still required to submit a Civil Service Form 5 to the Civil Service Office when imposing a disciplinary action on a classified employee that results in dismissal, suspension, or involuntary demotion. We will continue to exercise our statutory authority and accept appeals of discipline from employees through September 30, 2019 or until determined otherwise.

If you have any questions regarding the services we currently provide or have provided to your agency in the past, please do not hesitate to contact me via email or at 813-272-5629.

Again, it has been the Civil Service Board's pleasure to serve you for the past 68 years and we will look forward to serving and assisting your agency during this time of transition.

Sincerely,



Kevin Beckner, Director

Ernie Trichler, Chair
Chandra Hosler, Vice Chair
Simon Canasi
Neal Carbaugh
Andrea Cichon
Scott Strepina

Pat Frank, Clerk of Courts
Secretary Ex Officio



Kevin Beckner, Director
BecknerK@HillsboroughCounty.org

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August 30, 2019

To: Arts Council – Ms. Martine Collier
Aviation Authority - Mr. Joe W. Lopano
Children's Board – Ms. Kelley Parris
Clerk of the Circuit Court - Ms. Pat Frank
County Administrator – Mr. Mike Merrill
County Attorney – Ms. Christine Beck
County Internal Auditor – Ms. Peggy Caskey
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Property Appraiser - Mr. Bob Henriquez
Sheriff's Office - Sheriff Chad Chronister
Soil and Water Conservation Dist. – Ms. Betty Jo Tompkins
Supervisor of Elections – Mr. Craig Latimer
Tampa Sports Authority - Mr. Eric Hart
Tax Collector - Mr. Doug Belden
Victim Assistance Program – Mr. Curtis Baughman

Subject: Transition of Civil Service Office Functions

This letter serves as the monthly update regarding the transition of Civil Service Office functions due to closure of the Civil Service Office. As a reminder, the dissolution of the Civil Service Board has been signed into law by Governor DeSantis and will take effect on October 1, 2019.

Human Resource Services

If you are one of the fifteen county agencies that has relied upon the Human Resource services of the Civil Service Board for your organization, by now, you should have a plan for how your agency will assume those services beginning **September 1, 2019.**

As a reminder, the following Civil Service Board services are discontinued effective at close of business today:

1) Recruitment and Screening for job applicants: Today, August 30, 2019, is the last day to submit recruitment requisitions to us. This will allow for a 2 week minimum recruitment period. In all cases, however, current ongoing/continuous recruitments will end on September 13 and final referral lists will be sent to agencies the week of September 16.

2) Classification Actions: All requests for classification actions must be received no later than the close of business today, August 30, 2019, for approval at the final CSB meeting on September 18, 2019.

3) Personnel Actions, Merit Increases, and Performance Reviews: All personnel actions, merit increases, and performance reviews that you would like processed by our agency for FY19 must be received by close of business today, August 30, 2019. **Agency Heads who have decided to outsource their agency's Human Resource functions to the County Administrator's HR Department, may contact:**

Beverly Waldron, Director of Human Resources
813-274-6766

WaldronB@hillsboroughcounty.org

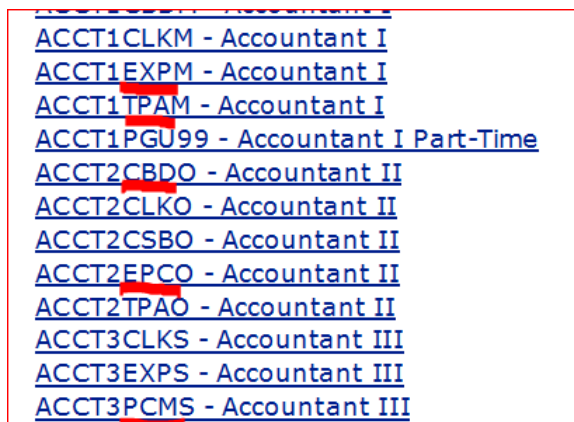
Job Apps

Agencies utilizing Job Apps who desire to capture their job descriptions are encouraged to do so **prior to October 1, 2019** by going to <https://www.jobapscloud.com/Hillsborough/auditor/classspecs.asp>

Agency-specific job descriptions can be found by performing a search function on the job descriptions page using the Ctrl-F combination on the keyboard or using the search box at the top of the page, then typing in the agency-specific 3 letter code.

For example, look at the screenshot below:

Agency job classification codes are as follows:



Arts CouncilCSB
Children's BoardCBD
Env Protection CommEPC
Expressway AuthorityEXP
Planning Commission.....PCM
Port Tampa Bay.....TPA
Soil & WaterCSB
Victim AssistanceVAP

To All Appointing Authorities
August 30, 2019
Page Three

Records Management

As I mentioned last month, beginning October 1, 2019, the Governor's Cabinet is the lawful custodian of the Civil Service Board's records, which include Appointing Authorities' personnel records created by the Civil Service Board.

The authors of HB1373 and the related legislative oversight committees failed to name a successor custodian of records when they created and passed the legislation to dissolve the Civil Service Board. Since CSB records are considered public records, when a successor custodian of records is not named in legislation that dissolves a public agency, under Florida statute 119.021 (4) the Division of Library and Information Services of the Department of State is the lawful custodian. Further, FL statute 257.36(2)b that establishes the Division of Library and Information Services names the Governor's Cabinet as the custodian of records of a dissolved agency in the absence of a successor custodian.

As of this date, the Governor's Cabinet has not appointed a successor custodian. I will keep you apprised of further developments.

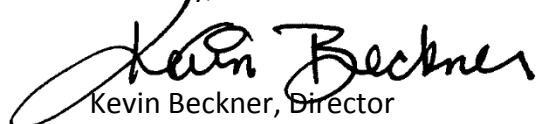
Employee Appeals and Grievance Process

Finally, as a reminder, under Civil Service Rule 11.4, all agencies are still required to submit a Civil Service Form 5 to the Civil Service Office when imposing a disciplinary action on a classified employee that results in dismissal, suspension, or involuntary demotion. We will continue to exercise our statutory authority and accept appeals of discipline from employees through September 30, 2019 or until determined otherwise.

If you have any questions regarding the services we currently provide or have provided to your agency in the past, please do not hesitate to contact me via email or at 813-272-5629.

Again, it has been the Civil Service Board's pleasure to serve you for the past 68 years and we will look forward to serving and assisting your agency during this time of transition.

Sincerely,


Kevin Beckner, Director