



# ICMA Fellowship Work Plan

## About Pinellas County

Pinellas County, on Florida's West Coast, is a 280-square mile peninsula bordered by the Gulf of Mexico and Tampa Bay. The County from tip to tip is 38 miles long and 15 miles wide at its broadest point. The 2010 Census estimated Pinellas County's year-round population at 916,542. When compared with Florida's 67 other counties, this estimate shows Pinellas County to be the most densely populated County in the state. Pinellas enjoys a year-round reputation as a tourist destination with attractions appealing to singles, couples, retirees and families. Retirement living is also important to Pinellas County's economic health. Pinellas County's top key business sectors are health services, tourism services, manufacturing and financial services. Over 38,000 businesses call Pinellas County home.

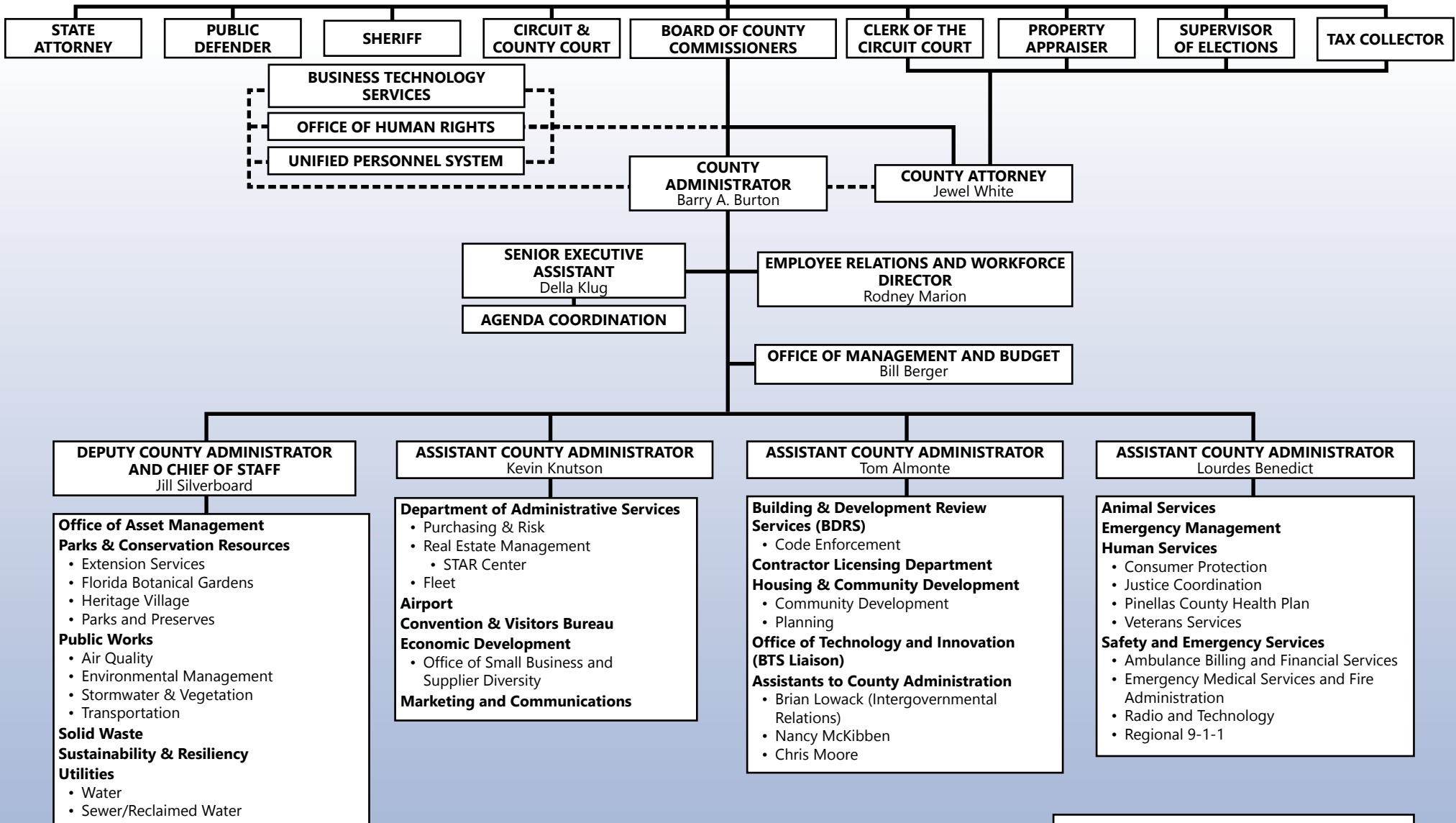
## The Government

Pinellas County is a large, complex organization consisting of more than 30 departments and divisions that provide services including human services, safety and emergency services, solid waste, transportation, public works, utilities, land use planning, real estate management, building inspections, airport, parks and conservation, environmental management, tourism and emergency management. The County provides services countywide but is also the direct service provider to almost 300,000 unincorporated residents and provides many contract services to area municipalities. The County has a long tradition of regional planning and collaboration, a commitment to environmental stewardship and sustainability, and protection of over 20,000 acres of open space. The County has approximately 6,000 employees, of which, 2,500 report to the County Administrator. Pinellas County has a \$2.5 billion budget and is governed by a seven-member elected Board.



# Government Organizational Chart

## CITIZENS



**LEGEND**  
 ——— DIRECT AUTHORITY  
 - - - - - COORDINATION RESPONSIBILITY



## The Fellow's Experience

The Management Fellows will receive broad exposure to a variety of responsibilities through a series of special assignment rotations. Each Fellow will rotate through four departments on a quarterly basis and be engaged in meaningful policy and operational analyses in an effort to provide the Fellow with a structured, meaningful, and impactful experience.

An example of the types of actual projects is listed below. Others may be added as new issues arise, ranging from helping departments implement new software to addressing community-wide issues such as human trafficking.

### County Administration

- Work in conjunction with County Administration and the Office of Budget and Management to evaluate and modifying (when necessary) the strategic planning, performance management and budgetary process for FY22 to gain efficiencies
- Conduct policy analysis and communicate with elected officials and department heads on various subject matters
- Engage in the complex process of developing an agenda for County Commission meetings
- Conduct benchmarking and best practice research on various community issues
- Review and analyze administrative directives for completeness and appropriateness

### Marketing and Communications

- Assist in the development of a countywide strategic communication plan
- Plan and deploy a public engagement platform
- Develop cross-functional processes to align disparate departmental communications efforts

### Administrative Services – Purchasing, Risk Management, and Real Estate Management

- Develop meaningful outcome measures and SLAs for programs across all divisions
- Work on developing green fleet plans
- Assist with a countywide space planning study

### Utilities

- Assist with the development of a "Jail to Job Pipeline" program to fill skilled labor positions in the Utilities Department that are difficult to recruit, through bolstering existing prison rehabilitation programs
- Assess policies and procedures
- Design and execute a customer experience assessment