

Personnel and Insurance Committee Minutes
August 1, 2012 – 3:00 p.m.

Present: Chairman A. Johnson; Supervisors Grattidge, Daly, Collyer, M. Johnson, and Southworth; Ryan Moore, Mgmt. Analyst; Jack Kalinkewicz, Marcy McNamara, Bob Hartman, Personnel; Ryan O’Conor, Auditor; George Martin, Treasurer; League of Women Voters; Press.

Chairman A. Johnson called the meeting to order and welcomed all in attendance.

On a motion made by Mr. Collyer, seconded by Mr. Grattidge the minutes of the July 10, 2012 meeting were approved unanimously.

Mr. Kalinkewicz said the overall cases and expenses are running slightly high in terms of expenses for the year; however, there is approximately \$200,000 in outstanding reimbursements that will help to lower the expenses. We will work within the divisions of the budget to try to have no impact by the end of the year, he said.

Mr. Kalinkewicz gave a brief update on the Self Insurance budget report stating that based on the trends for assessments and payments in different categories of self-insurance, certainly with the volunteer fire, whether it be the employment workforce of the towns or the firefighters, or ambulance corps, the budget has been adjusted accordingly. These are trends that we are seeing and expect possibly to continue into the next year. Salary information and requirements for administration have been adjusted for the self-insurance budget accordingly. Up to the minute fringe rates will be adjusted if needed for fringe benefits for next year. The overall impact of the budget is that we will be spending less in 2013 than we spent this year, he said.

On a motion made by Mr. Grattidge, seconded by Ms. Daly the Self Insurance Budget for 2013 was approved as outlined. Unanimous.

Mr. Kalinkewicz said last year three temporary Social Welfare Examiner positions in Food Stamps were approved and there was one temporary Senior Social Welfare Examiner approved for a period of six months because of the volume of food stamp applications. We are mandated to service those applications within a designated period. The reason that last year those temporary positions were approved was to catch up with the backlog of applications. Last year Mr. Christopher put in a request for those positions to become permanent in his budget for 2012, and that was not approved, so at the end of 2012 those positions disappeared. This year we are back to the same situation again in running behind in application processing and the same request has been made for this year, which would include three temporary Senior Welfare Examiners for a period of six months or until the end of the year and a Senior Social Welfare Examiner to supervise. The Vacancy Review committee examined the request thoroughly and has approved moving it to the committee for consideration. Mr. Kalinkewicz

said there would be no budget impact as money is received from both the State and Federal Government. There is a small county share that would be absorbed in the current county budget. The start date would be August 31st.

A motion was made by Ms. Daly, seconded by Mrs. Johnson to amend the Compensation Plan for Social Services to approve three temporary Social Welfare Examiners and one Senior Social Welfare Examiner beginning August 31, 2012 until December 31, 2012. Unanimous.

Mr. Johnson said since Mr. Ritchey retired the search committee interviewed eleven candidates for the position, with three brought back for a second interview. Mr. Johnson introduced Mr. Manns, as the candidate that the search committee is recommending to the Law and Finance committee and then to the full Board to fill the vacancy of Commissioner of Public Works.

On a motion made by Mr. Kinowski, seconded by Mr. Grattidge the meeting was adjourned.

Respectfully submitted,
Chris Sansom