

PERSONNEL COMMITTEE MEETING

July 1, 2009 – 2:30 p.m.

PRESENT: Chairman Wood; Supervisors Richardson, Rowland, Lucia, Peck; Thompson; David Wickerham, Co. Administrator; Jack Kalinkewicz, Personnel Director; Susan Lent, Self-Insurance

Chairman Wood called the meeting to order.

Mr. Lucia moved to approve the minutes of the May 6th meeting. Mr. Richardson seconded. Unanimous.

Mrs. Lent distributed copies of the Self-Insurance Report for the period 1/1/09 to 6/30/09 and for the same time period in 2008 for comparison: cases for the month up by 10; cases for the year up by 54; expenses through May up by \$86,058; expenses through June up by \$121,009; year-to-date expenses up by \$207,067. Chairman Wood asked Mrs. Lent how alarming those increases are to her. Mrs. Lent said they are somewhat alarming, and there are a lot more scheduled surgeries. Mr. Richardson asked how much was in the fund, and Mr. Wickerham stated a little over \$3 million.

Mr. Kalinkewicz distributed copies of the Self-Insurance Tentative 2010 Budget. He said this is a zero increase budget. There are a lot of expenses, and we will have a tough year, he said. In considering that, we think we can absorb what we need to, he said. We considered what impact an increase would have on the locals, and we are going to manage without an increase, he added. He said they crunched the numbers, and the Committee has a month to review it. Feel free to call us if you have any questions, he said. He mentioned there are no increases at all in the administrative side except for the replacement of a copier. Chairman Wood said we continue to increase the amount of Contributory Reserve by \$200,000. At the end of any given year, if there is any sizeable fund balance remaining, that is moved into there. Mr. Kalinkewicz said we will be at a \$5 million reserve figure. The actuaries recommend we get that to \$11 million, and we continue to work toward that, he said. Mr. Wickerham stated \$11 million is our current liability expanded out. The plan will be as we approach that number, we will step down what is put in every year, he said. We are not in any real danger, he stated.

Chairman Wood said this tentative budget is for review. During the ensuing month, you can give Jack or Sue a call for any clarification, he said. We plan to send copies of this to all Supervisors very shortly for their review and for an opportunity to share questions or concerns, he said. Next month, we will accept it as a report, he stated. Mr. Wickerham clarified that it will be a report and not a resolution.

Chairman Wood said every three years we put together an RFP for our health insurance. Our goal is to look for duplicate coverage and the best price possible, he said. He stated Jack and his staff, with support from our consultant, have put an RFP together. Mr. Kalinkewicz distributed copies of this proposal that he said will be sent out to potential

bidders on August 10. He said he will ask for an intent to bid letter with proposals due in September. He said interviews will take place to come up with a finalist. We have not had a lot of successful bidders other than our current carrier. If you see something in there you have questions on, I will be happy to go over this with you, he said. He stated in October, we should be up to speed. Mr. Wickerham said the actual award of the contract is done by the Board. If we find another carrier we feel is superior, we will need to talk to the union as well, he said.

Chairman Wood gave an update on the Historian position. He said the position was advertised, and approximately 30 applications were received. Jack and his staff have done a preliminary review, and we will have an application review meeting with Board Chairman Johnson, Bill Peck, Jack Kalinkewicz, Dave Wickerham and Barbara Plummer to narrow that field down on July 7th. Following that, we will set up interviews, and then a recommendation will ultimately be made in August or September, he said. Mr. Kalinkewicz said they have looked at seven really qualified applications. Mr. Richardson asked if all seven will be interviewed, and Mr. Kalinkewicz said that would be a Committee recommendation. Mr. Wickerham said historically, it will be between four and seven in the first round of interviews. Chairman Wood said the function of the Historian's office continues to be served by three to four dependable volunteers, and Barbara Plummer and her staff. Mr. Rowland asked if this will continue to be a part-time position, and Mr. Kalinkewicz said yes.

On a motion by Mr. Rowland, seconded by Mr. Richardson, the meeting was adjourned.

Respectfully submitted,

Elaine M. Sodemann