

PERSONNEL COMMITTEE MEETING

September 2, 2009 – 2:30 p.m.

PRESENT: Chairman Wood; Supervisors Hargrave, Lucia, Rowland; David Wickerham, Co. Administrator; Jack Kalinkewicz, Personnel; Sue Lent, Self-Insurance

Chairman Wood called the meeting to order.

Mr. Hargrave moved to approve the minutes of the August 5th meeting. Mr. Lucia seconded. Unanimous.

Mrs. Lent distributed copies of the Self-Insurance Pool Report for the period 1/1/09 to 8/31/09 and for the same period as last year. She said cases for the month are up by 3; cases for the year up by 64; expenses through July up by \$268,491; expenses through August up by \$53,915; year-to-date expenses up by \$322,405.

Mrs. Lent said they are getting a lot of fairly expensive cases. There have been two to three repeat surgeries and some serious cases in some of the smaller towns which will impact those towns, she said. There is no way to guess what's going to happen, she added.

Chairman Wood said each year, there are revisions made to the County's Policy & Procedures Manual and identifies specific areas in need of amendments to reflect current conditions. He said there are four areas that have been identified. Mr. Kalinkewicz distributed copies of Outline Of Changes To Saratoga County Policy and Procedures Manual which details changes to the following areas:

Chapter 1, Safety And Accident Reporting Procedure
Chapter 3, Orientation Process
Chapter 4, Longevity Increments
Managerial Benefits

Mr. Lucia moved to authorize these changes to the Policy & Procedures Manual. Mr. Rowland seconded. Unanimous.

Mr. Wickerham requested Mr. Kalinkewicz to put a copy in each Supervisor's box.

Mr. Kalinkewicz said there is not much to report this month on the health insurance update. He mentioned the RFP gets distributed and there is a period of time where interested vendors reply. There is a review period by our consultant, Benetech. He said the current status is we had a little delay with information from our current carrier to Benetech for the experience that has to go along with the RFP, but that is ironed out and back on track. He said during October, the evaluation and recommendation process takes place. At the Committee's November meeting, recommendations should be made, he stated. He said we have a contract with Benetech that is less than \$10,000, and we pay them on an hourly basis.

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

Respectfully submitted,

Elaine M. Sodemann