

PERSONNEL & INSURANCE COMMITTEE MEETING

December 1, 2010 – 2:30 p.m.

PRESENT: Chairman A. Johnson; Supervisors Daly, Lucia, Hargrave, Wood, Richardson; David Wickerham, Co. Administrator; Jack Kalinkewicz, Marcy McNamara, Personnel; Steve Williams, Daily Gazette

Chairman Johnson called the meeting to order.

Mr. Hargrave moved to approve the minutes of the November 3rd meeting. Mr. Lucia seconded. Unanimous.

Mr. Kalinkewicz distributed copies of the Self-Insurance Pool Reports for the period 1/1/10 through 11/30/10 and for the same time last year as a comparison. He stated cases for the month are up by 6; cases for the year down by 44; November expenses down by \$70,000; ytd expenses down by \$356,000. Things are running well, and we are at the end of November, he said. We hope not to have any catastrophic problems in the month of December, he stated.

Mr. Kalinkewicz said last month, we went out for RFP's for a Third Party Administrator for Self-Insurance. Those came back late yesterday, and I have not gone through them yet, he said. In the next few days I will go through them and we will talk about that at the next meeting, he said. I am trying personally to get that in place as soon as we can, he said. Our aim is to provide all participants in the plan with a lot more detail of what's going on with comp, he stated.

Chairman Johnson said we have been dealing with the health insurance renewal for the last few months. He said after a day long session yesterday, we may have a potential agreement with CSEA which would involve health insurance. We planned to do a renewal based on current rates, but that could change pending ratification of the CSEA contract, he stated. I would like to hold off on this vote and hold a special meeting prior to our Board Meeting, he said.

Mr. Kalinkewicz distributed copies of the list of retirees to date that includes the course of action for the vacant position and the savings to the County. Chairman Johnson stated the Personnel Subcommittee has been working diligently, and Jack's handout includes open items from last month and action taken by the Subcommittee in their subsequent meeting. He said the potential savings to date is over \$700,000, but there is still a lot more work to be done, he said. There are pending reorganizations out there that need to be addressed, he said. The Subcommittee will be meeting tomorrow to try to get things finalized before the end of the year, he added. Mr. Kalinkewicz said where there are blanks on the handout is because these people just notified us of their retirement. He stated reorganizations are pending with Employment & Training, and DPW has proposed a reorganization based on the retirements of Rick Gardner and Joe Miranda. With the retirement of Mike Pratt in General Services, they are looking at pulling duties away

from that particular department. We may be able to establish separate departments or functions from that department letting them concentrate on purchasing, he said. We are at over \$700,000 in savings at this point. That will continue to grow based on some holds, he said. Chairman Johnson said we are plugging along and have made a lot of headway so far. **Mr. Hargrave moved to adopt the Personnel Subcommittee's recommendations to date. Mr. Richardson seconded. Unanimous.**

Mr. Kalinkewicz said the Subcommittee is focusing carefully on the Sewer District and Department of Social Services. We need to keep in mind how we fill vacancies in Sewer because they are 24/7, and DSS because of the flood of applications in Food Stamps and Medicaid, he stated. They need to be staffed appropriately, he said.

Mr. Wood asked how many individuals are retiring, and Mr. Wickerham stated 84. Mr. Richardson said the money we are saving is in what calendar year? Mr. Kalinkewicz said it is based on the plan we have, so it may stretch into 2011. Most is what we have done to date, he said.

Mr. Richardson moved to adjourn to Executive Session to discuss contract negotiations and job performance and salaries of three specific individuals. Mr. Hargrave seconded. Unanimous.

On a motion by Mr. Richardson, seconded by Mr. Wood, the meeting returned to open session.

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

Respectfully submitted,

Elaine M. Sodemann