

Personnel and Insurance Committee Minutes  
July 6, 2011 – 3:00 p.m.

Present: Chairman A. Johnson; Supervisors Peck, Collyer, Daly, Hargrave, Richardson, Rowland, Southworth, Wood and Sausville; Spencer Hellwig, Administrator; Ryan Moore, Mgmt. Analyst; Andy Davis, Veterans'; Jack Kalinkewicz, Personnel.

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

**On a motion made by Mr. Rowland, seconded by Ms. Daly the minutes of the June 1, 2011 meeting were approved unanimously.**

Mr. Kalinkewicz gave an overview of the monthly Self Insurance Report as follows: The cases for the month compared to last year are down and the total cases for the year are up for a total of 5. The expenses are down overall compared to last year. A handout was distributed to all committee members for their review.

Mr. Kalinkewicz said the contract with SRS is still in the hands of the County Attorney because there was language that needed to be worked out regarding the contract. There are still expenses that have not been resolved because the contract has not been signed; however, this will not stop the process of worker's compensation, he said.

Mr. Johnson asked when the contract would be finalized? Mr. Kalinkewicz said he received an email stating that they were waiting on one or two words of a specific phrase in the contract that needs to be sorted out and agreed to by SRS. It is anticipated that will happen by the end of the week.

Mr. Kalinkewicz said the budget for worker's comp is due in the next month. He said he would be giving the committee a preliminary look at the budget this month, which will then be approved by the committee at the August meeting.

**A motion was made by Mr. Hargrave, seconded by Mr. Rowland to approve the Self-Insurance report as outlined. Unanimous.**

Mr. Johnson said a request has been made from Mr. Davis with regard to van drivers for the Veterans' Agency. Mr. Kalinkewicz said the current three driver positions are very part time positions. They are people that are hired that are usually Veterans' and have an interest in the transportation of the Veterans' to various services as needed. The issue comes when they are absent or not able to perform the runs, and Mr. Davis does not have the ability to have someone sub for them. A request is being made to increase the allocation of the number of drivers, so substitutes can be used within the three-person rotation. There will be no budget impact.

Mr. Johnson said Mr. Davis would be looking for approval of a fourth driver and to amend the compensation plan.

**A motion was made by Ms. Daly, seconded by Mr. Hargrave to approve a fourth part time van driver for the Veteran's Agency, and to amend the compensation plan. Unanimous.**

**On a motion made by Mr. Hargrave, seconded by Mr. Richardson the meeting was adjourned to Executive Session for Personnel issues. Unanimous.**

**On a motion made by Mr. Collyer, seconded by Mr. Hargrave the meeting was reopened to regular session. Unanimous.**

**No Action was taken.**

**On a motion made by Mr. Hargrave, seconded by Mr. Peck the meeting was adjourned.**

Respectfully submitted,  
Chris Sansom