

Personnel and Insurance Committee Minutes
April 2, 2014 – 3:00 p.m.

Present: Chairman Daly; Supervisors Barrett, Grattidge, Lawler, Lucia, Johnson, Sausville, and Veitch; Ryan Moore, Deputy Administrator; Diane Brown, Maplewood Manor; Steve Dorsey, County Attorney; Robert Hartman, Marcy McNamara, Jack Kalinkewicz, Personnel; Oscar Schreiber, Public Defender.

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

On a motion made by Mr. Lucia, seconded by Mr. Grattidge the minutes of the March 5, 2014 meeting were approved unanimously.

Mr. Kalinkewicz reviewed the monthly Self Insurance Report stating that the only read flag for the month was in the Town of Malta where there was a scheduled loss of use.

Mr. Kalinkewicz said the premium for Excess Liability Insurance increased by approximately \$170, which was based on population. A request was made to approve the renewal of the Self Insurance Excess Liability coverage. The total cost of the coverage is \$24,493.

A motion was made by Mr. Barrett, seconded by Mr. Grattidge to approve the county's Self Insurance Excess Liability coverage at a cost not to exceed \$24,493. Unanimous.

Mr. Kalinkewicz said there was one vacancy at Maplewood Manor of one full time patient agent. A request is being made to split the position into two part-time positions to include a patient agent and receptionist.

A motion was made by Mr. Johnson, seconded by Mr. Lucia to approve splitting a vacant full time position into a part time position as patient agent and part time receptionist position at Maplewood Manor. Unanimous.

Mr. Schreiber said prior to last year his office used to receive approximately \$211,000/yr. from the Office of Indigent Legal Services. Changes were made and now requests for proposals are required for case specific grants. He said the first grant that he was successful in getting was for the Conflict Defender's Office, which was an enhancement grant and had to be used for something that you didn't have before. Mr. Schreiber said his office has been offered another grant referred to as the "Caseload Reduction Grant". The grant total is for \$255,463 for a three year period.

Mr. Schreiber said there are guidelines being pontificated by the Office of Indigent Legal Services for how many cases Public Defenders should do. This has already gone into effect in the five bureaus of New York City, and will probably come to upstate eventually, he said.

Currently, there is a lawsuit pending against New York State stating that the Public Defender System is broken, not successful and doesn't provide adequate legal services. He said this comes from a case where five counties are defendants, of which Saratoga County is not one of them. The guidelines that are being proposed are: 150 felonies, 400 misdemeanors, 450 family court cases per year per Public Defender or a combination thereof.

Mr. Schreiber said after reviewing the cases that were done through the Saratoga County Public Defender's office it appears that Saratoga County is way over the guidelines. A grant was applied for and offered for the purpose of caseload reduction. Mr. Schreiber is proposing the hiring of two new Assistant Public Defenders part time, with no benefits, to do night courts. He said, if the grant expires the part time Assistant Public Defender positions would expire.

A motion was made by Mr. Lawler, seconded by Mr. Barrett to approve a resolution to accept grant money for two part time Assistant Public Defenders at an amount not to exceed \$255,463. Unanimous.

Mr. Moore said every three years the county hires a broker/carrier for the county Insurance policy. This is Cool Insuring's third year as the county's broker and the carrier is NYMIR. The new coverage represents a 2.6% reduction. All the coverage will remain the same with separate umbrella coverage of \$5 million for the medical policies for Mental Health and Public Health and a separate \$5 million policy for Maplewood Manor. A handout of the Insurance Proposal was distributed to all committee members for their review. Mr. Moore said the county had budgeted for a 3% increase, so there will be an approximate savings of \$50,000.

Mr. Lawler asked if Cyber Liability was included in the policy. Mr. Moore said the county has not traditionally had that type of coverage. Mr. Gallo said he would get a price quote to Mr. Moore by 4/3/14.

A motion was made by Mr. Grattidge, seconded by Mr. Lucia to approve the renewal of the County's Insurance Policy as outlined and presented. Unanimous.

A copy of the vacancy review information was distributed to all committee members for their review.

A motion was made by Mr. Johnson, seconded by Mr. Barrett to approve the appointment of Frank McClement as acting Director of Veterans Affairs for the county. Motion passed. Mr. Lawler abstained, as Mr. McClement is on his town board; however, he said he felt Mr. McClement would make a great Acting Director.

On a motion made by Mr. Lawler, seconded by Mr. Barrett the meeting moved to Executive Session for the purpose of Personnel. Unanimous.

On a motion made by Mr. Barrett, seconded by Mr. Lawler the meeting reopened to regular session.

No action was taken.

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

Respectfully submitted,
Chris Sansom