

PERSONNEL AND INSURANCE COMMITTEE MINUTES

November 5, 2014 - 3:00 p.m.

Present: Chairman Daly; Supervisors Barrett, Grattidge, Lawler, Lucia, Johnson, Wright, Richardson and Sausville; Spencer Hellwig, Administrator; Jack Kalinkewicz, Sue Hoffman, Marcy McNamara, Bob Hartman, Personnel; Ryan Moore, Mgmt. Analyst; Steve Dorsey, County Attorney; Cathi Duncan, Public Health; Todd Shimkus, Saratoga Springs Chamber of Commerce; Patrick Malleolo, Marshall and Sterling; Erin Morrison, Girvin & Ferlazzo.

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

On a motion made by Mr. Lucia, seconded by Mr. Johnson the minutes of the October 1, 2014 meeting were approved unanimously.

Mr. Kalinkewicz distributed the monthly Self Insurance report to all committee members for their review.

Mr. Malleolo from Marshall and Sterling distributed a handout and gave a brief outline of the Health Insurance Renewal.

A motion was made by Mr. Lawler, seconded by Mr. Grattidge to approve the Health Insurance Renewal as outlined by Marshall and Sterling for Health, Dental and Retiree Benefit Package. Unanimous.

Mr. Malleolo said currently the Short Term Disability program is with The Hartford. The agency that handled the Hartford benefit was acquired by the Merriam Insurance Agency. Mr. Malleolo suggested moving the Broker of Record to Marshall and Sterling. This would allow Marshall and Sterling to go out to bid for this line of coverage and reduce costs.

A motion was made by Mr. Grattidge, seconded by Mr. Lawler to change from the current Broker of Record, Merriam Insurance Agency, to Marshall and Sterling. Unanimous.

Ms. Daly said the county has been involved in Road Patrol Negotiations this year and a contract has been negotiated.

Mr. Hellwig said four sessions were held and the negotiating team included Supervisors Daly, Grattidge, Chairman Sausville, Sheriff, Undersheriff, Mr. Moore, Mr. Hellwig and Personnel staff. The PBA voted on the agreement on October 7th and the actual Memorandum of Agreement was reached on September 17th. He said the contract actually expired in 2010, and for the years 2010 and 2011 those years were actually covered through interest arbitration. The new contract will cover budget years 2012 through 2018.

Ms. Morrison from Girvin and Ferlazzo highlighted some of the facts of the contract stating that it will be a seven year agreement which will cover through December 31, 2018. She said employees hired after the date of the resolution will be contributing 20%. Employees who are not currently contributing will now go to 5%; however, if they retire prior to December 31, 2018 they will retire at 0% contribution to their premium. With regard to the prescription drug plan, for mail order it is now 5/20/40 and 5/25/50.

Ms. Daly said in order to facilitate the contract, the resulting dollar amount that needs to be approved from the fund balance for the year 2012 amounts to \$47,500; the amount needed for the year 2013 is \$234,416; and for the year 2014 through December 31, 2018 is \$264,650. The total request to be removed from the fund balance is \$546,566.

A motion was made by Mr. Grattidge, seconded by Mr. Lucia to move money from the Fund Balance and approve the terms of the Road Patrol Contract. Unanimous.

Ms. Daly said when the recommendation was made for Cathi Duncan to become the Director of Public Health, Cathi also took on the responsibilities of the EI Coordinator in the Public Health Department. In assuming the responsibilities of the Director of Public Health, Cathi needed to relinquish those additional responsibilities. In a way to effectively and efficiently handle the relinquishing of those responsibilities the committee met and has recommended the creation of an EI (Early Intervention) Manager for the Public Health Department.

Ms. Daly said the Personnel Sub-committee met and reviewed all the duties and responsibilities as written by the Personnel and Public Health Department for this position. The position was researched throughout the region and the industry to come up with an appropriate salary and compensation plan for the position.

Mr. Hellwig said the program at one point had four service coordinators and Cathi was overseeing that group. Cathi has not only had to run the department, but handle a lot of the administrative work that is related to running the EI program. He said there are certain requirements that the State requires you follow under the program and it is essential that someone coordinates the program to make sure the tasks are accomplished. This is a state mandated program, he said. Mr. Hellwig said one of the four positions will remain vacant, as an offset to the hiring of an EI Manager.

A motion was made by Mr. Lucia, seconded by Mr. Johnson to amend the compensation plan to create a position of Early Intervention Program Manager. Unanimous.

A motion was made by Mr. Lawler, seconded by Mr. Johnson to move into Executive Session for the purpose of Personnel.

On a motion made by Mr. Johnson, seconded by Mr. Kinowski the meeting returned to Regular Session.

No action was taken.

On a motion made by Mr. Wright, seconded by Mr. Lawler the meeting was adjourned unanimously.

Respectfully submitted,
Chris Sansom