

Personnel and Insurance Committee Minutes
March 4, 2015 - 3:00 p.m.

Present: Chairman Daly; Supervisors Johnson, Lucia and Wright; Spencer Hellwig, County Administrator; Andrew Jarosh, County Treasurer; Marcy McNamara, Wendy Tennant, Robert Hartman, Personnel; Lisa McDonald, Sedgwick.

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

On a motion made by Mr. Wright, seconded by Mr. Johnson the minutes of the February 11, 2015 meeting were approved unanimously.

Mrs. McNamara distributed copies of the monthly Self Insurance Report to all committee members for their review and comment. She said there were 21 new cases in February.

Ms. Daly said the two large contracts for the year are Workers Comp and Healthcare. Given the amount of human capital that it takes to review contracts for Healthcare and Workers Comp, Healthcare is the priority for this year. In an effort to try and fairly distribute the workload amongst the committee and staff, we are looking at renegotiating the Healthcare contract for this year and looking to put Workers Comp out for one year.

Mrs. McNamara introduced Lisa McDonald from Sedgwick who gave a brief presentation on the Partnership between Saratoga County and Sedgwick. The following is an outline of the one year renewal extension.

- One year renewal option; minimal increase over existing rates
- 5% increase in program costs, but discontinuance of max limits for bill volume and new claim volume
- Elimination of bill review and claim count max - estimated to cost \$11,000 for this year; savings of at least that amount for the next year's renewal with the rate increase and no max counts
- Total Contract Price for one year renewal is \$292,880.32, up from the previous cost of \$278,933.64.
- Pricing for the one year extension would be for the period 7/1/2015 through 6/30/2016.

A motion was made by Mr. Lucia, seconded by Mr. Wright to approve a one year extension with Sedgwick Claims Management Service for the time period 7/1/2015 through 6/30/2016 in the amount of \$292,880.32. Unanimous.

Ms. Daly said the committee had a brief discussion last month with Marshall and Sterling about the potential of an increase for the purchase of some software in order to make sure that the county is in compliance with the Affordable Care Act. Since that meeting research has been conducted by the staff which included the Treasurer, Auditor, Personnel, and Administrator, where it was determined that the AS400 system can be utilized to keep the county in compliance with the Affordable Care Act, saving the county money.

Ms. Daly said the Chairman has asked that the committee review the current travel and reimbursement policy. This is only a policy that refers to management and confidential employees as all other employees are covered by contract. She said the current policy in place has not been reviewed since 1987. A copy of what the State of New York reimbursements are was distributed to all committee members for their review.

Mr. Johnson offered to draw up a proposed revision to the current policy and report back to the committee.

Ms. Daly distributed a copy of the current Vacancy Review Process that was last revised in 1992 and is in need of a new revision. She said she would like to forward this on to the Personnel Subcommittee to work in conjunction with the Chairman and Administrator to establish recommendations and appropriate revisions to the policy and report back to the committee.

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

Respectfully submitted,
Chris Sansom