

Human Resources & Insurance Committee Minutes
April 4, 2018 – 3:00 p.m.

Present: Chairman Tom Wood; Supervisors Vincent DeLucia, Alan Grattidge, Art Johnson, Dick Lucia, Bill Peck, Mo Wright and Chairman of the Board Ed Kinowski; Spencer Hellwig, Chad Cooke, County Administrator; Marcy McNamara, Diane Brown, Wendy Tennant, Human Resources; Chris Schall, Auditor; John Warmt, Purchasing; Rick Castle, Sheriff; Dominic Gallo, Jane Sexton, Cool Insurance; Barbara Thomas, League of Women Voters.

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

On a motion made by Mr. Lucia, seconded by Mr. Peck, the minutes of the March 8, 2018 meeting were approved unanimously.

The workers' compensation monthly report was distributed. There were 32 new claims in March 2018 with a total payout of \$463,311.54. Mrs. McNamara said that this figure includes two settlements for Maplewood Manor cases. 20 of the 36 cases have settled at this point. Of the 32 claims in March, 6 did not call the 1-800 number, however three of the cases were warranted.

A motion was made by Mr. Wright, seconded by Mr. Johnson, to authorize a 1-year renewal of the Worker' Compensation Excess Employer Liability Coverage through Capitol Indemnity Corporation in the amount of \$23,594. Unanimous.

Mr. Wood said that the amount is approximately \$400 higher than last year's premium. Amsure is the agency that handles the policy for the County.

A motion was made by Mr. DeLucia, seconded by Mr. Lucia, to revise Chapter 2, Section J of the Policies and Procedures Manual entitled Sale or Disposition of County Personal Property to update references from Director of General Services to Director of Purchasing. Unanimous.

Mr. Wood said that the policy was created in 2008. Changes primarily reflect changes in position titles and responsibilities. A new paragraph addresses items that were purchased using grant funds. Mr. Kinowski addressed the possibility of intermunicipal agreements when the County disposes of items that could be of use to municipalities and vice versa.

A motion was made by Mr. Grattidge, seconded by Mr. Peck, to authorize a renewal of the County's property and casualty insurance policies. Unanimous.

Mr. Cooke distributed a handout comparing the expiring coverages vs the proposed coverages. Mr. Cooke said that inland marine coverage will switch from Travelers Insurance to Chubb Insurance. Last year was the final expense for NYMIR Cap fee. The renewal cost for this year is \$725,013.75. Mr. Gallo said that throughout the year they constantly reconcile the equipment list due to additions or deletions of equipment.

The vacancy review report was distributed and Mrs. McNamara gave an overview on the positions that are vacant at this time.

A motion was made by Mr. Peck, seconded by Mr. DeLucia, the meeting was adjourned to Executive Session for the discussion regarding employment status of certain employees. Unanimous.

A motion was made by Mr. Grattidge, seconded by Mr. Johnson, the meeting was reopened to Regular Session. Unanimous.

No action was taken in Executive Session.

A motion was made by Mr. Johnson, seconded by Mr. Peck, to authorize an amendment to the 2018 Compensation Schedule to reclassify (5) Lieutenant positions to (5) Captain positions in the Sheriff's Department with a base salary of \$96,324, Grade 20 in the Management Compensation Matrix. Unanimous.

A motion was made by Mr. Peck, seconded by Mr. Lucia, to authorize an amendment to the 2018 Compensation Schedule to create a Grade 26 in the Management Compensation Matrix. Unanimous.

Mr. Peck said that he is moving this item in order to accommodate the reclassification of the previous resolution, other grade levels need to be reworked.

A motion was made by Mr. Peck, seconded by Mr. DeLucia, to authorize amendments to the 2018 Compensation Schedule to reorganize several management positions. Unanimous.

Mr. Wood said that the following titles would be affected by the changes: County Administrator, County Attorney, Deputy County Administrator, Commissioner of Social Services, Director of Human Resources, Commissioner of Mental Health and Addiction Services, Sewer District Executive Director, Undersheriff, and Chief Deputy. Mr. Peck said that he is moving this item under the same reasoning that under the reclassification of Lieutenants to Captains, other management positions need to be reclassified.

Mr. Wood apologized to the Health and Social Programs Committee for going over the allotted time. There are additional items under other business that will need to be taken up at a future meeting.

On a motion made by Mr. DeLucia, seconded by Mr. Johnson, the meeting was adjourned unanimously.

Respectfully submitted,
Therese Connolly
Deputy Clerk of the Board