

Human Resources & Insurance Committee Minutes
May 2, 2018 – 3:00 p.m.

Present: Chairman Tom Wood; Supervisors Vincent DeLucia, Alan Grattidge, Art Johnson, Dick Lucia, Bill Peck and Mo Wright; Spencer Hellwig, Chad Cooke, County Administrator; Steve Dorsey, George Conway, County Attorney; Diane Brown, Human Resources; Kelsey Wilk, CorVel.

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

On a motion made by Mr. DeLucia, seconded by Mr. Lucia, the minutes of the April 4, 2018 meeting were approved unanimously.

Mrs. Brown distributed copies of the Workers Compensation Monthly Report. There were 31 new claims for a total amount of \$430,470.92 for April 2018. Total payout YTD is \$1,379,574.38 which is 24% of the budget. Of the 31 calls 9 were report only, 6 did not call the 1-800 number but three of these were appropriate. There are 26 open Maplewood Manor claims remaining.

A motion was made by Mr. DeLucia, seconded by Mr. Peck, to authorize a two and one half year contract with CorVel Corporation in the amount of \$401,120 for services associated with administering the County's Workers' Compensation Plan for the term from July 1, 2018 to December 31, 2020. Unanimous.

Mr. Wood said that the current contract expires at the end of June 2018. This new agreement term will bring the contract in line with the County's fiscal year. Mr. Wood said that the County saved over \$600K in the first year of working with CorVel. The first year of the new agreement will be for \$157,700 which is actually \$1,300 less than the current agreement and is due to a decrease in anticipated annual claims.

Mr. Wood gave an update on Workers Compensation Legislation. The new maximum weekly benefit workers compensation wage rate is determined by the State Labor Department and will be increased from \$870.61 to \$904.74 as of July 1, 2018.

Medical fees for Medical Providers has not been increased since 1996 and the Workers Comp. Board is currently reviewing these fees. It's anticipated that there will be an increase decided in June.

Mr. Wood said that over the past several months the County has been preparing for an upcoming Civil Service review. Mrs. Brown said that the County's Civil Service Department provides Civil Service for the entire county with the exception of the Cities of Saratoga Springs and Mechanicville. This covers all of the Towns, nine villages, nine school districts, six public libraries, and two special districts, with approximately 15K employees. Mrs. Brown distributed a handout describing different classifications of positions, exempt, non-competitive, labor and

competitive, and indicating how changes are made to the classification of different positions. In 2017 the HR Department was notified that there will be a technical assistance review in July 2018 and in anticipation of this an internal audit was completed. 37 positions were identified as needing additional revisions. The necessary public hearings for changes were held in February 2018. Mrs. Brown said that the Civil Services Rules are also being worked on.

Mr. Wood gave an update on the Emergency Preparedness Committee. This group was formerly known as the Emergency Action Group and was formed to identify problem areas and actions needed in order to keep the County buildings and personnel safe. The security cameras and door locks recently installed were paid for by a grant which was applied for by the group. The Committee is now headed by Deputy Ken Cooper and they recently met on April 27. They are currently looking into the potential of AED machines, and procedures regarding the security cameras and door locks. The Committee will be meeting quarterly.

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

A motion was made by Mr. Lucia, seconded by Mr. Wright, the meeting was adjourned to Executive Session for a discussion regarding a personnel disciplinary matter. Unanimous.

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

No action was taken in Executive Session.

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

Respectfully submitted,
Therese Connolly
Deputy Clerk of the Board