

Human Resources & Insurance Committee Minutes  
May 8, 2019 – 3:00 p.m.

Present: Chairman Tom Wood; Committee Members Art Johnson, Dick Lucia, Matt Veitch; Supervisor Tara Gaston and Chairman of the Board Kevin Tollisen; Spencer Hellwig, County Administrator; Steve Dorsey, County Attorney; Marcy McNamara, Wendy Tennant, Human Resources; Scott Brackett, CSEA; 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. Veitch, the minutes of the April 3, 2019 meeting were approved unanimously.**

The workers compensation monthly report was distributed and Mrs. McNamara gave a brief overview. There were 20 new claims for the month of April, of which 6 were report only. The first tick bite of the season was reported from the Sheriff's Department, due to a search in the woods. Total paid YTD was \$984K which is 22% of the budget. Only one claim did not call the 1-800 number and it was a legitimate emergency. Mrs. McNamara said that two frauds were caught, a media release will be done to make people aware that claims are investigated and fraudulent charges will be caught.

Mrs. Tennant said that the annual workers compensation actuarial study was done. The actuary reviews the reserves and any claims that are incurred but not reported. The report findings show that the estimated total loss reserves came in at \$22.9M, which is currently funded at 44% in the Contributory reserve. If the County remains on the same track with loss development, lower claims settlements, the fund should be fully funded within the foreseeable future. There are currently only two counties in New York State, Chemung and Warren, that are fully funded. This is the first time that Saratoga County has seen a reduction in the reserve estimation, which was \$1.7M. Mrs. McNamara said that this is due to the settlements. Mr. Wood said that after the five years, the rates charged to the Towns could be reduced.

**A motion was made by Mr. Veitch, seconded by Mr. Johnson, to authorize a contract with Girvin and Ferlazzo, P.C. for professional legal services for the term from January 1, 2019 through June 30, 2019 in an amount not to exceed \$40,000. Unanimous.**

Mr. Wood said that Girvin and Ferlazzo's contract expired at the end of 2018, however Mr. Girvin has continued to do some work for the County. This agreement will cover the work for the first six months of 2019.

**A motion was made by Mr. Lucia, seconded by Mr. Johnson, to authorize a contract with Goldberg Segalla for professional legal services for the term from June 1, 2019 through May 31, 2021 based on hourly rates. Unanimous.**

Mr. Wood said that an RFP was sent out and 6 responses were received. Mr. Wood said that Goldberg Segalla are a large statewide firm that has a number of specialists within the firm, and

will be very capable of handling any issues that could potentially come up. There is no retainer and have a variety of rates, \$225/hr. for partners and special counsel, \$200/hr. for associates and \$100/hr. for paralegals. They have a separate workers comp. department which is also positive. They are statewide but have a local office in the Albany/Latham area. There is no cap on the agreement. Mrs. McNamara said that goal is to have Mr. Conway perform the work and only use outside counsel when needed. Mr. Hellwig said that the biggest change is that there is no retainer, a lot of the work is now being done by HR.

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

Mr. Wood said that during CSEA negotiations, one item that was not finalized or decided upon was Volunteer Firefighters who are County employees that need to leave work to answer a call. Mr. Wood said that they are looking for ideas and suggestions regarding how to handle this. Mr. Brackett said that he was been in the Fire service for 33 years and has been with the County for almost 26 years. When he first started, volunteers were allowed to leave to fight the fire and come back without problem. Years back this changed where employees have to punch out to fight the fire and use their own time. Issues also arise when they are busy fighting a fire and may not have the ability to call in, making them late for their shift. Mr. Brackett said that they would like to meet the County half way on this issues. They are looking for a policy and welcome any ideas on how to handle this. Mrs. McNamara said that this was not put in the contract because they did not want to be tied to it for several years. If a policy was developed, that policy could be amended if needed for what works best. At this point, there are currently around a dozen volunteers in the Public Works Department. Mrs. McNamara said that the Town of Wilton recently amended their policy on the matter. Mr. Wood suggested also reaching out to other Counties in the State and said that they would like to receive any ideas and suggestions. Mrs. McNamara said that they hope to have a draft ready next month or the following.

Mr. Wood said that the intern program is starting up. There are seven departments that will have interns, 2 in the Sheriff's Department and 1 in each of the Probation, Public Defenders, Mental Health & Addiction, Historian, Aging, and Emergency Services Departments. The interns will be working for eight weeks and will all participate in an orientation program prior to their start date. Guidance to the interns will be provided by the Department Heads. The interns will each submit a final report at the end of the program.

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

Respectfully submitted,  
Therese Connolly  
Deputy Clerk of the Board