



Human Resources & Insurance Committee

Wednesday, December 6, 2023 3PM
40 McMaster Street, Ballston Spa, NY

Minutes

Present: Chairman Kevin Tollisen; Committee Members C. Eric Butler, Joe Grasso, John Lant, Bill Peck, Jean Raymond.

Absent: Sandra Winney

Supervisor Ed Kinowski; Steve Bulger, Ridge Harris, Stephanie Hodgson, Christine Rush, County Administrator; Michelle Granger, County Attorney; Scot Chamberlain, Wendy Tennant, Lisa Masten, Human Resources.

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

On a motion made by Mr. Grasso, seconded by Mr. Butler, the minutes of the November 1, 2023 meeting were approved unanimously.

Mr. Chamberlain gave an overview of the Workers compensation report. Discussion ensued.

A motion was made by Mr. Grasso, seconded by Mr. Peck, to authorize an agreement with Saratoga Hospital Inc. Corporate Health Services for the provision of physical examinations and laboratory testing services. Unanimous.

Contract term will run from January 1, 2024 - December 31, 2024.

A motion was made by Mr. Lant, seconded by Mr. Butler, to authorize a renewal agreement with Bishop House Consulting, Inc. Unanimous.

Mr. Chamberlain gave an overview of the services provided with this agreement. Discussion ensued.

A motion was made by Mrs. Raymond, seconded by Mr. Grasso, to authorize a temporary increase in compensation for Deputy Chief Auditor Julie Bosley for additional Auditor duties performed. Unanimous.

Mr. Chamberlain reported that Auditor Darcy Plummer retired on September 19, 2023. Deputy Chief Auditor Bosley's assumed many of the responsibilities of the role. Ms. Bosley's salary will temporarily increase to \$41.74 per hour from the date the position was vacated until a new Auditor is appointed. Discussion ensued. This reflects an \$8 per hour increase.

A motion was made by Mr. Butler, seconded by Mr. Lant, to authorize an agreement with Bartlett, Pontiff, Stewart and Rhodes, PC for Labor Relations Services. Unanimous.

This agreement will be for a term of two years, with a monthly retainer not to exceed \$84,000 per year. Rates not to exceed \$250/hour for work performed by attorneys and \$90/hour for work performed by paralegals.

A motion was made by Mr. Butler, seconded by Mrs. Raymond, to authorize an agreement with CCA (Corporate Counseling Associates, Inc.). Unanimous.

This agreement will be for a term commencing February 1, 2024 and ending December 31, 2024. Mr. Chamberlain gave a brief overview of the services provided to County employees. Discussion ensued.

A motion was made by Mr. Grasso, seconded by Mr. Butler, to authorize an agreement with Select Actuarial Services, SAS LLC for actuarial consulting services for the workers compensation plan. Unanimous.

Mr. Chamberlain reported that this went through the RFP process. Three vendors were interviewed.

The Human Resources Department were thanked for their work during the year.

On a motion made by Mr. Grasso, seconded by Mrs. Raymond, the meeting was adjourned unanimously.

Respectfully submitted,
Therese M. Connolly
Clerk of the Board