

Personnel and Insurance Committee Minutes
March 2, 2106 – 3:00 p.m.

Present: Chairman Wood; Supervisors Grattidge, Kinowski, Lewza, Lucia, Allen and Wright; Spencer Hellwig, Administrator; Brian O’Conor, Auditor; Marcy McNamara, Wendy Tennant, Stephanie Monaco, Personnel; Hugh Burke, County Attorney; Pat Malleolo, Marshall & Sterling; Matt Zur, BlueShield.

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

On a motion made by Mr. Lucia, seconded by Mr. Grattidge the minutes of the February 3, 2016 meeting were approved unanimously.

Mrs. McNamara gave a brief overview of the monthly Self-Insurance Report stating that the February claims were down by 2. She said the total expenses are \$320,000, up by \$140,000 due to claim payouts that were mandatory.

Mr. Wood said the RFP’s were sent out on February 12th for Workers Comp, and were due back on February 26th. He said nine completed proposals were received. There is a subcommittee meeting scheduled for March 8th at 10:00a.m. to identify the weaknesses and strengths of the nine proposals that were submitted, narrowing it down to the top three, which will brought to the April committee meeting for consideration.

Mr. Malleolo from Marshall & Sterling updated the committee on the Blue Shield Wellness program. He said the goal is to work with Blue Shield over the course of the year to roll out some wellness initiatives that would be of low impact to the county from a work prospective, but give the employees an opportunity to pick up some knowledge about what is going on in the wellness area.

Mr. Zur outlined the 2016 Wellness programs as follows:

- April – National Walk at lunch day on April 27th to kick off a four week Walking Works Program. The walking program can be tracked both on line and by paper. At the conclusion of the program small prizes would be awarded for some of the top teams and top walkers.
- June – Promotion of the new Nutrition Program, which is called Healthy Life Rewards. During the month of June it would be promoted at different locations throughout the county via informational sessions on how to sign up and use the program. Through the month there would be tracking of all the employees that use the program, offering prizes at the end of the month to all participants.

- October - Health Holiday workshops. Working to get more nutritional information to staff around the holidays.

Mr. Malleolo said Medicare Reimbursement Part B has had a big movement this year, going up to \$121.60 a month. The current reimbursement from the county is \$96 a month for retired employees. Mr. Malleolo said the rates paid by retirees vary depending on when they retired and what they earn after retirement.

Mrs. McNamara gave a brief overview of the proposed changes to the County Health Insurance Policy and Personal Leave Policy as follows:

Health Insurance Policy Revisions

- To include the affordable care act
- Special Enrollment and Disenrollment information was added
- Eligibility for insurance was revised
- Clarifications were conveyed to the section where insurance begins and the dollar amount of “in lieu of “ was removed, in the event that it was ever changed the policy would not have to be changed.

A motion was made by Mr. Grattidge, seconded by Mr. Lewza to approve the revisions to the County’s Health Insurance Policy as stated. Unanimous.

Personal Leave Policy Revisions

- Those full time employees not covered by a labor agreement shall be eligible to receive the same number of personal days as those employees covered under the labor agreements.
- Any personal time still available at the conclusion of the year shall be converted to sick time at the conclusion of the benefit year.

A motion was made by Mr. Kinowski, seconded by Mr. Lucia to approve the Personal Leave Policy Revisions as outlined. Unanimous.

Mrs. McNamara distributed a copy of the vacancy review report to all committee members and gave a brief overview.

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

Respectfully submitted,
Chris Sansom