



Human Resources & Insurance Committee

Wednesday, October 2, 2024 2:30PM
40 McMaster Street, Ballston Spa, NY

Minutes

Present: Chairman Kevin Tollisen; Committee Members C. Eric Butler, John Lant, Tom Richardson, Angela Thompson, Matt Veitch.

Absent: Mo Wright

Steve Bulger, Stephanie Hodgson, Christine Rush, County Administrator; George Conway, County Attorney; Scot Chamberlain, Katie Bottger, Human Resources.

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

On a motion made by Mr. Veitch, seconded by Mr. Butler, the minutes of the September 4, 2024 meeting were approved unanimously.

Mr. Chamberlain gave an overview of the Workers' Compensation Report that was distributed with the agenda.

A motion was made by Mr. Veitch, seconded by Mrs. Thompson, to authorize an agreement with The Segal Group, Inc. for RFP Services. Unanimous.

This broker was chosen to oversee the Request For Proposals process for health benefit services, including health insurance, dental, retiree benefits, and flexible spending.

A motion was made by Mr. Lant, seconded by Mr. Butler, to authorize amending the County's Policies and Procedures Manual to revise the Union Rights Policy and Process. Unanimous.

The HR and Insurance Policy Review Subcommittee recommended amending this policy. Last revised in 1980, this change will allow the policy to remain consistent with collective bargaining agreements.

A motion was made by Mr. Veitch, seconded by Mr. Richardson, to authorize amending the County's Policies and Procedures Manual to revise the Personal Leave Time Policy and Process. Unanimous.

The HR and Insurance Policy Review Subcommittee recommended this revision to ensure that the policy aligns with the specific contract terms of each union and to minimize the need for frequent updates.

A motion was made by Mrs. Thompson, seconded by Mr. Butler, to authorize amending the County's Policies and Procedures Manual to revise the Sick Leave Policy and Process. Unanimous.

The HR and Insurance Policy Review Subcommittee recommended revising the policy to remain consistent with collective bargaining agreements.

On a motion made by Mr. Richardson, seconded by Mrs. Thompson, the meeting was adjourned unanimously.

Respectfully submitted,
Bridget M. Rider, Deputy Clerk of the Board