

PERSONNEL COMMITTEE MINUTES
October 5, 2023

Present: Legislator Keith Flesher; Legislator W. Jake Brown; Legislator Dale Weston; Legislator Tracy Monell; Linda Parke, Personnel Officer; Kelly Quick, Senior Civil Service Technician and Alex Freyvogel, Benefits Manager.

Guest(s): Legislative Chair Marte Sauerbrey; Legislator Bill Standing; County Attorney, Peter DeWind and Cathy Haskell, Legislative Clerk.

The meeting of the Tioga County Personnel Committee was called to order at 10:31 a.m.

APPROVAL OF MINUTES: Motion was made by Legislator Flesher, seconded by Legislator Weston to approve the September 7, 2023, Personnel Committee meeting minutes, motion carried.

I. FINANCIAL

A. Alex Freyvogel, Benefits Manager:

2023 Health Insurance

In September, \$35,410.00 was paid out of the 2023 HRA with four (4) employees reaching their deductible. A total of 71 employees with a total of \$739,266.75 paid out of HRA to date.

Insurance Negotiations

Excellus made an initial proposal of a 14% increase over last year's premium, which as of 10/4/23 has been brought down to a 9.8% increase. We countered this at 6.5% and are awaiting a response. We have begun an inquiry into Dental and Vision plans in response to employee complaints regarding the high premiums and small networks of the CSEA plans.

Health Insurance Levels

It has been asked if adding an Employee+Spouse level to our Health Insurance will create cost savings for the County. When rates are negotiated, the insurer has a monetary amount they intend to collect from the employer and adjust the premiums accordingly. If an Employee+Spouse level were to be added, the premiums for that level would likely be lower than the family level, but Excellus would raise the premium on the family level to make up the difference.

Worker's Compensation

The addition of Election Workers and Cleaners is anticipated to increase the cost of Stop-Loss Coverage by approximately \$2310.00 per year and fees paid to the Workers' Compensation Board by approximately \$542.85 per quarter. There will be no impact on the administrative fees we pay Triad.

B. Linda Parke, Personnel Officer:

Budget Tracking Report: The budget tracking report as of the end of September was reviewed. We have collected \$2,840.75 (69.6%) of our projected revenue and spent 53% of our appropriations.

II. OLD BUSINESS

None.

III. NEW BUSINESS

3rd Quarter Exit Interview Report: The 3rd Quarter Exit Interview report was distributed for review. The questionnaires were sent to the corresponding Department Heads and Committee Chairs earlier in the week.

IV. PERSONNEL

The Head Count Report as of October 4, 2023, was displayed. There are 54 FT and 19 PT funded vacancies. Funded vacancies with active recruitment: DSS – Accounting Associate III, Caseworkers, Office Specialist I, Social Welfare Examiner, Support Investigator, Case Supervisor Grade B, HEAP titles: Office Specialist I; Mental Hygiene – Clinical Social Worker, Senior Clinical Social Worker (School/Community Based), Certified Alcohol & Drug Counselor. Probation – Probation Officer 1; Public Defender - PT Assistant Public Defender; Public Health – Public Health Sanitarian, PT Dentists (2) and Speech Language Pathologist; Public Works – Engineering Technician, Heavy Equipment Mechanic I, Seasonal Highway Worker and seven (7) newly created Cleaner I positions; Sheriff's Office – Correction Officer's, Public Safety Dispatcher Trainee (2), Deputy Sheriff and PT Cook.

The Vacancies Filled-Salary Difference Report shows seven (7) changes since the September meeting with a monthly impact of (\$8,466.00) and YTD of (\$61,230.00). The Change in Classification chart has no changes. The Temporary Appointments chart shows two SWE positions were filled for HEAP 9/25/23-2/23/24. One Public Health Educator resigned, this position was funded through 12/31/23.

RESOLUTIONS

Amend Resolution 370-23; Cleaner Positions (Public Works): This resolution amends resolution 370-23 to reflect the 2023 hourly wage for the (7) Full-time cleaner I positions (CSEA SG 8) at an hourly rate of \$16.43.

Unfund (1) Full-time Clinical Social Worker and Create (1) Full-time Mental Hygiene Compliance Officer (Mental Hygiene): The Director of Community Services has reviewed the staffing needs within the

Department of Mental Hygiene and has submitted a new position duties statement to the Personnel Department. Upon review, the Personnel Officer has determined the appropriate classification for said title. This resolution unfunds one (1) vacant full-time Clinical Social Worker position effective October 10, 2023, and creates one (1) full-time Mental Hygiene Compliance Officer (M/C \$59,610 - \$69,610 effective October 10, 2023, and filled in accordance with payroll requirements.

- V. PROCLAMATIONS – None
- VI. Executive Session – Executive Session was called to discuss a personnel matter at 10:40
- VII. ADJOURNMENT – 11:03