

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PERSONNEL & HIGHER EDUCATION

DATE: JUNE 29, 2017

COMMITTEE MEMBERS PRESENT:

SUPERVISORS SEEBER
FRASIER
MCDEVITT
BROCK
MONTESI
BRAYMER
GERAGHTY
SIMPSON
HYDE

OTHERS PRESENT:

REPRESENTING SUNY ADIRONDACK:
DR. KRISTINE DUFFY, PRESIDENT
ANN MARIE SOMMA, VICE PRESIDENT FOR ADMINISTRATIVE SERVICES &
TREASURER
REPRESENTING JAEGER & FLYNN ASSOCIATES, INC.:
MATT SCHUETTE, AGENCY PARTNER
KURT JAEGER, EXECUTIVE VICE PRESIDENT & CHIEF MARKETING DIRECTOR
RONALD CONOVER, CHAIRMAN OF THE BOARD
BRIAN REICHENBACH, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK THOMAS, BUDGET OFFICER
SUPERVISORS BEATY
DICKINSON
MACDONALD
SOKOL
JOANN MCKINSTRY, ASSISTANT TO THE COUNTY ADMINISTRATOR
PATRICIA NENNINGER, PERSONNEL OFFICER
JENNIFER HOWE, EXECUTIVE ASSISTANT TO THE COUNTY HUMAN
RESOURCES DIRECTOR
MIKE SWAN, COUNTY TREASURER
WILLIAM VANNESS, COMMISSIONER OF BOARD OF ELECTIONS (R)
ELIZABETH MCLAUGHLIN, COMMISSIONER OF BOARD OF ELECTIONS (D)
A. JOSEPH SCOTT III, HODGSON RUSS, LLP
STEVE TAMM, CHIEF EXECUTIVE OFFICER, SILVER BAY ASSOCIATION
KARA LAIS, FITZGERALD MORRIS, BAKER & FIRTH
AMY CLUTE, SELF-INSURANCE ADMINISTRATOR
SARAH MCLLENITHAN, DEPUTY CLERK OF THE BOARD

COMMITTEE MEMBERS ABSENT:

SUPERVISORS VANSELOW
LEGGETT

Please note, the following contains a summarization of the June 29, 2017 meeting of the Personnel & Higher Education Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <http://warrencountyny.gov/gov/comm/Archive/2017/personnel/>

Supervisor Seeber called the meeting of the Personnel & Higher Education Committee to order at 10:00 a.m.

Motion was made by Mr. Simpson, seconded by Mrs. Frasier and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Copies of the meeting Agenda were distributed to the Committee members and a copy of same is on file with the meeting minutes.

Commencing with the Agenda review, Ms. Seeber offered privilege of the floor to anyone present wishing to address the Committee on any matter. There being no response, she moved on to Agenda Items 1A-B which pertained to SUNY Adirondack/Higher Education Information and she offered privilege of the floor to SUNY Adirondack representatives to expound on them, as follows:

- 1A) SUNY Adirondack representatives to provide an update regarding the Excelsior Scholarship and the construction of the NSTEM (*Nursing, Science, Technology, Engineering & Mathematics*) and WORC (*Workforce Readiness Center*) Buildings.

Dr. Kristine Duffy, *President, SUNY Adirondack*, advised the Excelsior Scholarship was going to be administered by the HESC (*Higher Education Services Corporation*) which administered TAP (*Tuition Assistance Program*) for New York State, as well. She mentioned on June 27th SUNY Adirondack had partnered with area school districts to host an informational session to answer questions and share information with regard to the Excelsior Scholarship which was well attended. She stated thus far HESC had received about 40,000 applications from individuals statewide but she was unsure how many of those were for SUNY Adirondack. She reminded them the application process commenced on June 7th and ceased on July 21st for the Fall Semester which did not allow for a significant amount of time to assist students with the application process.

Dr. Duffy apprised that the construction of the NSTEM and WORC buildings remained on time and within budget. She said they planned on scheduling a grand opening ceremony for the Science building in September and noted all members of the Board of Supervisors would be invited. She stated she felt the faculty and students would be impressed with the building once it was finished, as it was an amazing space with cutting edge technology.

In regards to enrollment for the Fall Semester, Dr. Duffy stated she was pleased to report their admission applications for the Fall 2017 semester had increased over the prior year; however, she noted, the exact outcome of the fall registration could not be calculated until after the Fall semester commenced. She said registration for new students had increased slightly which she found to be encouraging.

- 1B) Request to transfer several deferred maintenance projects which were previously approved for Warren Hall into one capital fund to make accounting for the project and submission for reimbursement requests to the State more streamlined. (*Note: Committee approval is required in order to refer to Finance*).

Ann Marie Somma, *Vice President for Administrative Services & Treasurer*, explained their request encompassed moving money from an existing capital project to a new capital project. She noted the request did not include any new money, as the source of funding consisted of chargebacks and did not involve funding provided by the County. She mentioned upon occasion the State would request that they move money amongst capital projects such as this was. She stated this request involved investment performance money they received from SUNY to complete an expansion of Warren Hall to create a Center for Student Success within Warren Hall. She continued, when they received the funding they already had existing projects for Warren Hall that were ongoing such as repairs to the parking lot and lighting, etc. to create a Center for Student Success. She advised the request before them consisted of transferring those six existing projects for Warren Hall and their funds into the newly created project number provided by the State when they allocated the \$1.2 million to expand the project.

Ms. Braymer asked if the existing projects had been completed and whether the funds remaining were sitting in an account and Ms. Somma replied in the negative. She explained the projects would be

completed as part of the work currently going on and she clarified the intention was to address all of these other projects for Warren Hall within the larger one.

A discussion ensued following which a motion was made by Mr. Montesi, seconded by Ms. Braymer and carried unanimously to approve the request and refer same to the Finance Committee.

Proceeding with the Agenda review, Ms. Seeber informed Agenda Item 2A-D consisted of the following Items/Requests to be discussed by the Human Resources Director and/or Personnel Officer:

2A) Review of report on tracking of vacancies filled. *Report provided for informational purposes.*

2B) Request to approve the revisions to the Warren County ADA/Section 504 Policy.

At Ms. Seeber's request, Amy Clute, *Self-Insurance Administrator*, addressed Item 2B, explaining that she and Jackie Figueroa, *County Human Resources Director*, had worked together on the revisions to the Warren County ADA/Section 504 Policy which related to when an employee requested accommodations to their work site in order to perform the essential functions of their job. She said they were proposing that the language be added to the Policy along with three forms, one of which was completed by the employee asking for the accommodation and then forwarded to the Human Resources Department, following which the Human Resources and Self-Insurance Departments would review and discuss the request to determine whether it should be approved. In regards to funding for purchases related to the accommodation requests, she said Ms. Figueroa had proposed transferring \$1,500, from a source to be determined, into an account that would be established for this purpose. She mentioned they were unsure how many and/or what type of accommodation requests they would receive, but said they hoped \$1,500 would be sufficient for the remainder of the year; she added that during the 2018 budgeting process they should have a better idea of how much funding was appropriate. She noted they had tested the forms when addressing a recent accommodation request from an employee and they had worked well.

Ms. Seeber commended both Ms. Clute and Ms. Figueroa on their efforts in making these updates, as the revised forms would work much better than the way in which these requests were previously handled. She explained currently, all requests were reviewed by the employees respective Department Head and if there were not funds available in the existing budget to accommodate the request, it was generally denied. She said the new process allowed the employee who was making the request to have a confidential conversation with Ms. Clute and Ms. Figueroa to ensure their privacy was respected in discussing the medical issue requiring the accommodation. She added it also provided a centralized office for these requests to be filtered through to ensure the appropriate system of checks and balances was in place, while offering a separate funding source to ensure there was no impact to departmental budgets and providing equal access to benefits. She concluded this new procedure would streamline the process, similar to the way in which they had streamlined the tuition reimbursement request process, to ensure requests were addressed in a simple, centralized manner allowing employees to see assistance when required.

Motion was made by Mr. Simpson, seconded by Mrs. Frasier and carried unanimously to approve the revisions to the Warren County ADA/Section 504 Policy, as presented, as well as to refer same to the Finance Committee to determine a source of funding in the amount of \$1,500 to establish a preliminary 2017 Budget for any purchases associated with accommodation requests.

Moving along, Ms. Seeber stated Agenda Item 3 involved a referral from the County Facilities Committee, *Buildings and Grounds*, pertaining to a request to amend the Table of Organization and Salary Schedule to create the position of Building Maintenance Worker- Temporary, *Grade 6, Annual Salary \$30,187*, effective July 24, 2017.

Motion was made by Mr. Simpson, seconded by Mr. Montesi and carried unanimously to approve the request and the necessary resolution was authorized for the July 21st Board Meeting.

Continuing with the Agenda review, Ms Seeber apprised that Agenda Item 4 pertained a referral from the Criminal Justice & Public Safety Committee, *District Attorney*, regarding a request to amend the Table of Organization and Salary Schedule to decrease the salary of the First Assistant District Attorney from \$99,220 to \$93,000 effective retroactive to June 20, 2017.

Motion was made by Ms. Braymer and seconded by Mr. Montesi to approve the request as outlined above.

Mr. Montesi stated there would be a number of changes forthcoming within the District Attorney's Office which they would have to manage as they were brought before them.

Mr. McDevitt questioned whether the County had any input or control over the District Attorney's salary, currently set at \$183,400; in response, Ms. Seeber asked Mr. Thomas to clarify the breakdown of responsibility for the salary between the State and the County. Mr. Thomas informed approximately \$150,000 of the District Attorney's salary was paid by the State with the remainder paid by the County. Mr. Thomas mentioned the District Attorney position's salary increases for both this year and last were paid by the County. Mr. McDevitt inquired whether the County had any control over the portion of the salary they were responsible for and Mr. Thomas replied in the negative, noting the salary was set by the State.

Ms. Seeber suggested if Mr. McDevitt took issue with the salary that he contact his State representatives since the salary was set by the State. Mr. McDevitt commented he felt the salary was quite exorbitant for the County and Mr. Montesi pointed out the salary may be low as compared to the salaries of the District Attorney's in the New York City region. Mike Swan, *County Treasurer*, confirmed that the salary was mandated by the State, noting the salary amount was pro-rated by location across the State; he concurred that the salary for the Warren County District Attorney was lower than most others across the State.

Ms. Seeber called the Committee's attention back to the motion on the floor which was to decrease the salary of the First Assistant District Attorney from \$99,220 to \$93,000 effective retroactive to June 20, 2017. She called the question and the motion was carried unanimously to approve the request and the necessary resolution was authorized for the July 21st Board Meeting.

Proceeding with the Agenda review, Ms. Seeber stated Agenda Item 5 pertained to a referral from the Health, Human & Social Services Committee, *Social Services*, regarding a request to amend the Table of Organization and Salary Schedule to create the position of Community Services Aide, *Hourly Wage to be determined*, effective July 21, 2017.

Patricia Nenninger, *Personnel Officer*, advised her office was reviewing the position to determine whether the scope of work was appropriate for the title proposed; therefore, she said, the resolution which came before the Board at their July 21st meeting may be different from the one proposed here, but there would be no changes in the associated scope of work.

Motion was made by Mr. Simpson, seconded by Mrs. Frasier and carried unanimously to approve the request and the necessary resolution was authorized for the July 21st Board Meeting.

Ms. Seeber apprised that Agenda Item 6 involved a referral from the Support Services Committee, *Information Technology*, pertaining to a request to amend the Table of Organization and Salary Schedule to delete the current position of Analyst/Programmer #1 and create the new position of Programmer II, *Annual Salary \$55,000*, effective July 24, 2017.

Motion was made by Mr. Montesi, seconded by Ms. Braymer and carried unanimously to approve the request and the necessary resolution was authorized for the July 21st Board Meeting.

Prior to commencing the review of the pending item which pertained to continuing discussion regarding prescription stop loss coverage and the possibility of moving to a self-insured option for the County's health insurance, Ms. Seeber informed that Mr. Geraghty had a matter he would like to discuss with the Committee which was not on the Agenda.

Mr. Geraghty stated the potential existed for the Board to commence an Employee of the Month Program but he was aware that they were limited in the scope of what public funds could be used for. He said Amanda Allen, *Clerk of the Board*, had brought this to his attention and they were working with the County Attorney to obtain approval from the State and determine what was permissible. He commented he believed it would be a nice gesture for the Board to recognize an employee or two a month and offer them special privileges, such as a designated parking spot for thirty days, for their outstanding service. He apprised the suggestion was a direct result of an off-site training pertaining to management skill sets Mrs. Allen attended. He said he was pleased employees who attended these training sessions were bringing back suggestions on how to improve employee morale here.

Ms. Seeber pointed out this was another positive result from the Performance Evaluations which encouraged Department Heads to attend these training courses. She mentioned Supervisor Frasier had previously suggested the possibility of offering an employee picnic which generated a significant amount of interest, but which they were unable to move forward with. She asked Mr. Geraghty to look into whether this would be feasible, and she noted the Sheriff was also supportive of this and had offered the use of the Jail kitchen.

Mr. Sokol stated he thought a parking space was a good idea; however, he suggested they canvas local businesses to see if they would be interested in donating items and/or gift certificates to make up a gift basket which was similar to what the Teacher of the Week Program provided to its recipients. He added he would be willing to donate a gift certificate to his restaurant for this purpose. Ms. Seeber suggested anyone with thoughts on this matter to forward their suggestions to Mr. Geraghty and Mrs. Allen.

Concluding the Agenda review with pending items, Ms. Seeber informed that representatives from Jaeger & Flynn Associates were present to continue the discussion regarding prescription stop loss coverage and the possibility of moving to a self-insured option for the County's health insurance.

Matt Schuette, *Agency Partner, Jaeger & Flynn*, distributed copies of their agenda for today's meeting; *a copy of which is on file with the minutes*. He said at the last meeting they provided an overview of the 2017 County Health Plan, Minimum Premium versus Self-Funded, Prescription Reinsurance/Stop Loss and Self-Funded Analysis with Immature Claims.

Mr. Montesi questioned at what level Mr. Schuette would recommend having the reinsurance at and Mr. Schuette responded at the June 14th Committee meeting they had suggested adding a Stop Loss contingency of \$100,000 to the County's current self-insured prescription program. He said this meant if an employee, spouse or dependent exceeded \$100,000 in prescription costs the reinsurance would pay the difference. Mr. Montesi noted exceeding this limit was not an unusual occurrence in certain situations, such as when a cancer diagnosis was involved, and Mr. Schuette confirmed this was a correct assessment.

Mr. Schuette queried whether there were any additional questions besides the ones he had responded to via email based on the replies or regarding the questions that were submitted. Ms. Seeber stated if there were no additional questions a determination needed to be made on the following options presented: 1) continue with the County's current health coverage options and include the Prescription Reinsurance/Stop Loss; 2) proceed in changing to a fully self-insured health insurance option, similar to the current self-insured prescription program; and 3) continue with current health insurance options and self-insured prescription program with no stop-loss coverage. Ms. Seeber indicated a decision from the Committee on what direction to move forward with was required and she proceeded to canvas each Committee member on their thoughts to ensure they were included on the record.

Mr. Simpson stated he was in favor of option 2, to proceed in changing to a fully self-insured health insurance option, similar to the current self-insured prescription program, as he felt the County had a sufficient balance in the reserve account to cover the cost of claims during years when there were a significant number.

Mr. Brock said he had never received the answers to the questions he emailed to Mr. Schuette. Ms. Seeber replied that Mrs. Allen had forwarded Mr. Schuette's responses, all of which were provided in red directly after the questions, to the full Board on the day after they were provided; *a copy of Mr. Brock's questions and answers are on file with the meeting minutes*. Mr. Brock commented Mr. Schuette's response was basically that they could make projections, but none were provided.

Mr. Schuette read aloud one of Mr. Brock's questions as follows: "*Past Experience is not as predictive of future costs if new elements are going to be added in the near and future. This is why I was more concerned with the makeup of our present population, particularly when it is older than average. So if you were to take out present population and add it to the potential new drugs what might our experience look like*"?

Mr. Schuette advised this was an excellent question. He informed they had to rely on Blueshield of Northeastern New York and the claim data set they had access to in order to provide projections for

the next twelve months. He added although they would love for Blueshield of Northeastern New York to provide projections further into the future they were unable to do so and make reliable projections. He advised he had submitted a request to Blueshield of Northeastern New York for this data but they were not able to provide it in time for today's meeting. He said his response indicted the challenge before them, specifically how difficult it was to pinpoint projected costs for the prescription side because there were so many new prescriptions forthcoming they were unaware of as yet. He stated the only area he could expound upon, which had not provided a response to previously, was that regardless of the age of the County employees, the County owned the risk one way or the other - he explained regardless of whether the County remained in its current plan or moved in the self-insured direction, there would be claims either way. He continued, ideally they would like to get ahead of them and commence discussions regarding the implementation of more aggressive wellness plans in an attempt to keep those covered healthy. He pointed out with the current health plan if there were a high number of claims, then the following years' renewal rate would increase, which meant the County owned the risk to some degree under either scenario. He asked Mr. Brock whether this provided an appropriate answer to his first question and Mr. Brock replied in the negative, noting the information remained incomplete as they were awaiting data from BlueShield of Northeastern New York.

In response to Mr. Brock's question pertaining to the present population and potential new drugs, Kurt Jaeger, *Executive Vice President & Chief Marketing Director*, apprised, that they would never be able to pinpoint this statistic because there was no way for them to predict who would be impacted by chronic illnesses. He informed there were some drugs within the specialty drug market which were quite costly, as they had mentioned in the previous Committee meeting. As an example, he cited another of his firms clients who had an employee taking a speciality drug which cost \$600,000. He continued, under the County's current self-insured prescription drug plan the County would be liable for the entire amount; however, he said, if stop-loss protection was added to the plan the County would only be responsible for the \$100,000 limit and the remaining expense would be reinsured. He reminded the Committee that his firm recommended adding stop loss protection to the County's self-insured prescription plan. With respect to previous comments, Mr. Jaeger explained Mr. Schuette had referenced that the County was 100% credible under their current prescription plan, so all of the claims submitted counted against the County. He noted that if the County had incorporated a fully insured drug program there would be stop loss protection for the claims submitted, but the claims experience would be accounted for in the next year's renewal. He commented there was no way Blueshield of Northeastern New York would allow for another \$500,000 in drug claims without charging the County a premium for them. He reiterated that his firm felt the County should have some sort of stop loss protection in place for its self-insured prescription plan.

Mr. Brock stated that he understood what Messrs. Schuette and Jaeger were implying, but he thought the insurance company had a larger base than the County had. He said he had experienced a similar scenario when he was a Councilman for the City of Glens Falls and the situation had not turned out the way they had hoped. Mr. Jaeger interjected that currently the County held the entire risk which was why they wanted to get an insurer in place above certain limits for the drug program. Mr. Brock advised he understood their point, but wanted to see the scenario played out.

Mr. McDevitt asked what the premium was for the stop loss coverage they were suggesting and Mr. Schuette responded there were two layers, the first of which involved the County staying in its current

arrangement for the health and prescription plans and just placing reinsurance on the prescription only with a \$100,000 limit per person, which would result in a premium of \$191,000.

Mr. Schuette informed he had been contacted by a CSEA (*Civil Service Employees Association*) leader who was concerned about change; he assured that regardless of whether the County made changes to the health and prescription plans, the promises contained in the CSEA contract would hold true. He reiterated this would not result in a change to the existing contract or the employees benefits at time of use, regardless of which way the County moved forward.

Mr. Brock advised he was unable to make a determination until he was able to review the data which they were waiting on.

Mr. Montesi asked for clarification as to whether the premium for stop loss coverage on the prescription plan only would be around \$200,000 and Mr. Schuette replied in the affirmative. Mr. Montesi inquired how much the premium would be if the County were to move forward in changing the health coverage to a self-insured program, adding stop loss coverage for both the health and prescription plans. Mr. Schuette responded there would be one reinsurance policy for both the medical and prescription plans with a premium of about \$800,000, or 7% of the County's entire cost. Mr. Jaeger added this option was more efficient because in this scenario both the medical and prescription costs counted toward the \$100,000 stop loss limit, whereas only prescription costs would apply to the limit if the stop loss coverage was applied for the prescription plan only. Mr. Montesi questioned what the total premium was for both the health and prescription plans and Mr. Schuette replied that it would be around \$11 million. Mr. Montesi said a reserve of around \$4 million had been established and he noted the cost of stop loss coverage for self-insured health and prescription plans would be about \$800,000, which was significantly less than the \$11 million. Mr. Schuette informed Blueshield of Northeastern New York included a charge for reinsurance coverage within the premium of the current health plan. He remarked he felt compelled to state on the record that Jaeger & Flynn Associates was not trying to sell the County reinsurance, as their only job was to advise the County, and he noted there was no benefit to them regardless of which option the County chose moving forward; he added their purpose in advising on this matter was to alert the County of an issue where they could reinsure at a minimum to cover the gap in the County's self-insured prescription plan.

Ms. Braymer stated while she understood why Mr. Brock would like to review the data, her understanding was that it was difficult to make a prediction. She added it seemed Jaeger & Flynn's advice was it would be more efficient to self fund both the health and prescription plans and purchase one reinsurance plan to cover both.

Mr. Montesi remarked he was comfortable moving forward with self insured options for both the health and prescription plans. Conversely, Mr. McDevitt stated he needed more time to come to a determination, as he was unnerved by the significant cost of the reinsurance for both plans.

Mrs. Frasier informed she was in favor of moving forward with self-insurance for both the health and prescription plans, based on Mr. Swan's indications at the previous meeting that this was they direction they had been working towards for several years. She commented she felt they should take advice from the professionals who worked in the field and were knowledgeable on the matter and move forward with

the self-insured plans. Ms. Hyde concurred she was in favor of moving forward with the self-insured health and prescription plans. Mr. Geraghty said moving in a self-insured direction for the County's health and prescription programs had been the long-term goal and as long as they were comfortable with costs based on their budgeted figures, he was in favor of moving forward.

Ms. Seeber announced at this point it appeared the majority of the Committee was in favor of moving forward to self-insure their health program. She noted she would ask any other Supervisors present but not on the Committee if they had anything to add to the discussion.

Mr. Beaty advised he believed the County should move forward with self insurance plans for health and prescription coverage. He reminded the Committee that at their last meeting the Jaeger & Flynn representatives had indicated none of the companies they worked with who had switched to self-insurance had returned to an insured program, which he felt was telling. He added he thought the County had a sufficient balance in reserve to cover the cost during the years when claims were significant.

Ms. Seeber indicated at this point the only consensus of the Committee, which they had already established, was required to ask Messrs. Schuette and Jaeger to move forward in preparing an official proposal outlining the costs to the County in moving to self-insured health and prescription plans which would be presented at a future Committee meeting for review and approval. She added that once the Personnel & Higher Education Committee acted on the proposal, it would be referred to the Finance Committee for approval, thereby authorizing a resolution which would come before the full Board.

Mr. McDevitt asked Messrs. Schuette and Jaeger to include in their proposal the County's top ten most expensive prescription claims and their amounts, without including the names of the patient, which have impacted the County's experience rating. Ms Seeber cautioned in this past sharing this type of information when reviewing different proposals had caused concern because some of the medical examples were very specific, making it easy to identify certain employees. She noted that because anything distributed in open session would become part of the public record, it would be appropriate to consider the information during an executive session.

Ms. Seeber explained the timeframe for approval of the proposal which would include review at the next Committee meeting, scheduled for August 3rd, with a resolution being subsequently presented for approval at the August 18th Board meeting, and she questioned whether this timeframe was conducive. Mr. Schuette said this would be a tight timeline, but he felt they would be able to make it work; however, he cautioned, if the approval was not received at the August 18th Board Meeting, they would have to delay the change until next year.

Ms. Seeber asked Brian Reichenbach, *County Attorney*, whether it would be more appropriate to move forward today because of the tight timeline and he replied in the negative, noting it would be more appropriate to wait until the proposal was before the Committee to review and approve.

Ms. Seeber indicated the Committee looked forward to reviewing the formal proposal at the August 3rd Committee meeting. She added the majority of the Committee was in favor of moving forward with the self-insured plan for the Health and Prescription plans. She suggested that Mr. Schuette distribute the

proposal to the Committee at least one week prior to the meeting to allow them time to review and ask any questions they may have.

Prior to adjourning, Ms. Seeber noted Agenda Item VI consisted of a listing of vacancies approved for filling by other Committees since the last Personnel & Higher Education Committee meeting, which included the following:

- District Attorney-*** District Attorney, *Base Annual Salary \$183,400*, due to resignation.
- Health Services-*** WIC Nutrition Facilitator, *Grade 16, Annual Salary \$41,158 prorated to an hourly rate of \$19.78 not to exceed 20 hours per week*, due to resignation.
Nurse Technician, *Grade 11, Annual Salary \$36,259*, due to retirement.
- Office for the- Aging-*** Supervisor of Volunteers, *Grade 2, Annual Salary \$26,027*, due to termination.
- Public Works-*** Motor Equipment Operator Medium #8, *Grade 7, Annual Salary \$31,872*, due to resignation.
Carpenter/Maintenance Worker, *Grade 10, Annual Salary \$35,698*, due to promotion.
Automotive Mechanic #5, *Grade 9, Annual Salary \$34,351*, due to resignation.
- Sheriff-*** Patrol Sergeant #7, *Annual Salary \$70,456*, due to retirement.
Patrol Officer TBD, *Annual Salary \$42,409.50*, due to promotion

There being no further business to come before the Personnel & Higher Education Committee, on motion made by Mr. Simpson and seconded by Mr. Montesi, Ms. Seeber adjourned the meeting at 10:45 a.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board