

PERSONNEL COMMITTEE

10/15/2014

304 E Grand River, Conference Room 4A, Howell, Michigan 48843

8:00 AM

AGENDA

1. **CALL MEETING TO ORDER**
2. **APPROVAL OF AGENDA**
3. **CALL TO THE PUBLIC**
4. **APPROVAL OF MINUTES**
Meeting Minutes Dated: September 17, 2014
5. **REPORTS**
BCBS Update on the Wellness Plan **
6. **REPORTS**
Quarterly Review of Temporary Employees
7. **RESOLUTIONS FOR CONSIDERATION**

08 Human Resources
RESOLUTION TO MODIFY THE NON-UNION EMPLOYEES, ELECTED OFFICIALS, AND JUDGES BENEFIT PLANS FOR 2015 FISCAL YEAR

09 Human Resources
RESOLUTION TO APPROVE A ONE-TIME VARIANCE IN THE COLLECTIVE BARGAINING AGREEMENT BETWEEN LIVINGSTON COUNTY AND THE MICHIGAN ASSOCIATION OF PUBLIC EMPLOYEES REGARDING THE PROBATIONARY PERIOD OF A DISPATCHER

10. ADJOURNMENT

** Denotes no material attached

MEETING MINUTES

LIVINGSTON COUNTY

SEPTEMBER 24, 2014 – 8:30 AM

ADMINISTRATION BUILDING – CONFERENCE ROOM 4A
304 E. Grand River Avenue, Howell, MI 48843

PERSONNEL SUBCOMMITTEE MEETING

COMM. VANHOUTEN COMM. GRIFFITH COMM. LAWRENCE

OTHERS: JENNIFER NASH, MARGARET DUNLEAVY, COMM. DOMAS, TERRY LEE

JENNIFER PALMBOS, BELINDA PETERS

1. **CALL TO ORDER:** Meeting called to order by: Comm. Van Houten at 9:08 am.

2. **APPROVAL OF AGENDA:**

MOTION TO APPROVE THE AGENDA
MOVED BY: LAWRENCE / SECONDED BY: GRIFFITH
ALL IN FAVOR - MOTION PASSED

3. **CALL TO THE PUBLIC:** Margaret Dunleavy regarding current wages of other Deputies of Department Heads as compared to Agenda Item 6.

4. **APPROVAL OF MEETING MINUTES of August 20, 2014:**

MOTION TO APPROVE THE FOLLOWING MEETING MINUTES OF AUGUST 20, 2014
MOVED BY: GRIFFITH / SECONDED BY: LAWRENCE
ALL IN FAVOR – MOTION PASSED

5. **REPORTS:** None.

6. **HUMAN RESOURCES:** Resolution Approving The Filling of the Chief Deputy Treasurer Position at the above Hire Rate with the correction in the resolution indicating the Chief Deputy Treasurer has been vacant since June 30th and not July 30th.

MOTION TO APPROVE THE ABOVE RESOLUTION
MOVED BY: GRIFFITH / SECONDED BY: LAWRENCE
ALL IN FAVOR - MOTION PASSED

7. ADJOURNMENT

**MOTIONED BY LAWRENCE / SECONDED BY GRIFFITH
TO ADJOURN AT 9:20 AM
ALL IN FAVOR – MOTION PASSED**

Respectfully Submitted,

**TERRY LEE
HR COORDINATOR**

Temporary Employees as of October 10, 2014

Anim.Ctr	Veterinarian	Fill in during absences	12/12/2012	Covers vacation only
Bldg.Insp	Build.Inspector	FT Temp (vacations)	3/20/2013	Avg. 10 hrs. per week
Anim.Ctr	Animal Ctrl.Asst.	Events only - min. hrs.	5/1/2013	Avg. 4 hrs. per month
Health	Program Clerk III	Partial Grant Funded	8/12/2013	Avg. 14 hrs. per week
Health	PH Nurse II	EmPrep/MRSA Grant	9/2/2013	Avg. 8 hrs. per week
LETS	Driver	On Workers Comp (PT)	10/11/2013	
Anim.Ctr	Kennel Asst.	Short staffed	11/11/2013	
IT	Hardware Tech	Install Windows 7	2/20/2014	
RegDeed	Sr.Deputy	20 hrs-repl.C. Pung	8/11/2014	Resolution to Reg/PT submitted
Bldg.Insp	Build.Inspector	PT (rehired retiree)	9/4/2014	

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO MODIFY THE NON-UNION EMPLOYEES, ELECTED OFFICIALS, AND JUDGES BENEFIT PLANS FOR 2015 FISCAL YEAR

WHEREAS, a pilot wellness program was started in 2013 that rewards employees for receiving standard health screenings through their primary care physician and reimburses employees for their wellness activities; and

WHEREAS, the anticipated increase in the cost of health insurance by comparing illustrated rates from 2014 to 2015 is 2.5% which is below the national average of 6.5%; and

WHEREAS, federal law now requires flexible spending documents to be amended to allow employees to leave a group health plan at any time in order to purchase coverage on the Health Care Exchange; and

WHEREAS, federal law regarding flexible spending accounts has changed to allow employers the ability to offer employees a 2 ½ month grace period after the plan year to use their remaining flex spending dollars *or* to carry over \$500 from the prior plan year in addition to their \$2,500 maximum salary reduction contributions to their flex spending account; and

WHEREAS, the Board of Commissioners took action via Resolutions #2011-12-321, #2012-10-282, and #2013-12-353 to exempt the County from the employee premium sharing contributions required under 2011 PA 152.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the Human Resources Department to make the following modifications to the non-union employees, elected officials and judges health plan and other benefits for 2015:

1. Benefit changes effectuated by Resolutions #2013-12-353, #2012-10-282, #2011-10-276, #2010-10-277, #2009-08-266 and #2009-10-316 shall remain in full force and effect.
2. The wellness program for regular non-union employees, elected officials, and judges approved in Resolution #2012-09-250 shall continue for the 2015 benefit year, except as follows:
 - a. Effective January 1, 2015, subject to the \$500 per employee total allowable wellness reimbursement, eligible employees shall be allowed to submit reimbursement for any family member eligible for coverage under the County

health plan, without regard to whether they are presently covered under the County health plan.

- b. Full-time employees hired on or after January 1 shall receive a pro-rated reimbursement according their hire date as described below:

January- March	\$500
April- June	\$375
July- September	\$250
October- December	\$125

- a. Part-time employees (approved for fewer than 30 hours per week) shall receive a reduced annual reimbursement of \$300.
- b. Part-time employees hired on or after January 1 shall receive a pro-rated reimbursement according their hire date as described below:

January- March	\$300
April- June	\$225
July- September	\$150
October- December	\$75

BE IT FURTHER RESOLVED that the Livingston County Flexible Benefits Plan document is hereby amended to allow a participant to drop health coverage mid-year and revoke his/her cafeteria plan election during a period of coverage if:

- The individual's hours of service are reduced so that he/she is expected to average less than 30 hours of service per week, but remains eligible for coverage under the employer's group health plan; or,
- The individual would like to cease coverage under the group health plan in order to purchase coverage through a competitive Marketplace established by the Affordable Care Act (ACA).

BE IT FURTHER RESOLVED that the Livingston Flexible Benefits Plan document is hereby amended to effectuate the following changes:

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- For plan year 2014 only, participants will be allowed to seek reimbursement for claims incurred during the 2 ½ month grace period (through March 15, 2015).
 - Beginning for the 2015 plan year and thereafter as permitted by law, employees shall be allowed to carry-over up to \$500 in unused amounts remaining in the health FSA at the end of one plan year to the next plan year, in addition to the \$2,500 annual salary reduction limit.

BE IT FURTHER RESOLVED that acting pursuant to the authority granted to a County under Section 8 of Act 152 of 2011, the Livingston County Board of Commissioners hereby exempts Livingston County from the requirements of 2011 P.A. 152 for the medical benefit plan coverage year 2015 (January 1, 2015 through December 31, 2015).

BE IT FURTHER RESOLVED that the interpretation and operation of the benefits outlined above are within the sole discretion of the Livingston County Board of Commissioners and the benefits outlined above may be added to, expanded, reduced, deleted, or otherwise modified by the County Board and such modifications shall be solely within the discretion of the Livingston County Board of Commissioners.

BE IT FURTHER RESOLVED that the Chair of the Livingston County Commissioners is authorized to sign any and all documents needed to effectuate these changes.

BE IT FINALLY RESOLVED that this resolution supersedes all previous resolutions that would apply to the benefits plan for non-union employees, elected officials, and judges.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO APPROVE A ONE-TIME VARIANCE IN THE COLLECTIVE BARGAINING AGREEMENT BETWEEN LIVINGSTON COUNTY AND THE MICHIGAN ASSOCIATION OF PUBLIC EMPLOYEES REGARDING THE PROBATIONARY PERIOD OF A DISPATCHER

WHEREAS, Dispatcher Amanda Joseph was hired July 30, 2013. At the time of her hire, the collective bargaining agreement required a 12 month probationary period. On January 1, 2014, the probationary period was renegotiated and extended to 18 months; and

WHEREAS, the union representing dispatchers is requesting the County to “grandfather” Ms. Joseph and allow her to complete her probationary period in 12 months, as she would have under the expired agreement; and

WHEREAS, pursuant to the collective bargaining agreement, during the probationary period, an employee may be terminated by the 911 Director within his sole discretion without regard and without recourse to the provisions of this Agreement, including the grievance procedure. After the probationary period is completed, employees become eligible for personal leave, tuition reimbursement, and the \$300 wellness payment; and

WHEREAS, the Central Dispatch department supports the union’s request for a 12 month probationary period for Ms. Joseph as she has successfully completed the training requirements for a new dispatcher.

THEREFORE BE IT RESOLVED that contingent upon the approval by the Union, the Livingston County Board of Commissioners approves a one-time variance in the current provisions of the Dispatchers’ collective bargaining agreement concerning the probationary period for Dispatcher Amanda Joseph, considering her a probationary employee for twelve (12) months from date of hire, rather than eighteen (18) months as currently required under the collective bargaining agreement.

BE IT FURTHER RESOLVED that the Board Chair shall have the authority to sign any agreement necessary to effectuate this resolution.

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Moved:

Seconded:

Carried: