



## **PARTNERS FOR PERFORMANCE BOARD MEETING**

Friday, January 12 at 9:50 AM  
Via Microsoft Teams

**ATTENDANCE:** Erie County Executive Alternate Charlie Bayle, Erie County; Commissioner Chip Abramovic, Venango County; Commissioner Wayne Brosius, Clarion County; Commissioner Tricia Durbin, Warren County; Commissioner Robert Snyder, Forest County; Commissioner Eric Henry, Crawford County

**ABSENT:** County Executive Brenton Davis, Erie County

**BOARD STAFF:** Lisa Miller, Lisa Stalnaker, Deb O'Neil, Susan Richmond, Emily Cozzens, Carrie Symes, Juanet Shefchunas, Nancy Wisgirda

**VISITORS:**

Diona Brick, Fiscal Agent, Attorney Stephanie Fera, Attorney Joe Keebler, Steve Fisher, DJB Group

**WELCOME/ROLL CALL/VISITOR RECOGNITION/PUBLIC COMMENT**

Commissioner Henry called the meeting to order at 9:56 AM. Roll call was taken. It was noted that there was a quorum. No public comment was received. The meeting was recorded and the agenda was posted in the chat.

**APPROVAL OF MEETING MINUTES**

The minutes for the November 9, 2023 Partners for Performance board meeting were presented for approval.

**MOTION**

It was **moved** by Commissioner Snyder and **seconded** by Commissioner Brosius to approve the minutes for the November 9, 2023 meeting as presented. All were in favor. **Motion passed and carried.**

**REVIEW OF PREVIOUS ACTION ITEMS**

Lisa Miller stated that these items will be addressed later in this meeting agenda.

**SELECT THE HEALTH INSURANCE PLAN FOR MARCH 1, 2024 START**

Lisa Miller reported that open enrollment is starting soon, and we are exploring the pros and cons of staying with UPMC or moving to Highmark as a healthcare insurance provider. Steve Fisher of DJB Group attended the meeting to provide a comparison.

Steve Fisher stated that the main difference in the two plans is the deductible: Highmark is \$1,000 and UPMC is \$1,500. The two companies have different strategies for copays, etc. that essentially cancel each other out. He noted that the difference in premiums is very minimal. He did note that there is a bigger difference in drug costs. Highmark specialty drugs require a percentage of the cost to be paid, which would have a potential big impact on employees. Steve recommended staying with UPMC, based on his opinion that both companies provide excellent service, and any gains obtained by switching are negated by the inconvenience of switching carriers.

A question was asked regarding whether a change in insurance plans would alter the provider network. Steve Fisher stated that there would be no change in the provider network at this time.

**MOTION**

It was moved by Commissioner Snyder and seconded by Commissioner Durbin to keep UPMC as the PFP Staff insurance carrier. All were in favor. Motion passed and carried.

**PFP SLATE OF OFFICERS FOR 2024 YEAR**

Lisa Miller stated that there are no term limits for the PFP board; therefore, no change is required in the slate of officers. Commissioner Henry shared his willingness to remain as PFP Chairperson.

**MOTION**

It was moved by Commissioner Brosius and seconded by Commissioner Durbin to keep the slate of officers as is. All were in favor. Motion passed and carried.

**PFP FISCAL UPDATE**

There was no discussion needed on the fiscal report.

**MOTION**

It was moved by Commissioner Snyder and seconded by Commissioner Brosius to accept the fiscal report. All were in favor. Motion passed and carried.

**PFP EMPLOYEE HANDBOOK UPDATE**

Attorney Stephanie Fera reported that full review of the handbook has not yet been completed, and recommended tabling that item until the next meeting.

**MOTION**

It was moved by Commissioner Snyder and seconded by Commissioner Brosius to table the Employee Handbook until the next meeting. All were in favor. Motion passed and carried.

**ACTION ITEM**

The PFP Employee Handbook update will be added to the PFP meeting agenda in March.

**PFP HEALTHCARE COVERAGE FOR SPOUSES POLICY**

Lisa Miller stated that we currently do not have a policy regarding adding an employee's spouse who is already offered insurance through their employer. Stephanie Fera confirmed that there is no policy in the handbook, and now would be the time to visit this option.

**MOTION**

It was moved by Commissioner Snyder and seconded by Commissioner Brosius to not provide healthcare for spouses who already have employer-provided healthcare. All were in favor. Motion passed and carried.

**RETURN TO 37.5 HOURS PTO CARRYOVER FROM PY23 TO PY24 AND ON**

Lisa Miller stated that during Covid the staff was allowed to carry over any unused PTO. Now that travel restrictions have been lifted, this is no longer needed. The previous process was to be able to carry over 37.5 hours of PTO until December 31.

**MOTION**

It was moved by Commissioner Brosius and seconded by Commissioner Durbin to return to 37.5 hours of PTO carryover until December 31. All were in favor. Motion passed and carried.

**EXECUTIVE SESSION**

No executive session was needed.

**OTHER BUSINESS**

None.

**SUMMARY OF NEW ACTION ITEMS**

The PFP Employee Handbook update will be added to the PFP meeting agenda in March.

**ADJOURNMENT**

**MOTION**

It was **moved** by Commissioner Snyder and **seconded** by Commissioner Brosius to adjourn the meeting. All were in favor. There were no abstentions. **Motion passed and carried.**

The meeting adjourned at 10:19 AM.

The next meeting is scheduled for March 8, 2024.

Meeting Advertised in The Derrick		
Minutes Submitted	Nancy Wisgirda	1/12/2024
Minutes Approved	Partners for Performance Board	
Minutes Posted	NW PA Job Connect website	