

PARTNERS FOR PERFORMANCE MEETING

William J. Douglass, Jr. Corporate Conference Center, 764 Bessemer St, Meadville, PA 16335
Wednesday, February 25, 2015
12:45 pm

ATTENDANCE

Commissioner Butch Campbell, Clarion
Commissioner Robert Snyder, Forest
Commissioner Bonnie Summers, Venango
County Executive Kathy Dahlkemper, Erie
Commissioner Jack Lynch, Crawford

GUESTS

Attorney Wil White
Diona Brick
Colleen Stuart
Linda Schell
Jack Hewitt
Kerri Bruce
John Flanagan
Dr. Dmitry Zhmurkin

ABSENT

Commissioner Stephen Vanco, Warren

PFP STAFF

Rebecca Cornish
Deb O’Neil
Brian Nottingham
Jackie Hamilton

WELCOME/ROLL CALL

Commissioner Summers called the meeting to order at 12:45 pm. Roll call was taken. It was noted there was a quorum.

VISITOR RECOGNITION / PUBLIC COMMENT

Visitors introduced themselves. There was no public comment.

APPROVAL OF MINUTES – DECEMBER 19, 2014 MEETING

The Partners for Performance meeting minutes dated December 19, 2014 were presented for approval.

MOTION

It was **moved** by Commissioner Snyder and **seconded** by County Executive Dahlkemper to approve the minutes for the December 19, 2014 Partners for Performance board meeting as presented. All were in favor. **Motion passed and carried.**

REVIEW OF PREVIOUS MEETING ACTION ITEMS

1. Ms. Cornish will work with Commissioner Campbell on the MOU between the WIB and PFP. Ongoing.
2. Ms. Cornish and Commissioner Campbell will follow up with Attorney Ray Bogaty regarding a discussion about shared staff with the state’s attorney, Art McNulty. Ms. Cornish will revisit as Art McNulty no longer holds this position.
3. Commissioner Campbell will work with Ms. Cornish to determine benefit open enrollment periods in 2015. Complete. This will be covered later in the meeting.

4. Ms. Cornish will offer the position to Ms. Guthrie immediately with an annual salary of \$38k. If she accepts the position, Ms. Cornish will compose an offer letter for personnel records and acquire Ms. Guthrie's signature. Ms. Guthrie declined the position.

HEALTH CARE PLANS UPDATE

Ms. Cornish stated that the Coventry Health America 20/40 Health Care Plan has been renewed effective March 1, 2015 under direction of the CLEOs. It was noted that there was an increase in cost per individual, but the CLEOs have agreed to cover the increase with no additional cost to the employee. The arrangement for family members has not changed.

MOTION

It was **moved** by Commissioner Snyder and **seconded** by Commissioner Lynch to ratify the previous CLEO decision to renew the current Coventry Health America 20/40 Health Care Plan. All were in favor. **Motion passed and carried.**

EMPLOYEE HANDBOOK

Ms. Cornish noted that some wording in the employee handbook has been changed. She has also received additional recommendations from Ms. Janet Gatesman. She recommends that the changes be delayed until the new director is hired. In the meantime, the updated handbook will be referred to Commissioner Campbell to discuss with the new director when the position is filled.

****ACTION****

- **Commissioner Campbell will discuss the employee handbook changes with the new director.**

PFP PARKING

Ms. Cornish shared that the Downtown Mall Manager has approached PFP to inform them that due to one of the nearby parking garages being demolished, parking at the mall may be affected. The management may be developing a parking system for employees, guests, and customers. No further information has been offered at this time.

OTHER BUSINESS

There was no further business.

An executive session was called to discuss personnel at 12:52 pm. All visitors left the room. The PFP meeting reconvened at 1:10 pm.

REVIEW OF ACTION ITEMS

1. Ms. Cornish will work with Commissioner Campbell on the MOU between the WIB and PFP. (Ongoing.)
2. Ms. Cornish and Commissioner Campbell will follow up with Attorney Ray Bogaty regarding a discussion about shared staff with the state's attorney, Art McNulty. Ms. Cornish will revisit as Art McNulty no longer holds this position.
3. Commissioner Campbell will discuss the employee handbook changes with the new director.

ADJOURNMENT
MOTION

It was moved by Commissioner Lynch and seconded by County Executive Dahlkemper to adjourn the meeting. All were in favor. Motion passed and carried.

The meeting was adjourned at 1:10 pm

Respectfully submitted,

Jacqueline Hamilton
Administrative Assistant
Partners for Performance