

PARTNERS FOR PERFORMANCE BOARD MEETING

William J. Douglass, Jr. Corporate Conference Center, 764 Bessemer Street, Meadville, PA 16335

Friday, February 10, 2017

10:34 am

ATTENDANCE

Commissioner Wayne Brosius, Clarion County ☎
Commissioner John Amato, Crawford County
County Executive Kathy Dahlkemper, Erie County
Commissioner Robert Snyder, Forest County ☎
Commissioner Chip Abramovic, Venango County
Commissioner Ben Kafferlin, Warren County

GUESTS

Ben Wilson
Mike Trojanowski
Janet Gatesman
Georgia Del Freo
Diona Brick
Linda Schell
Jack Hewitt
Robert Cardamone
Rich Krankota
Attorney Wil White

PFP

Janet Anderson
Deb O'Neil
Brian Nottingham
Jackie Hamilton

WELCOME/ROLL CALL

Commissioner Abramovic called the meeting to order at 10:34 am. Roll call was taken. It was noted there was a quorum. Commissioner Abramovic noted that the CLEOs welcome attendance from workforce development board members.

VISITOR RECOGNITION / PUBLIC COMMENT

Visitors introduced themselves. There was no public comment.

APPROVAL OF MINUTES – DECEMBER 9, 2016 MEETING

The Partners for Performance meeting minutes dated December 9, 2016 were presented for approval.

MOTION

It was **moved** by Commissioner Snyder and **seconded** by County Executive Dahlkemper to approve the minutes for the December 9, 2016 Partners for Performance board meeting as presented. All were in favor. **Motion passed and carried.**

REVIEW OF PREVIOUS MEETING ACTION ITEMS

None.

PFP EMPLOYEE BENEFITS

RATIFICATION OF ELECTRONIC VOTE TO SELECT INSURANCE BROKER

The PFP Board voted via email to select DJB Group as insurance broker after an RFQ process. Ms. Anderson asked them to ratify their vote in this public meeting.

MOTION

It was **moved** by Commissioner Snyder and **seconded** by Commissioner Kafferlin to ratify the electronic vote to select DJB Group as Partners for Performance employee benefits broker. All were in favor. **Motion passed and carried.**

APPROVAL OF EMPLOYEE BENEFITS PLAN EFFECTIVE MARCH 1, 2017

Ms. Anderson stated that she and Ms. Hamilton have been working with DJB Group since the electronic vote to evaluate health and vision insurance options for the new plan year, starting March 1. Health plan options were included in the meeting packet. Ms. Anderson recommended renewing the current plan, UPMC Small Business Advantage Platinum EPO \$10/\$25 – Premium Network. The overall group premium difference from last year is 10%; however, the increase is less than all other options with well-known providers in the coverage area. All coverages and copays remain the same for employees.

MOTION

It was moved by County Executive Dahlkemper and seconded by Commissioner Amato to renew the Partners for Performance employee health plan, UPMC Small Business Advantage Platinum EPO \$10/\$25 – Premium Network. All were in favor. Motion passed and carried.

Ms. Anderson noted that the broker searched for alternative vision plans, but the current one, Fashion Advantage Gold Opt V through Highmark, was still the most cost effective option. Additionally, the premiums were decreasing in the new plan year, \$5.60 and \$16.24 for individuals and family, respectively. Current rates are \$5.70 and \$16.53, respectively.

MOTION

It was moved by County Executive Dahlkemper and seconded by Commissioner Kafferlin to renew the Partners for Performance employee vision plan, Fashion Advantage Gold Opt V through Highmark. All were in favor. Motion passed and carried.

APPROVAL OF RATE INCREASE FOR PAYROLL AGENT

Citing the increase in employees (peer counselors, etc.), Business Computer Liaison (BCL) has requested a rate increase. Ms. Brick noted that she has price-shopped and BCL remains the cheapest option for payroll services. However, after July 1, the agreement may be reevaluated due to the reduction in staff.

MOTION

It was moved by Commissioner Brosius and seconded by County Executive Dahlkemper to approve the rate increase for the payroll agent, Business Computer Liaison. All were in favor. Motion passed and carried.

OTHER BUSINESS

Continued from the CLEO agenda, Ms. Brick recounted the discussion on renewing the Directors & Officers insurance. The renewal included a slight increase as well as an option to carry coverage for cyber liability and/or crime. As the fiscal agent already carries insurance that covers employee crime, her recommendation would be to renew the coverage with the cyber liability option only.

MOTION

It was moved by Commissioner Kafferlin and seconded by County Executive Dahlkemper to renew the Directors and Officers insurance with the cyber liability option. All were in favor. Motion passed and carried.

County Executive Dahlkemper recalled the Workforce Development Board conversation earlier in the morning regarding data discrepancies. While she hoped this would be addressed with the implementation of a new operator, she requested that the current operators and board staff could come together to agree on a data set to

share with the board. Private sector board members, in particular, are becoming frustrated and board membership could be lost. A consensus on PA CareerLink® data should be sent to the board by March 1.

****ACTION****

- A consensus on PA CareerLink® data should be sent to the Workforce Development Board and CLEOs by March 1.

EXECUTIVE SESSION

An executive session was called at 10:46 am for personnel reasons. All visitors left the room with the exception of Ms. Anderson, Ms. Brick, and Attorney White. The session concluded at 11:06 am.

MOTION

Commissioner Kafferlin made a motion: Due to the resignation of the Strategic Innovation Grant Coordinator, the CLEOs authorize Partners for Performance to authorize the Director, to pay \$1750 bonuses at the end of the four remaining months in the program year, to Ms. Hamilton, Administrative Assistance in recognition for taking on additional duties, not to exceed a total of \$7k. Commissioner Amato seconded the motion. All were in favor. Motion passed and carried.

It was moved by County Executive Dahlkemper and seconded by Commissioner Snyder to approve the hiring of a temporary employee to assist Ms. Hamilton through the end of the program year, using funds from the Strategic Innovation Grant. All were in favor. Motion passed and carried.

REVIEW OF ACTION ITEMS

1. A consensus on PA CareerLink® data should be sent to the Workforce Development Board and CLEOs by March 1.

ADJOURNMENT

MOTION

It was moved by Commissioner Kafferlin and seconded by County Executive Dahlkemper to adjourn the Partners for Performance Board Meeting. All were in favor. Motion passed and carried.

The meeting was adjourned at 11:09 am.

Respectfully submitted,

Jacqueline Hamilton
Administrative Assistant
Partners for Performance