

## **PARTNERS FOR PERFORMANCE BOARD MEETING**

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

Friday, February 9, 2018

11:45 am

### **ATTENDANCE**

County Executive Kathy Dahlkemper, Erie Cnty  
Commissioner Robert Snyder, Forest County 📞  
Commissioner Ben Kafferlin, Warren County  
Commissioner Chip Abramovic, Venango Cnty  
Commissioner Wayne Brosius, Clarion County

### **PFP**

Janet Anderson  
Deb O'Neil  
Erin Shaffer  
Jackie Hamilton

### **ABSENT**

Commissioner John Amato, Crawford County

### **GUESTS**

Jack Hewitt  
Wil White, Solicitor  
Diona Brick  
Joy Sherry

### **WELCOME/ROLL CALL**

Commissioner Abramovic called the meeting to order at 11:45 am. 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 8, 2017 MEETING**

The Partners for Performance meeting minutes dated December 8, 2017 were presented for approval.

### **MOTION**

It was **moved** by Commissioner Kafferlin and **seconded** by County Executive Dahlkemper to approve the minutes for the December 8, 2017 Partners for Performance board meeting as amended. All were in favor. **Motion passed and carried.**

### **REVIEW OF PREVIOUS ACTION ITEMS**

1. Ms. Anderson will collect votes to approve the Revised Employee Handbook via email and ask for a ratification at a future meeting. This has not yet been completed.

### **ELECTION OF BOARD OFFICERS**

#### **MOTION**

It was **moved** by Commissioner Kafferlin and **seconded** by County Executive Dahlkemper to elect Commissioner Brosius as the PFP Board Chair. All were in favor. **Motion passed and carried.**

#### **MOTION**

It was **moed** by Commissioner Snyder and **seconded** by County Executive Dahlkemper to elect Commissioner Abramovic as PFP Vice Chair. All were in favor. **Motion passed and carried.**

### **INSURANCE UPDATES**

#### **HEALTH**

Ms. Anderson noted that it is time to consider the renewal or change of health insurance for PFP employees. She noted that renewing the current UPMC Health Plan (Platinum EPO \$10/\$25) nets a 13.2% increase, a roughly \$370 monthly increase overall. Other options offer less coverage for not much savings, for example a higher deductible for a \$344 monthly increase overall (a \$26 monthly savings from renewing the current plan).

#### **MOTION**

It was **moved** by County Executive Dahlkemper and **seconded** by Commissioner Brosius to renew the current UPMC Health Plan for PFP Employees.

#### **VISION**

Ms. Anderson noted that the insurance broker recommended switching from Highmark to Vision Benefits of America (VBA) for vision coverage for PFP employees. The change in providers offers better coverage for less cost.

#### **MOTION**

It was **moved** by Commissioner Kafferlin and **seconded** by County Executive Dahlkemper to change vision benefits providers from Highmark to Vision Benefits of America's Option 3 Gold Plan effective March 1, 2018. All were in favor. **Motion passed and carried.**

#### **PACKAGE**

Ms. Brick referred to the insurance information provided in the packet. She noted renewing the coverage with a mobile option for business property netted a \$34 increase. The only claims filed thus far are workers' compensation claims.

#### **MOTION**

It was **moved** by County Executive Dahlkemper and **seconded** by Commissioner Kafferlin to renew the package insurance with the mobile option for business property. All were in favor. **Motion passed and carried.**

#### **STAFFING UPDATE**

##### **WORKERS' COMPENSATION**

There was no update available for this item.

#### **OTHER BUSINESS**

Ms. Anderson asked that the PFP Board consider hiring an additional staff member to help with maintaining the office operations. Ms. Anderson is a working director is unable to attend community functions or collaborate with CLEOs and board members without a significant strain on her schedule. Ms. Brick noted that at the end of the last quarter, 43% of the admin budget was spent, so the budget could support a hire for part of the year. Additionally, the offset payments will no longer be in effect after June 30, 2018, so an additional \$75k will be available for the admin budget going forward.

#### **EXECUTIVE SESSION**

It was **moved** by Commissioner Kafferlin and **seconded** by County Executive Dahlkemper to enter an executive session for personnel reason. All were in favor. **Motion passed and carried.** The executive session took place from 11:58 am and ended at 12:01 pm.

Commissioner Kafferlin reported that the CLEOs give permission for Ms. Anderson to create a job description and advertise the position and report progress at the next meeting.

**\*\*ACTION\*\***

- Ms. Anderson will report the progress on the new position at the next meeting.

**REVIEW OF ACTION ITEMS**

1. Ms. Anderson will collect votes to approve the Revised Employee Handbook via email and ask for a ratification at a future meeting.
2. Ms. Anderson will report the progress on the new position at the next meeting.

**ADJOURNMENT**

**MOTION**

It was moved by Commissioner Kafferlin and seconded by Commissioner Amato to adjourn the meeting. All were in favor. Motion passed and carried.

The meeting adjourned at 11:12 am.

Respectfully submitted,

Jacqueline Hamilton  
Administrative Assistant  
Partners for Performance