

**GUNNISON COUNTY PERSONNEL BOARD
MINUTES
February 15, 2007**

The February 15, 2007 Personnel Board meeting was held in the Commissioners' Meeting Room in the Courthouse. Voting Board members present were:

Beth Baker, Employee Representative
Kelly Balch, Employee Representative
Rich Corbett, Facilities Maintenance Supervisor
Ben Cowan, Employee Representative
Stella Dominguez, County Clerk & Recorder
George Lickiss, Employee Representative
Kristy McFarland, County Assessor
Jim Morris, PW Employee Representative
Frank Vader, County Coroner
Others present as listed in text

CALL TO ORDER: Representative Cowan called the meeting to order at 3:25 pm.

ELECTION OF OFFICERS: There was a general discussion regarding who is a member of the Personnel Board. Kelly Balch has resigned from the County, effective mid-March, and Assistant County Manager Marlene Crosby will be appointing an employee to take her place. This appointee will serve a one-year term that will then be up for election. The result will be that each year, two at-large positions will be open for election with a Public Works position open every other year.

Moved by Representative Balch to retain Representative Cowan as Chairperson. Motion carried unanimously. Chairperson Cowan also stated his willingness to continue to serve as the non-elected Secretary.

Moved by Representative Balch to elect Representative Baker to the Vice-Chairperson position. Motion carried unanimously.

Moved by Chairperson Cowan to elect George Lickiss as the Personnel Board Representative to the Classification/Compensation Committee. Motion carried unanimously.

SICK LEAVE TRANSFER REQUEST: There was a discussion regarding the criteria used and procedures applied when considering a sick leave transfer request.

Personnel Director Moore and Assistant County Manager Crosby joined the meeting at 4:00 pm.

The Board considered a sick leave transfer request for an employee with an extended recovery for a medical condition. This employee also would most likely not be able to return to work for a significant period of time due a lack of alternative job duties and the presence of medications and other medical assistance that will render the employee unable to perform regular job duties. Upon exhaustion of all leave balances, the employee will most likely need approximately 40 hours of additional leave time and an unknown amount of additional time since there are no alternative duties to perform at work.

Moved by Chairperson Cowan to grant a sick leave transfer authorization of 173.3 hours. Motion carried unanimously.

SICK LEAVE TRANSFER REQUEST: The Board considered another sick leave transfer request for an emergency surgery that requires a significant recovery.

Moved by Representative Balch to grant a sick leave transfer authorization of 173.3 hours. Motion carried unanimously.

EMPLOYEE RECOGNITION: Chairperson Cowan inquired of the Board whether a small fund be set aside for various employee recognition such as for long-time employee retirement and the death of employees. His suggestion was to request the BOCC approve the creation of a line item in the Other Administration Department. Currently, there are no funds specifically available for this purpose and therefore, funding for such events is inconsistent. Some departments that have tight budgets have to struggle to fund a party that has not been budgeted (since realistically, Department Heads do not budget for their own retirement party). Some of these departments fund parties personally. Other departments can absorb costs more easily than others and the County therefore pays the costs.

Assistant County Manager Crosby expressed her frustration that this point was even being discussed as the BOCC or Administration departments should either pick up the cost or absolve departments for going over budget and approve a budget amendment if necessary.

She stated she would bring this point up before the Board of County Commissioners before the Personnel Board made any action regarding this suggestion.

INCENTIVE-BASED MANAGED CARE: Personnel Director Moore presented an offer from the Hylant Group to provide managed care for the health pool. This would involve any combination of incentive-based activities to encourage employees to take care of themselves and hopefully, reduce long-term claim costs. The cost would be \$7 per person that enrolled in the elective program. All activities would be incentive-based, meaning consequences could not be given. An example is that a nurse might notice an employee has not had a claim for ongoing medication for a prescription that has obviously expired. The employee could receive a phone call asking if there was any help that could be offered to get the employee to order the new prescription.

Another example is to provide a financial incentive for healthy behaviors such as offering a discount on premiums or a cash reward for annual physicals.

Assessor McFarland suggested that the people who are most in need of this type of program most likely would not enroll. There was a discussion regarding the costs and if people would be willing to absorb those costs in the pool.

Representative Morris mentioned that AFLAC allows an insured to simply send in a card for physicals with the date and the doctor seen and they send a check. The board agreed there might be some simple in-house options that could be pursued such as this instead of getting involved in a costly, contractual managed care plan.

Personnel Director Moore will look into various options and report back to the Board.

PERSONNEL POLICIES UPDATE: Personnel Director Moore reported that she anticipates approval of the Personnel Policy revisions during the February 20 Commissioner meeting. She noted that all the previously discussed revisions were still included and that the Policies would not be changed to Guidelines in order to preserve the authority of the document.

INSURANCE PROBLEMS: Assistant County Manager Crosby reported she and some of her other employees have experienced difficulty in receiving reimbursement for the preventative coverage under the health plan. Personnel Director Moore stated she would follow up on the slowness of the plan and expressed a concern that there may be reduced service since NGS American had recently sold to another company.

Representative Morris asked when a packet would be sent out regarding the new life insurance policies. Personnel Director Moore stated she has already been in contact with the insurance company to inquire about the welcome packages. They said they experienced an unusually high enrollment period and are significantly behind. They said the guaranteed coverages have been approved, but they still need to review employees who requested over \$100,000 for themselves or \$20,000 for spouses. The coverage or premiums have not begun for amounts over those thresholds.

DOGS IN COUNTY BUILDINGS: Clerk and Recorder Dominguez reported that there have been many dogs observed running loose in the Blackstock Government Center and asked whether Facilities Maintenance could place a sign that advises visitors that no dogs are allowed in the building except for service dogs. Dogs have also been seen in the other County buildings. There was a discussion regarding whether employees should be allowed to bring dogs into the offices when they are working during non-business hours.

There was no action taken regarding this item.

ADJOURN: Chairperson Cowan adjourned the meeting at 4:55 pm.