

Minutes of Meeting
Human Resources: Personnel Changes
June 20, 2019
11:00 a.m.

The Kootenai County Board of Commissioners: Chairman Chris Fillios, Commissioner Leslie Duncan and Commissioner Bill Brooks met to discuss the following agenda items. Also present were Chief Deputy Treasurer Laurie Thomas, Human Resources (HR) Director Sylvia Proud, HR Generalist – Employee Relations Kimberley Buffin, HR Generalist – Benefits & Compensation Dorothy Cross, Finance Director Dena Darrow, Staff Accountant – Budget Michele Chiaramonte, Community Development Director David Callahan, Civil Deputy Prosecuting Attorney R. David Ferguson, Civil Deputy Prosecuting Attorney Darrin Murphey and Deputy Clerk Tina Ginorio. Also present was Scott Burkhardt, representing Alliant.

- A. **Call to Order:** Chairman Chris Fillios called the meeting to order at 11:00 a.m.
- B. **Changes to the Agenda (Action):** There were no changes to the agenda.
- C. **Business:**

Request for New Position, Community Development (Action)

Community Development Director David Callahan requested the Board’s approval of the creation of a new Planner II position in his department. He explained that Community Development had been experiencing an increased volume of work for some time and the current Planning Manager was about to depart. He stated he would cover the duties of the Planning Manager until that spot could be filled, but the addition of a Planner II would help to spread the workload.

Human Resources Director Sylvia Proud noted that, according to the market study her department had undertaken, it appeared that the Planners’ positions were being paid at a rate of about 40% below market and the Planning Manager position was at about 37.6% below market. She suggested that, if the Planning Manager position were frozen for the time being, funds could be shifted to allow adjustments to the Planner positions, making them more attractive to qualified candidates.

Chairman Fillios remarked that the departure of the current Planning Manager made it more urgent that Community Development receive additional help.

Mr. Callahan said his department also needed to hire a front counter position and a building inspector.

Finance Director Dena Darrow pointed out that Community Development had requested an upgrade to software as well. She asked if the improved software would allow them to accomplish more work with the same number of people. Mr. Callahan said the improved software was needed and would help somewhat, but it would not solve the problem.

Commissioner Leslie Duncan asked Mr. Callahan if Community Development could manage at current staffing levels until October 2021. He said they could not. She asked if the Planning Manager position could be frozen until April 2020. Mr. Callahan indicated it would be a hardship. Commissioner Duncan asked if increasing the fees charged by Community Development could offset the staff expense. Mr. Callahan said they had not had time to examine that question.

Commissioner Bill Brooks expressed his conclusion that, if the Planner II position were not approved, customer service from Community Development would be adversely affected. Mr. Callahan agreed and stated that processing time would be increased and the increased pressure would cause his staff to move elsewhere.

Commissioner Brooks moved that the Board approve the request for a new Planner II position for Community Development, at a pay grade of "J," effective the next pay period. Chairman Fillios seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye

Commissioner Duncan: Aye

Chairman Fillios: Aye

The motion carried.

Mr. Callahan exited the meeting at 11:15 a.m.

Treasurer Steve Matheson entered the meeting at 11:15 a.m.

FY20 Health Insurance Considerations – Alliant (Action)

Ms. Proud asked the Board which of the previously discussed cost containment options for the FY20 Health Insurance Plan they wished to pursue.

Alliant Representative Scott Burkhardt explained that he had been working on ways to reduce the 19% projected increase. He pointed out that 5% of the increase was due to adding new employees to the plan, so that could be set aside, leaving 14% to be addressed. He announced that he had met with Regence Blue Shield and the County may be offered some new discounts in the prescription drug plan that could yield a savings of about \$440,000. Mr. Burkhardt said he thought they might be able to achieve the changes the County needed with some changes to deductibles and employee contributions. He asked the Commissioners to consider how much they want to try to reduce that 14% figure, what share of the final increase the County would take on and what would be passed on to the employees.

Commissioner Duncan asked about the HSA (Health Savings Account) option previously outlined and when the savings from that choice would be seen. Mr. Burkhardt replied that they could model that option to yield immediate savings, but only on a sole takeover, in which all the employees would be placed in the HSA. Commissioner Duncan also asked about making Vision and Dental coverage voluntary. Mr. Burkhardt explained that if dental or vision coverage became voluntary, the employees would pay the full premium themselves if they chose to continue the coverage. He noted that the County currently was paying the larger share of the dental premiums.

Chairman Fillios stated he did not have a problem with raising the deductibles, coinsurance rates or employee contributions. He said he also did not mind making vision coverage voluntary, but he would prefer not to change the dental coverage.

Mr. Burkhardt reminded the Commissioners that other meetings would be held in July during which they could fine-tune plan adjustments. He commented that he thought they could reduce the increase to 7% or 8% with reasonable modifications, with the cost split between the County and the employees. He added that Alliant would continue to discuss the idea of a limited network with Kootenai Health. He said there could be very large savings realized but employees might view it negatively, at least at first.

Commissioner Duncan asked if it would be advisable to inform employees that the County was looking into both HSA and limited network options for the future and beginning to educate everyone on those options. Ms. Proud agreed that introducing that in upcoming open enrollment meetings could be beneficial.

D. Public Comment (Discussion): This section is reserved for citizens wishing to address the Board regarding a County-related issue. Idaho Law prohibits Board action on items brought under this section except in an emergency circumstance. Comments related to future public hearings should be held for that public hearing. There was no public comment.

E. Adjournment (Action): Chairman Fillios adjourned the meeting at 11:37 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
