

1. Meeting Agenda - April 12

Documents:

[MEETING AGENDA - 04 12 16.PDF](#)

2. Minutes Subject To Approval - April 12

Documents:

[MINUTES SUBJECT TO APPROVAL - 04 12 16.PDF](#)

3. Approved Minutes - April 12

Documents:

[APPROVED MINUTES - 04 12 16.PDF](#)



**TOWN OF GREENWICH
BOARD OF ESTIMATE & TAXATION**

HUMAN RESOURCES COMMITTEE MEETING

Tuesday, April 12, 2016

3:00 PM

Cone Room

AGENDA

1. Approval of BET HR Committee Meeting Minutes of March 15, 2016
2. HR Reports
 - Workers' Compensation Incident and Expense Reports
 - Vacant and Posted Position Listing
3. BOE: Exit Interview Survey; Staff Turnover Rates; % of employees at top step
4. Overview and monthly update on health care insurance
5. Items for future discussion
 - Update on labor contracts
6. Adjournment
 - Next meeting – May 10th at 3:00 PM in the Cone Room

TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION
REGULAR MEETING HUMAN RESOURCES COMMITTEE
MINUTES Town Hall Meeting Room

Tuesday, April 12, 2016

Committee

Present: Nancy Weissler, Chairman; Leslie Moriarty, Jill Oberlander
Absent: William Drake,

Staff: Peter Mynarski, Comptroller; Mary Pepe, Director Human Resources; Erica Mahoney, Assistant Director of Human Resources; Tiffany Navarro, Workers' Compensation Administrator; Alison Graham, Employee Benefits Manager

Board: Mary Lee Kiernan, Elizabeth K. Krumeich, Jeffrey Ramer

Other: Barbara O'Neill, BOE Vice Chairperson; Robert Stacy, BOE Human Resource Director

The meeting was called to order at 3:12 P.M.

Ms. Weissler welcomed the HR Committee and attendees.

1. Approval of BET HR Committee Meeting Minutes March 15, 2016

Upon a motion by Ms. Weissler, seconded by Ms. Oberlander, the Committee voted 3-0 to approve the Minutes of the March 15, 2016, Regular Human Resources Committee Meeting.

2. March 2016 HR Reports

• **Workers' Compensation Incident and Expense Reports** - Ms. Navarro presented the Claims Report noting a total of 23 claims and a total Wage Replacement Cost of \$65,948 which included Statutory Wage Replacement and Contractual Salary Continuation Benefits. The report was expanded to include a breakdown of each department's claims for year to date vs. prior year as well as a composite comparing all major departments' claims, claims per head count and total cost of claims per department. In response to a question from Ms. Weissler about the significant variance in average claims value by department, Ms. Pepe indicated that this reflected the severity of the underlying accidents. In response to a question from Ms. Oberlander, Ms. Pepe noted that the report includes claims made by volunteer firefighters. In response to a question from Ms. Weissler about the 50% increase in BOE lost time claims, Ms. Pepe indicated that the BOE cannot accommodate light duty restrictions for professional assistants. She also mentioned that the BOE is in the process of setting up its own safety committee. Ms. Pepe noted that although all claims are included in the report, the claims number is not updated for those rejected subsequently by CIRMA. A comparison of total claims reported year-to-date in FY16 was 193 versus 247 during FY15. Ms. Pepe indicated that CIRMA has the dominant position in the municipal market in overseeing and processing workers' compensation claims and that under the Town's contract with CIRMA, additional services such as legal representation, private investigation and bill review are billed separately.

Mr. Mynarski reported that Workers' Compensation expense was trending well; based on the first 40 weeks of the current fiscal year, he estimated a projected surplus of \$486,000 as well as the potential for some additional claims being closed out.

- **Vacant and Posted Positions** – Ms. Pepe reviewed the Vacant Position listings, commenting specifically on the progress of filling the positions of HR Analyst, IT, Nathaniel Witherell and BOE Finance.

3. Exit Interview Survey, Staff Turnover Rates; % of employees at the top step

Mr. Stacy provided a copy of BOE's Exit Interview Form, which was introduced last fall and which is intended to provide useful data in order to analyze staff turnover. Mr. Stacy provided a report that indicated that 36% of teachers are at the top step, which takes 15 steps to reach in Greenwich. In response to a question from Ms. Moriarty about the trade-offs in determining how long it should take to get to the top step, Mr. Stacy indicated that it was worthwhile to consider that issue in the context of future contract negotiations.

Mr. Stacy also presented a report that showed that teacher turnover (excluding retirements, non-renewals, and administrative promotions) had declined from 7% in 2008-09 to 4.8% in 2014-15; he did not have information about turnover rates for comparable school districts. Ms. Weissler asked about the quality and number of teacher applicants and was informed that while the state applicant pool has as many as 3,000 applicants for elementary school positions, that pool is very small for math, science, and speech pathology. Ms. Weissler asked Mr. Stacy about the percentage of teachers who do not receive renewal contracts and the Committee learned that only 2% are not renewed. Mr. Stacy noted that feedback from the teachers on the seven possible start-time options was being solicited in a survey to be administered shortly.

4. Overview and monthly update on health care insurance

Ms. Graham showed a comparative chart of the Town's Minimum Premium Actual Claims vs. Liability year to date under its contract with CIGNA. She noted that in January and February that claims were relatively lower at \$2.6 MM and \$3.4 MM respectively vs. the Town's monthly bank account liability of \$3.6 MM, reflecting the fact that many employees had not yet reached their deductible. In March, claims increased to \$4.0 MM; however, the Town's cumulative balance in its account was still a positive \$714 K. She confirmed that even if claims exceed the monthly bank account liability, the Town is not liable for this deficit.

She noted that the Health Benefits Task Force was working on understanding trends in the Town's health insurance costs and measures that could be implemented to contain cost increases. She mentioned that as the major hospital networks acquire medical practices, it is expected that they will then have greater market leverage, which could, in turn, lead to higher prices. The Task Force is also analyzing employees' usage of brand drugs, ER visits, and MRIs to determine if there is opportunity for cost savings. She also noted that as of 2016, the Town is replacing the biometric screening that had been required of most employees to qualify for a premium reduction with a requirement for an annual physical. The goal is for 70% of employees and spouses to get a physical. Under its Accountable Care Outcome program, CIGNA incentivizes physicians to improve the health outcomes of its patients. CIGNA has also incentivized employees to participate and engage on its online Health Access program.

The Town has issued an RFP for a health insurance broker; Ovation, the current broker, has performed this function for the past 14-15 years. Nine brokers responded to the RFP; the Task

Force will be assessing these brokers' recommendations for strategies to lower the Town's health insurance cost increases.

5. Items for Future Discussion

- Update on labor contracts

6. Adjournment

Upon a motion by Ms. Moriarty, seconded by Ms. Oberlander, the Committee voted 3-0 to adjourn at 4:19 P.M.

The next regular Human Resource Committee meeting is scheduled for May 10, 2016 at 3:00 P.M. in the Cone Room.

Respectfully submitted,

Catherine Sidor, Recording Secretary

Nancy Weissler, HR Committee Chairman

SUBJECT TO APPROVAL

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BOARD OF ESTIMATE AND TAXATION
REGULAR MEETING HUMAN RESOURCES COMMITTEE
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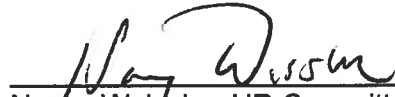
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Nancy Weisler, HR Committee Chairman