

Minutes

Administrative Services Committee

March 18, 2019, 5:00 pm, Room 331

Gerace Office Building, Mayville, NY

Members Present: Scudder, Davis, Muldowney, Starks

Members Absent: Himelein

Others: Tampio, Ames, Chagnon, Hemmer, Wisniewski, Dennison, Crow, DeAngelo

Chairman Scudder called the meeting to order at 5:09 p.m.

Approval of Minutes (02/19/19)

MOVED by Legislator Davis, SECONDED by Legislator Starks

Unanimously Carried

Privilege of the Floor

No one chose to speak at this time.

Proposed Local Law Intro 1-19- A Local Law Amending Local Law 7-90 Providing for a Management Salary Plan for County Officers and Employees (Re: Probation Department)

Ms. Wisniewski: This is fairly simple. It's just a title change. There is no- the job description is the same, salary is the same. The New York codes, rules and regulations has required us to change three titles in the probation office- the probation supervisor, the probation director has group B now and the deputy probation director has a group B as well. It's just the titles will change.

Chairman Scudder: All in favor? Opposed?

Unanimously Carried

Proposed Resolution- Amend 2019 Budget for Vehicle Replacement – Information Technology Services – Office Services

Mr. DeAngelo: So, at the end of last year our courier vehicle got in an accident. It was rear-ended outside of BOCES in Fredonia and they totaled the vehicle. So, we had not budgeted for a new vehicle- for that new vehicle in 2019. We did budget for one- we have two vehicles in our department. One that we run all over the place and the one the courier uses every day to bring mail all over the county. So, we did budget for one. We got that one vehicle in and we have some money left in capital, so we're going to use the leftover funds. We did get \$15,000 from the insurance to cover some of the costs of the new vehicle and we're basically about \$744 short. So, we're moving around all these funds to make it possible to get that new vehicle. We haven't purchased it yet; we are waiting for the authority to do so. I don't like to do things without proper approval.

(Cross-talk)

Mr. DeAngelo: They are just Chevy Equinox's- both of them.

(Cross-talk)

Mrs. Dennison: I would just like to add that this transaction will increase the local share in the IT Department in 2019, but there will be a decrease in the local share for the IT Department over the next three years- 2020, 2021 and 2022 because as Jon said, the vehicle that he's buying from capital is less expensive, so his vehicle purchase allocation will be less in the out years. So, there will be an extra expense in 2019. All of that will be recouped over the next three years except for \$744.

Chairman Scudder: Great. Any comments? Questions? All in favor? Opposed?

Unanimously Carried

Proposed Resolution- Amend 2018 Budget for Year End Reconciliations – Health Insurance Fund

Ms. Crow: This resolution is just to true up expenditure overruns, which is the fund where all active employee and retiree health insurance expenses are captured and then allocated out to departments where the employees are and the retiree expense is allocated to departments by way of a surcharge. So, the main reason for the overruns in 2018 is mainly due to retiree expenses. The active employee pharmacy was under budget, so that was part of the surplus. The retiree pharmacy has been running much higher than what we had budgeted. This was kind of one of the first years we had separated out the pharmacy between actives and retirees, so we didn't have a lot of history to base the 2018 budget on. As we go forward we'll have a better trend to base future year budgets. We are- Jessica has been working with a consultant that we have on pharmacy, so we hope that the overall pharmacy costs will be reduced somewhat in 2019. I don't see this necessarily as a trend into 2019.

We also had a new expense in 2018 for telemedicine, which is when you can call and have a video chat with a doctor. That was negotiated into the CSEA contract and that hadn't originally been planned for in the 2018 budget. That is in the 2019 budget, so that will not be a variance.

Our retiree opt-out payments- the cash out payments for those retirees who chose to take their benefit as a cash payment rather than to continue insurance- I've said over the past couple years that we still apparently haven't reached that peak in our demographic of number of retirees that we have, so we're still continuing to see an increase year after year for retiree costs. Hopefully we'll reach that plateau soon. Again, I always have based the opt-out based on the trend plus inflation for new retirees, but again, we were short by about \$110,000 this year, which was still \$200,000 greater than the year before. One is maybe more people are choosing the cash out versus the insurance, that could be one factor but there has just also been continued greater numbers of retirees.

We did have a little bit of savings in our flex program because less people were enrolled in flex because more were enrolled with a health savings account. So, there was little to offset those overruns, so we did have to make an adjustment to the fund balance in the M fund to offset those budget deficits. After reconciling for year end, our M fund balance is projected to be about \$100,000 to the negative at the beginning of 2019. The last few years we kind of fluctuated \$100,000 to \$200,000 plus or minus in the M fund, which in a sense is kind of ideal because you don't want too much or too little. If we want to build up a reserve in the M fund at some point in time that (*inaudible*) we would want a little more room there. Right now we are kind of break even, so that was everything in a nut shell.

Chairman Scudder: Questions or comments? All in favor? Opposed?

Unanimously Carried

Proposed Resolution- Amend 2018 Budget for Year End Reconciliations – Liability Insurance Accounts

Ms. Crow: So, there was a resolution last month for the CS fund and again, my apologies for not being here to speak to it, but since then there is another adjustment that was a late adjustment related to the program we have for Star Flight- the insurance- we get the bill and they pay us back. I guess its spread over the- the insurance policy is prorated over two years, so we had to do an adjustment back to 2018 for part of the bill. So, that was the reason for the late adjustment and that's just offset by our- we had a surplus in one of the other accounts in that fund.

Chairman Scudder: Questions? Comments? All in favor? Opposed?

Unanimously Carried

MOVED by Legislator Starks, SECONDED by Legislator Davis to adjourn.

Unanimously Carried (5:23 p.m.)

Respectfully submitted and transcribed,
Olivia L. Ames, Deputy Clerk/Secretary to the Legislature