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David Ash - Aye

### Approval of Minutes

Vice Chair Hobert, seconded by Michael Murphy, moved to approve the January 24, 2011 minutes as presented.

The motion was approved as follows:

Sharon Keeler	-	Aye
Emily Rhodes, Chair	-	Aye
Michael Murphy	-	Aye
J. Michael Hobert, Vice Chair	-	Aye
David Ash	-	Aye

### Health Insurance Renewal

Tom Judge distributed a memo dated January 2011 from the Commonwealth of Virginia Department of Human Resources Management titled New Eligibility Rules Required under The Patient Protection and Affordable Care Act [PPACA] followed by the introduction of Thomas Anthony, Account Manager – Anthem Blue Cross Blue Shield, and Leslie Tucker - Local Choice. Mr. Judge.

Highlights of Mr. Anthony's comments include:

- Health insurance is self-contained within the Local Choice pool.
- In a large pool of the same type of industry, it is easier to underwrite and predict claims.
- Local Choice trends are lower than the national average.
- Commonwealth of Virginia does have some influence on fees.
- Commonwealth of Virginia holds its own reserve and is non-profit.
- Commonwealth of Virginia was able to lower rates across the board this year.
- Build-up reserves are on a state level not on a group level.
- 3% to 4% increase is what is being seen in the commercial market.
- Locally, claims went down slightly with no claims over \$100,000 last policy year resulting in a better than average year.
- PPACA most significant changes in the act include elimination of pre-existing service; coverage of 17 year olds; changing dependent ages to 26<sup>th</sup> birthday; changed rules defining dependent; removed dollar limits on certain services.
- Local Choice was not as greatly impacted by the changes having already:
  - Eliminated pre-existing.

- Provided 100% preventive care for adults and children.
- Chiropractic coverage will change from \$500 to 30 visits.
- Material will be in the packets to explain the benefit changes resulting from the PPACA.
- Applications are only required from those persons making a change.
- Mr. Anthony Will research impact on employees that are Medicare eligible both working employees and retirees.
- No requirement to cover a dependent.
- Future impacts:
  - Must plan for 2014 when mandate requires all persons to be in a health care plan or be fined and all employers must provide health care plans or be fined.
  - New health care plan waives all pre-existing conditions.
  - Each state will be required to have an insurance pool.
- Leslie Tucker agreed to meet with employees during enrollment.

### Technology Update

Highlights of Tom Judge's update the system analysis performed by Government Finance Officers Association include:

- GFOA met with varied groups the week of January 30.
- Mr. Judge is currently reviewing the draft GFOA report and will be forwarding to the County Administrator and School Superintendent for comment.
- Presentation by GFOA is tentatively scheduled for the March 28 Joint Administrative Services Board meeting.
- Dr. Murphy will provide AlertNow System costs to Mr. Judge.

### Fiscal Agency

As a follow up, Tom Judge advised that by mutual agreement of the Clarke County Board of Supervisors and the Berryville Town Council as of January 18, 2011 Joint Administrative Services had been appointed fiscal agent for the Berryville Clarke County Government Center.

### Joint Administrative Services FY2012 Budget

Tom Judge informed the Board that he had modified the Joint Administrative Services budget to reflect zero increase over FY2011. He opined that absorbing the VRS increase by cutting individual line items was difficult and would require careful planning of expenditures. He did recommend to the Board that the \$10,000 in proposed cuts be restored for operating purposes

if the VRS rate did not change this year. Mr. Judge advised that a status update would be provided at the March 28 meeting.

Dr. Murphy said that he was hopeful that the budget calculator would be available today. He further commented on the frugality of the proposed Joint Administrative Services FY2012 budget noting that all but 13% was budgeted for salaries and benefits. Tom Judge responded that to meet these aggressive cuts he would be transitioning his department toward greater electronic transactions such as electronic checks and electronic distribution of agenda packets to Board members.

#### Discussion Of The Posting Of Joint Administrative Services Board Minutes And Packets On The County Website

J. Michael Hobert put forward that the Joint Administrative Services Board was not in the practice of posting meeting agendas and minutes on the County's website. In the interest of greater transparency, he recommended posting relevant materials before and after the meeting including agendas, packets, and minutes retroactive to January 2011.

Following discussion, it was requested that "draft" be noted in the header of minutes that are included in the packets posted on the website prior to final Board approval.

**J. Michael Hobert, seconded by Sharon Keeler, moved to post Joint Administrative Services Board agendas, packets and minutes on the County website.**

**The motion was approved as follows:**

Sharon Keeler	-	Aye
Emily Rhodes, Chair	-	Aye
Michael Murphy	-	Aye
J. Michael Hobert, Vice Chair	-	Aye
David Ash	-	Aye

#### Software for Part-time Employees

Michael Murphy advised the Board that Microsoft had changed its software licensing agreement affecting part-time staff. He stated that educational licenses are for students, administrators and teachers and, now, should include peripherals services such as Maintenance, Joint Administrative Services, and the Joint Administrative Services Board. He said the Schools would be willing to make the software available to those interested in transitioning to the same programs noting that this would be easy and inexpensive. Dr. Murphy offered to forward an informational packet to the Board.

Tom Judge noted use of OpenOffice software by the Joint Administrative Services group and suggested seeking comment from Gordon Russell, County GIS/IT Director.

### Next Meeting

The next meeting of the Joint Administrative Services Board is scheduled for Monday, March 28, 2011 at 12:00 noon in Meeting Room AB of the Berryville Clarke County Joint Government Center.

### Adjournment

At 1:03 pm, Chair Emily Rhodes adjourned the meeting.

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Minutes Recorded and Prepared By:  
Lora B. Walburn