

analysis of the hosting options. This last item may be available in draft form by the time of the meeting.

Tom Judge provided the plan. Highlights include:

- The cost analysis of the hosting option was not available at the time of the meeting.
- The Joint Administrative Services Board will make the final decisions on issues/requirements.
- Following discussion, the Board agreed to meet on Monday, March 17, 2014, at 1 pm for a follow up meeting to resolve any outstanding issues before settling on the final scope of work. Due to contract content, the meeting may be held in closed session.

4. JAS FY2015 Budget

Please find two options attached. Both options reflect the reduction in health insurance. Software maintenance could be considered for reduction in both options. Option A includes the "catchup" salary increases. Option B excludes salary increases pending completion of Pay and Classification studies.

Following are highlights of Board review:

- Joint Administrative Services has always operated under the Schools personnel policies; however, it did not receive the 2% increase given to School employees in FY2014.
- Given the disparate polices used by the various government entities, the Board should consider a personnel management system that combines all employees.
- The Board of Supervisors did not budget a salary increase for General Government employees in FY2014; however, the School Board chose to give School employees a 2% increase from its approved FY2014 budget.
- Joint Administrative Services will be included in the Schools pay and compensation study.
- The dilemma exists in that Joint Administrative Services is paid by the Board of Supervisors but the Schools define the pay.

Chairman Hobert asked Tom Judge to communicate to his staff that the Board intended to make an adjustment that would be fair to them and would take into account that they did not receive an adjustment in FY2014 and the implications of the pay and compensation study.

Following discussion of several variations, **Mike Murphy, seconded by David Ash, moved to adopt Option B with the recommendation that Joint Administrative Services staff receive an increase in salary to equalize the School District distribution last year and, to the extent possible, make adjustments to compensation in accordance to the Schools completed study. The motion carried by the following vote:**

David Ash	- Aye
J. Michael Hobert	- Aye
Sharon Keeler	- Aye
Michael Murphy	- Aye
Charles "Chip" Schutte	- Absent

5. FY 15 Health Insurance Renewal

The actual renewal increase is 6.3%. The Board should consider approving the attached rates for the upcoming fiscal year, so they can be incorporated into the FY 15 budget.

- Affordable Care Act has been incorporated.
- No change to terms.
- No change in providers.
- Michael Hobert suggested the inclusion in future years of the prior year renewal analysis for comparative purposes.

Mike Murphy, seconded by David Ash, moved to approve the FY2015 monthly health benefits rates as follows:

FY 15 Monthly Health Benefit Rates		Effective 7/1/2014				FY 15	
Source: Joint Administrative Services		Cost	Employer	Employee	Employer FY 15 Share	Employer FY 14 Share	Employer Annual
A. Plan Rates							
<u>KA 250 Plan Option</u>							
<i>Regular Full Time</i>							
Single	570.00	485.13	84.87	85%	85%	5,822	
Dual	1,055.00	529.46	525.54	50%	50%	6,353	
Family	1,539.00	772.87	766.13	50%	50%	9,274	
						0	
<i>Transportation, Food Service & Other</i>							
Single	570.00	409.34	160.66	72%	72%	4,912	
Dual	1,055.00	446.74	608.26	42%	42%	5,381	
Family	1,539.00	652.13	886.87	42%	42%	7,826	
						0	
<u>KA 500 Plan Option</u>							
<i>Regular Full Time</i>							
Single	528.00	485.13	42.87	92%	92%	5,822	
Dual	977.00	529.46	447.54	54%	54%	6,353	
Family	1,426.00	772.87	653.13	54%	54%	9,274	
						0	
<i>Transportation, Food Service & Other</i>							
Single	528.00	409.34	118.66	78%	78%	4,912	
Dual	977.00	446.74	530.26	46%	46%	5,381	
Family	1,426.00	652.13	773.87	46%	46%	7,826	
						0	
<u>TLC High Deductible</u>							
<i>Regular Full Time</i>							
Single	435.00	435.00	.00	100%	100%	5,220	
Dual	805.00	494.75	310.25	61%	61%	5,837	
Family	1,175.00	721.13	453.87	61%	61%	8,654	
						0	
<i>Transportation, Food Service & Other</i>							
Single	435.00	367.04	67.96	84%	84%	4,405	
Dual	805.00	417.46	387.54	52%	52%	5,010	
Family	1,175.00	608.48	566.52	52%	52%	7,302	
						0	
B. Account Contributions							
<u>Regular Full Time</u>							
TLC Health Savings Account Contribution (single)		50.13				602	
TLC Health Savings Account Contribution (dual)		34.70				416	
TLC Health Savings Account Contribution (family)		51.74				621	
<u>Transportation, Food Service & Other</u>							
TLC Health Savings Account Contribution (single)		42.30				508	
TLC Health Savings Account Contribution (dual)		29.28				351	
TLC Health Savings Account Contribution (family)		43.66				524	
C. Total Employer Cost Per Group Health Member							
<u>Regular Full Time</u>							
Single Health		485.13					
Dual Health		529.46					
Family Health		772.87					
TLC Single Health & *HSA*		485.13					
TLC Dual Health & *HSA*		529.46					
TLC Family Health & *HSA*		772.87					
<u>Transportation & Food Service</u>							
Single Health		409.34					
Dual Health		446.74					
Family Health		652.13					
TLC Single Health & *HSA*		409.34				6.30%	
TLC Dual Health & *HSA*		446.74					
TLC Family Health & *HSA*		652.13					

Note: Where two employees are married, and they together opt for either a dual or family option, the employer will pay two times the single employer contribution for the plan option selected.

METHOD:
 Force TLC employee single contribution to zero.
 Proportion other rates to percentage contributions from prior year.
 Force 250 employer contribution to same as 500 contribution.
 Force *HSA* contribution so total employer equal across plans.

The motion carried as follows:

David Ash	-	Aye
J. Michael Hobert	-	Aye
Sharon Keeler	-	Aye
Michael Murphy	-	Aye
Charles "Chip" Schutte	-	Absent

6. Personnel Policy

The Board engaged in limited discussion of current personnel policy review. Mike Murphy suggested adding discussion of personnel policies to a future agenda.

7. Next Meeting

A called meeting of the Board was set Monday, March 17, 2014 at 1:00 pm in Meeting Room AB at the Berryville Clarke County Government Center.

The next regularly scheduled meeting of the Board is Monday, March 24, 2014 at 1:00 pm in Meeting Room AB at the Berryville Clarke County Government Center.

8. Adjournment

At 2:49 pm, Chairman Hobert adjourned the meeting.

Minutes Recorded and Transcribed by: Lora B. Walburn