



DAUPHIN COUNTY BOARD OF COMMISSIONERS

WORKSHOP MEETING

TUESDAY, OCTOBER 21, 2003

10:00 A.M.

MEMBERS PRESENT

Jeff Haste, Chairman
Lowman Henry, Vice Chairman
Anthony Petrucci, Secretary

STAFF PRESENT

Robert Burns, Chief Clerk; Julia E. Nace, Assistant Chief Clerk; Marie Rebuck, Controller; Robert Dick, Treasurer; Phil Spaseff, Recorder of Deeds; Robert Knupp, Esq. Solicitor's Office; Bruce Foreman, Esq., Solicitor's Office, Guy Beneventano, Esq., Solicitor's Office; Carolyn Thompson, Court Administrator; Steve Suknaic, Juvenile Probation Director; Jeff Patton, Juvenile Probation; Randy Baratucci, Purchasing Director; Edgar Cohen, Facility Maintenance Director; Gary Serhan, Deputy Controller; Garry Esworthy, Risk Manager; Faye Fisher, Personnel Director; Rick Wynn, Human Services Director; Mike Pries, Safety & Security Director; Jennifer Kocher, Communications Director; Diane McNaughton, Communications; Jane Gordon, Commissioners' Office; Kacey Truax, Commissioners' Office; Melanie McCaffrey, Solicitor's Office; George Connor, Economic Development; David Schneider, Personnel; Sharon Ludwig, Personnel; Kay Sinner, Personnel; Dan Robinson, Director of Community & Economic Development; Thomas Kershaw, Schaffner Youth Center

GUESTS PRESENT

Jack Shertzer, Patriot News; Karen Cullings, DCLS; Sandra Peck, DCLS; Rich Bowra, DCLS; Harvey Freedenberg, DCLS; Chuck McLister, Schaffner Youth Center; Michael Larks; Robin Setlock, Central Dauphin School District

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:00 a.m.

MOMENT OF SILENCE

Everyone observed a moment of silence.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

APPROVAL OF MINUTES

Mr. Haste: We have on the agenda today four sets of Minutes that we will take action on next week. Those are October 7, 2003 Workshop Mtg.; October 14, 2003 Salary Board Mtg.; October 14, 2003 Election Board Mtg.; and October 14, 2003 Legislative Meeting.

PUBLIC PARTICIPATION

Mr. Haste: We are now at the point in time of the Meeting for public participation. (There was none).

PERSONNEL

Ms. Fisher: There is one Salary Board item in the today's packet for Juvenile Probation. It is to eliminate a probation officer I position and create a probation officer II position.

Mr. Haste: The rationale for that is?

Ms. Fisher: It states on the form that changes are needed to supervise the increase in probation caseload in the Harrisburg schools.

Mr. Suknaic: That is mandated by our union contract. The positions in the Harrisburg School District are school based probation positions. They are required through the union contract, probation officer II status and a 4% increase in pay. Caseloads there have increased significantly during this year. We have discussed this with Court Administration and received Judge Kleinfelter's approval before we submitted the paperwork before the Commissioners. The impact for this year will be less than \$200.00. The impact for next year's budget for this one employee will be approximately

\$1,300.00. That would represent the 4% increase that is mandated in the union contract.

Mr. Haste: Does this mean if this person is going from a probation officer I to a probation officer II they are going to be supervising other probation officers that are going to be placed there?

Mr. Suknaic: No, it does not.

Mr. Haste: Okay, are there any other questions for Steve?

Ms. Fisher: Moving into the regular personnel packet we have the workshop agenda vacancy listing; the new hires listing; the changes listing; next we have the overtime report for pay period #20; next we have an overtime request for the Prison; and another for the Prothonotary's Office.

Finally, I would also like to propose to you the pay day schedule for 2004 and the holiday schedule for 2004.

Mr. Haste: This is the same as this year with the appropriate dates, right?

Ms. Fisher: Yes. Are there any questions on the personnel packet?

Mr. Haste: No.

TRAINING PACKET

Mr. Burns: Commissioners, there are eight requests in today's training packet. They have all been preapproved by the oversight commissioner and they can all wait for the Legislative Meeting for Board action.

PURCHASE ORDERS

Mr. Baratucci: I'll do the purchase orders first. I have just given you one from Facility Maintenance. They need to replace a fire pump in the Veterans Memorial Building. It didn't get to me in time to get it in the packet but if it is okay with you that copy of the requisition will be added to the packet for next week. If you have any questions regarding that, Mr. Cohen is here and can give you more details. The rest of the packet is there for review. And as always, Mike will be reviewing it from the Budget standpoint. Does anybody have any questions on the packet or the add-on item?

Mr. Petrucci: Can I get an explanation for page 6?

Mr. Baratucci: Page 6 is actually just a total from page 5. The bottom of page 5, there are some items for the Recorder of Deeds improvement funds budget. The three items that are listed at the bottom of page 5 are some items for the machines that the public

uses, coin-op machines. Page 6 is just the total. That is one of those budget adjustments that Mike will make because that money is coming from a special funding source.

Mr. Petrucci: This is not state money but money that the state has allowed him to deduct from his deeds revenue.

Mr. Baratucci: Phil is here and he might be able to explain it better than I. No it is not specifically general fund money.

Mr. Spaseff: This is out of our Act 8 money. We collect \$5.00, we get \$3.00 and the County gets \$2.00. This is for record improvements. The one is to complete our system in the Recorder's Office along with the other one for Tax Assessment so that they will be charging the same as we are for public information coming out of the Tax Assessment Office. By doing that, we both can be on the same line charging as far as the fee to copy documents in those offices. This is not from the general fund. This is out of the Recorder of Deed's Act 8 money. Not even the County's Act 8 money. Steve needed one and had no funding for it so we are taking it out of ours.

Mr. Petrucci: Thanks, Phil.

Mr. Baratucci: Are there any other questions on the packet?

Mr. Haste: No.

BID WARD

Intent to Award; Notice to Award; and Notice to Proceed with a bid for a food service contract at the Dauphin County Prison

Mr. Baratucci: A couple of weeks ago we opened bids for the food service contract at the Prison. The five year contract that is currently in place ends on the 27th of this month. We received two bids. They are noted. Aramark, who is the current supplier and I made a note at the bottom, that we are currently paying \$.933 per meal. You can see by their bid they came in quite competitive hopefully because they didn't want to lose it to Canteen. In any case, the prices are going to go for the first year from \$.93 a meal down to \$.73 a meal. It did take us a couple of weeks to go through this. Behind this summary are some letters where the Warden went to an independent dietician to get a review to make sure that the menu that they were proposing met all the requirements. That's the items that are behind it. The review was completed successfully and confirmed that it did meet calories that the bid required and the nutritional items that were in the bid. We've checked it out as thoroughly as we can and both of us are comfortable recommending that we award the bid to Aramark. What I would like to do is if you could take action of the bid award today, there was a contract that was in the bid that was written by our Solicitor's Office. I think if we take action on the bid award today, hopefully by next Tuesday we can have the contract for you to sign

because the current one actually expires on Monday. We would like to get it in for next Tuesday's official approval contract wise. In order to do that, we needed to take the bid award action first. If it is possible and if you don't have any questions, could you take the bid award action today?

Mr. Haste: Does someone know when these rates will go into affect with this new menu?

Mr. Baratucci: Actually the contract ends on the 27th of this month, so they should go into affect starting next week. This should actually help us budget wise a little bit this year and extremely help us next year.

Mr. Petrucci: Mr. Chairman, I make a motion that we accept the low bid offered by Aramark for Prison food service.

- A. Bid Award – Intent to Award; Notice to Award; and Notice to Proceed with a bid for a food service contract at the Dauphin County Prison.
(NEEDS VOTED ON 10/21/03)**

Mr. Haste: Is there a second?

Mr. Henry: Second.

Mr. Haste: Is there any further discussion? All those in favor say, aye.

All: Aye.

DEPARTMENT DIRECTORS/GUESTS

- A. Chuck McLister, Schaffner Youth Center
 - 1. Proclamation to Chris Growthe winning "Teacher of the Year Award".
Recognize individuals nominated for awards: Vanessa Schofield; Michael Larks; and Thomas Griffith, Jr.

Mr. Petrucci: I'm going to turn over the mention of some ladies and gentlemen that have done some outstanding service at the Schaffner Center to Chuck to explain who and what and how.

Mr. McLister: The Juvenile Detention Center Association of Pennsylvania (JDCAP) is an association of all the directors of detention centers across the state of which there are twenty-two. It is also an affiliate of the County Commissioners Association. Every fall we have a conference in which staff members of the facilities receive training. We do a banquet with awards. This year the Schaffner Youth Center was nominated on several fronts and won actually three awards. One of the residents won a poetry

contest. We won for the best special project of the year for the shelter's work with the residents at Frey Village in Middletown. Mr. Chris Growthe from Central Dauphin School District won "Teacher of the Year" in Pennsylvania with JDCAP. We also have several members who were nominated, one of which is here today. We would like to honor the runners up because Mr. Larks who was nominated for "Staff Member of the Year" is a winner in our hearts although he was a runner up at the JDCAP Conference. On behalf of Chris Growthe, who is unable to be here today because he is teaching, of all things. That is my screw up, not his. Robin Setlock from Central Dauphin is here to accept the Proclamation on his behalf. We are very very proud of our folks who did so well. Mr. Larks is a ten year employee who is just as solid as a rock at the facility, respected by the kids, respected by the staff, is consistent, always on time, always there when he is supposed to be and he is just a great team player. We are very happy that he was honored at the conference and can be honored today as well. That's the background and maybe we could award these certificates. We did an internal plaque for Mr. Larks, as well.

(A group picture was taken)

Mr. Petrucci: Before they go, I would like to make a comment in regard to leadership issues at the Schaffner Center. I really appreciate what Chuck McClister and Cornell Abraxas has done with the leadership at the Center. For about eight years before they got here, I constantly was berating the Director to get our students out working and doing some things outside of the facility and here they have won an award for doing that very thing going over to Frey Village and helping out with the seniors as they help themselves. I appreciate the leadership that has allowed that to happen. I also understand that Mr. McClister is moving on, new locations, new functions, and a new director is about to descend upon us. I had a chance to meet him for the first time last night and hopefully he will be able to stand up to the job that Mr. McClister has provided for us.

Mr. McClister: You are in good hands, I assure you and I'm also not very far.

Mr. Petrucci: Mr. Kershaw, how are you? He has been filling in at the top spot for us in an acting capacity on a few occasions and we appreciate the work you're doing, too.

Mr. Haste: Mr. Bowra from the Dauphin County Library.

B. Rich Bowra, Executive Director of Dauphin County Library System;
Harvey Freedenberg, President of the Board; &
Karen Cullings, Community Relations Coordinator

1. Dauphin County Library Financial Report.

Mr. Freedenberg: I'm President of the Board of Trustees of the Dauphin County Library System. With me this morning, on behalf of the Library, are Richard Bowra, Executive Director and Karen Cullings who is our Community Relations Director. We are grateful

for the opportunity to appear before the Board this morning to make this brief presentation. As you will recall, Mr. Bowra appeared before you in March to present information regarding the financial operations and conditions of the Dauphin County Library System. It was about that time that the state budget was unveiled and I think we thought by the time we're here in October that issue would be resolved but unfortunately it has not been. We've met individually with the three of you to provide background information in regard to the operations of the library over the last few weeks. We have also met with the candidates who are running for commissioner in November. What we would like to do today is to provide for you a presentation based upon the report that was submitted to all of you last Friday describing all of our activities and our request for additional financing in the upcoming year. So with that I will turn the presentation over to Karen Cullings who will describe some of the services and programs that the library offers.

Ms. Cullings: This is my assistant Rich. When the state budget cuts were announced early this year, one of the things that we did was provide public comment cards to library users so that they had a forum for giving us their input on the budget cuts and what the library system means to them. That was by far the best thing that came out of a bad situation. We had more than 900 people fill out public comment cards to be shared with local officials and state officials. In the course of it, they made a pretty compelling statement about the importance of library service in their lives. I went through the comment cards and tallied up the ones that specifically mentioned a particular service that they valued and ran this chart on them. If you will look at that, you'll see by far the leading service that is valued is the school support. This was comments from students themselves talking about the importance of the public library and supporting their school work is comments from parents who value it for the same reason. But, there are also a fair number of comments from public and private school teachers about using the public library system to either augment what they are getting through their school library or teach their children research skills. So those were by far the largest segment of comments that we got. We got comments from daycare providers and from home schooling parents as well along the same lines.

The next four bars of the chart tell a pretty interesting story. We typically rely on use measures to determine whether or not we are meeting the public such as a number of items borrowed and that type of thing. Over the last probably ten years there has been a dramatic change in how people access information at the public library as in life as general thanks to the internet. When we introduced the internet to the public there was a corresponding drop in typical borrowing of printed material and a huge increase in on-line visits and accessing of information through computer technology whether it is on-line data bases or visits to our website as a portal. But in the last couple of years, that has started to level out and patterns are on the rise for borrowing of printed materials and using magazines and that type of thing and still rising in terms of computer usage but not as dramatically as they were which is what everyone sort of thought would happen. If you look at these bars, you can see that the general collection which is the collection of books and printed materials, recreational reading, adult research and computer services all make up a pretty close listing of what people were telling us that

they particularly value about library services. Then we go down the line and there is staff which I'm happy to see is in there, because there wouldn't be other services without the staff providing them. There are literacy and children's issues, story times, children's literacy outreach, that type of thing that were also noted. I just handed to you in addition to the report, which outlines for you what a typical family borrows. They borrow about ten items from us a year which is higher than the national average and then broke down some of the other uses that they would have. The typical household, and we are basing that on a \$150,000 house, I'm not sure how typical that is for Dauphin County. We thought that was probably midrange. They pay about \$34.95 for their library service. If they borrow ten circulating items that's, as you see 20170, they borrow an item from another library they use some of the reference items in the library and they use the on-line services that we provide. For that \$34.95 they are getting \$3,853.90 worth of use out of the library in a year. I think that is a good return on their investment. I think that is all I have to say about service and I'll turn it over to Rich to talk about the funding scenario.

Mr. Bowra: Sure, they give me the easiest part. Thank you for this opportunity and again thank you for taking the time to meet with us in the past several weeks. What I wanted to do as we said we would keep this to a fifteen minute presentation is give you a little bit of the budget history of the library system as well.

It was seven years ago that we appeared before the Commissioners looking for an increase in the millage. That was very much a serendipitous occasion because shortly after that is when the Ridge Administration was able to put in a number of increases to library funding that predicated on how solid the local support was. What was really good about that was it gave us a lot of financial horse power to run for these last seven years without asking for an increase in the millage. What we will be asking at the end of my presentation would be listing a specific amount. But this will be the second time in eighteen years that we'll be asking for an increase to the millage to the library tax. One of our guiding principles is to be very fiscally responsible to the taxpayers. I think we have certainly demonstrated that with our history. We are very much at a crossroads as our document articulates. Last year our state funding was flat. The state funding accounts for 40% of our total budget. This year there is a 50% cut proposed in the state budget as it currently exists. Even with the flat funding, with the county revenues that comes into us increasing less than 2% a year, that's been giving us about a 1% increase a year for operating the library system. Where we are right now as was said earlier, this announcement from the state was made in March. We were hoping that we would know by now what that state budget would be, we don't. If it goes through as proposed, that would cost the library system \$1,000,000 a year in operating funds because the state is 40% of operating budget. That impact is really going to hit us in January. There is about a six month lag. There is certainly time to correct this as far as public libraries are concerned. Even if we get half of that money restored, you will see the different scenarios, at the very bottom I show the impact. Even if we get half of that restored that would still put us a half million dollars behind. What we have in the packet that we sent out Friday, I'll say this is certainly a general statement is if there are any questions either today or follow-up we will provide whatever background you need.

We put it in three different components. One is in the status quo. That being, if we don't do anything additional and if the state money is fully restored, you will see that we are still at that point going to be short in this coming year about \$127,000. That is if all the money is restored on the state side. We can't predict what that is going to be. What we did here is present this in three increments all of which are very very important. We call the second category service improvements but as I wanted to say I think the term service improvements is maybe a little bit misleading. What service improvements really allow for in that budget is to replace aging equipment on a reasonable schedule, to perform some of our much delayed general facility maintenance, to make some reasonable adjustments in personnel. We did put in the packet for the commissioners some of our salary scales and things of that sort so you can see where we are in that. A few other things like upgrade our library computer system which is a 1988 vintage system which will not be supported after next year. The third component as we worked in these different increments includes our capital projects. As the Commissioners know, we had a very much needed capital projects scheduled for the library system. In September of 2000, we really got going on this and at that point, we were very optimistic about having 2.6 million dollars in state capital funds released to help supplement a 2 million dollar campaign and 1 million dollar in grants and other endowments that we put together. We have moved forward. We have been able to replace our Kline Branch Library that was in leased quarters where they had indicated the lease would go up 65%. We put that investment into our own property. That facility is up more than 20% in use. The commissioners are well aware of our merging of our Williamstown and Lykens facility several years ago and fulfilling a promise to those folks to construct a handicap accessible library facility in the upper part of the county, which we did and that use in the first month is up almost 90%. It's demonstrating how that is being a real boom to the citizens. We are at a crossroads in these capital projects. We have had a very successful public campaign of two million as I mentioned. We have monies pledged towards these other facilities and we need to be able to complete those facilities to meet our obligation to the public. In the packet that we showed to the commissioners, we do show conventional financing. I just wanted to go on record that we certainly are well aware that we would want to look at other bond and other types of financing that might be more to everyone's advantage in that process. That for an example is what we used there.

So where we are at this point, is we feel very strongly that we have been doing a very good job in serving the citizens of Dauphin County with our public library service. We have been very fiscally responsible. As I said, this was the second increase that we are asking for in an eighteen year period. What we are asking for at this particular point is an increase to the millage of .117 mills. That would bring the tax to .35 mills. The impact per household as again as Karen indicated, we used \$150,000 what we thought was a good example. It would reflect an increase to that household of about \$1.50 per month for public library service. In terms of that increase, the average of \$150,000 value would be paying a little over \$52.00 a year for library service for however many family members might be in that household. That money would buy one college textbook, although having just bought my son's college textbook, I dispute that. I think

the Anatomy textbook was \$150. Less than two months of cable service; two hardcover best sellers; these are not all of these things. You could buy one of these items or two months of AOL or three tickets to a Bears game; or three top ten music CD's. Or they could use the library and have unlimited use of more than 280,000 books, 25,000 music and book recordings, 12,000 videos, 700 magazine subscriptions, free internet access, free educational programs, free access to on-line data basis and free reference and information services. As mentioned, we have had over 900 quotes from the public in terms of how they feel about the library system. This is certainly an investment we feel in which the citizens and taxpayers can readily see their return on an investment. I know that when we had the increase in 1996 for the 1997 budget and beyond, the citizens were very supportive of that. We certainly respectfully request this increase. We also understand it is a very difficult time financially for the state and the county. We wanted to lay out our picture as to what we feel we need to be able to serve the citizens effectively. Before, I turn it over to Harvey and after Harvey, we will answer certainly any questions you have. I need to quote something that my pastor said this Sunday. She knew I was going to say this that "we promised to keep this to fifteen minutes which she said one of the congregation said, it is more than enough time for a good presentation and far to long if it is not a good presentation." So hopefully, ours has been a good presentation.

Mr. Freedenberg: I would like to conclude by saying that as reflected in these comments, I don't think there is any institution in this county that touches as many lives as the library does in so many different ways, from schools to job seekers, from literally the youngest citizens in our county to the very oldest. All of them have some need that is satisfied by the library. We think we have done a very good job of satisfying those needs to all of the segments of the community of every age and socioeconomic level. We would be most appreciative if the commissioners would approve this request that we have made. We do appreciate the time, the interest and the support that you have shown our operations throughout the years. Thank you.

Mr. Haste: Are there any questions?

Mr. Petrucci: Have you noticed any change in the state's sentiment as they move through their budget considerations and look at new revenues in regard to the state funding?

Mr. Bowra: We are constantly in contact with our state association, the Pennsylvania Library Association. The best information that I can give you at this point is that there certainly is a sentiment to restore some of the funding. I have really not heard anything more substitutive about restoring all of the funding. I would hate to make a prediction as to where that might be but we will certainly hope that all of the funding could be restored but we also have to be prepared for what might actually come our way.

Mr. Petrucci: The millage increase that you are seeking, this I'm sure would not replace all of the funding that the state is proposed cutting but will at least keep you afloat at a reasonable level, your activities and programs.

Mr. Bowra: That is correct. What we are looking at is to anticipate and hoping that we will get a substantial portion of the state money restored. What's very important to look at in a scenario is if you go out more than the first year or so, you can see how with normal inflationary increases that money shortfall starts to swing. Again I certainly can assure you that we have worked very hard in terms of keeping costs down but this is what we feel is a request that will set us in good stead to move forward including our capital projects for the next several years.

Ms. Cullings: I want to point out in the report that there are other steps that we are taking besides government funding to try to increase funds. We are doing a much increased annual fund drive this year to everyone in the county, seeking grants and private donations and continuing with the fundraising for the capital needs even though the campaign to all intense and purposes is all wrapped up. We are doing what we can in those areas.

Mr. Petrucci: I know you have. I would just like to point out an observation, while the county has normally a four year cycle on increasing in taxes coinciding with elections. The library is operating on sort of an eight year cycle on coming in and asking for assistance.

Mr. Bowra: We could move to four.

Mr. Petrucci: You're able to do a lot of extra work on the side to make sure that you make up for these increases every year in costs by finding funds without coming here. We respect the work that you do, we do know from our citizens that you are providing excellent service and it's a delight to me to see how a community comes together around libraries. It is sort of a heart and soul of a community at times. That certainly is the case in the brand new upper end where you opened up a phenomenal facility.

Mr. Haste: I would like to ask a question that has been asked of me since the last time we met. This issue came up in a public forum that I was at. Someone asks why we don't, and I didn't have the answer, and that's why I'm asking you so I know the answer, why don't we take this instead of increasing the millage rate and passing it onto all the taxpayers. Why not pass the increase to the cardholders?

Mr. Bowra: There is a very easy answer to that. The Commonwealth of Pennsylvania assigns a library service area and we get 40% of our funding from the state. That is predicated on offering free service to those citizens. So it is something that we would not legally be permitted to do.

Mr. Haste: You might have told me that before and I didn't remember the answer.

Mr. Bowra: Commissioner Henry and Commissioner Petrucci might recall about two or three years ago there was a possible augmentation of some communities in Northumberland County to become part of our system. We indicated to them that the

only way that could happen was if the taxes collected on the same basis as Dauphin County were to be done. In cases where our libraries serve people outside of the direct service area, there is some state reimbursement for that. I wanted to make that point as well. When we are looking at cardholders, if we are serving someone from York County for example who might work in Harrisburg, part of the state funding stream is reimbursement for that so we are not using county taxpayer dollars for that purpose.

Mr. Haste: I see that you have almost 11,000 noncounty cardholders.

Mr. Bowra: We get separate reimbursement for that.

Mr. Haste: Okay and it appears to be a little more than one out of every three?

Mr. Bowra: It is one out of every three in terms in actual cards but what one has to keep in mind are two things that are very important to us. One is unlike many libraries nationally and in Pennsylvania, we purge our data base on a very regular basis. If you are not using us actively you're not on the rolls. A lot of libraries will have more patrons than they have citizens because they simply do not purge their records. Also, it is very typical for one household to use one card for several people in that household. The national average the last time we looked at this was somewhere around 30% in terms of people actually having cards per population. We certainly are on the mark in terms of public libraries in that regard.

Mr. Haste: Actually, that number was a little higher than I anticipated. I remember when that question came up, one out of every three residents seems to me to be a pretty good number.

Mr. Bowra: Yes.

Mr. Petrucci: Rich, has the application of the Patriot Act caused you any increased cost in running the library system?

Mr. Bowra: It will. I love the question because we have actually applied for a grant to help absorb those costs. We put a grant into the state about two or three months ago that we will hear about a few months from now. That will be in advance of the Patriot Act going into effect for libraries next July that will provide the platform for the necessary hardware/software management and filtering. That's a grant of about \$100,000. So it does add costs to that and we're seeking grant funding for that purpose.

Mr. Haste: Are there any further questions or comments?

Mr. Bowra: Other than we are excusing ourselves to go to a nominating committee meeting and a Board Meeting, we will be back to the Commissioners in terms of possible board members for consideration in the near future. We certainly thank you for this opportunity.

Mr. Haste & Mr. Petrucci: Thank you.

C. Sharon Ludwig, Manager of Benefits and Compensation

1. Proposals for Delta Dental Self Insurance for the Dauphin County Prison Guards/IBT Local #776, group #384; Dauphin County Probation Officers/IBT Local #776, group #3034; Schaffner Youth Center/IBT Local #776, group #3042; and Dauphin County Court Related Non-Professional Employees/IBT Local #776, group #3051.

Ms. Ludwig: I'm here today to put before you a proposal to go self-insured with our Delta Dental plans. Currently, we pay a premium per employee per month on our plans. Through some analysis with utilization reports from Delta Dental, I have found over the last two years, 2001 & 2002, that we pay close to \$90,000 in premium over what the claims were over the utilization used by employees. When you see a significant difference like that, it tells you that probably the best bet would be to go self-insured which means we actually pay towards claims. How Delta Dental has arranged it, is that we pay a \$40 per employee per month cost. At the end of the quarter, Delta Dental totals up the claims along with the administrative fee of \$3.40 per employee and compares it to the premium that we pay of \$40 per employee per month. If we paid too much, they give us money back. If we have not paid enough, then we owe them more money. Implementing this we probably could see about a \$70,000 savings the past years. The risk with this is quite low because the maximum on the plan is \$750 per member per contract year. The chances of every single member of Delta Dental utilizing the \$750 per year is unlikely. About an eighth of those members usually hit the maximum each year. So the risk is very minimal in changing to a self-insured plan under this plan.

Mr. Haste: How does that compare to what we have now? Do we have the same cap?

Ms. Ludwig: Yes, the caps are the same. Nothing changes with the plan so the employees will not see any difference whatsoever. It's more on our end and our financial keeping.

Mr. Haste: Hadn't the County been with Delta Dental once before?

Ms. Ludwig: We have always been with Delta Dental.

Mr. Haste: This is just self-insured?

Ms. Ludwig: This is just moving the plan from a fully insured plan to a self-insured plan. It would still be administered by Delta Dental. They would still administer the claims and that stuff. All we have to do is inform Delta Dental in writing by a letter that we are interested and then they will forward a contract for signature. What this also does is it moves these four groups onto the same renewal date of January 1. Currently, we have

about four different renewal dates for these groups. They happen all throughout the year. So this will move all four groups to one renewal date of January 1.

Mr. Petrucci: Have the unions been okay with this move?

Ms. Ludwig: This is not a move that the unions need to have any input into because it does not affect the coverage that the employee receives or anything like that. It is our financing of how we finance the plans. The unions input on that is not necessary.

Mr. Petrucci: There is no pragmatic affect on the employees?

Ms. Ludwig: No, none at all.

Mr. Haste: I think we ought to move forward so you can get the contract to have the solicitors review it. We can take action that way.

Ms. Ludwig: All right & thank you.

ITEMS FOR DISCUSSION

Mr. Haste: We have items A thru F. Is there anything there, Bob, that you need to discuss?

Mr. Burns: I don't think specifically, Mr. Chairman. You will recall Item A was on last week's Legislative Meeting and was tabled. Commissioner Henry recused himself, so we tabled that.

Mr. Haste: There is no need to vote on that now, or is there?

Mr. Burns: I don't believe there is, no.

Mr. Haste: If there is no need, those items will be carried over to next week for action.

- A. Telecommunications Services Agreement with Verizon Select Services, Inc., for Internet IT connection at EMA to build a redundant Internet link to the existing technology located within Information Technology.
- B. Proposed resolution to amend the By-Laws of the Dauphin County General Authority.
- C. Proposal to extend AFSCME Contract for Spring Creek employees.
- D. Refund of 2002 Property and Library taxes to Foot Locker, Inc., for parcel #45-021-004, #65-033-129, #65-033-130 & #65-033-189, in the amt. of \$4,575.16.

- E. Change Order #2002-01-16 with Herre Bros., Inc., for Phase I Renovations to the Dauphin County Courthouse, in a credit amt. of \$526.34.
- F. Mass Transit Services and Funding Agreement between Dauphin County, the City of Harrisburg, Cumberland County and the Cumberland-Dauphin-Harrisburg Transit Authority ("CAT").

SOLICITOR'S REPORT

Mr. Haste: Mr. Knupp is there anything you need to add to the Solicitor's Report?

Mr. Knupp: No, the draft report is before you and can be carried over to next week. I'll be happy to answer any questions if there are any.

Mr. Haste: Are there any questions for Bob? (There were none).

COMMISSIONERS' DISCUSSION & ACTIONS

Mr. Haste: Are there any comments by any of the members of the Board of Commissioners? (There were none.)

PUBLIC PARTICIPATION

Mr. Haste: We are again at the point in time for public participation. Is there anyone in the audience that would like to address the Board at this time? (There were none.)

ADJOURNMENT

Mr. Haste: Is there a motion for adjournment?

Mr. Henry: So moved.

Mr. Haste: Is there a second?

Mr. Petrucci: Second.

Mr. Haste: All those in favor say, aye.

All: Aye.

Mr. Haste: We are adjourned.

Transcribed: October 21, 2003

Respectfully submitted,

Robert Burns, Chief Clerk/Chief of Staff

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