

DEKALB COUNTY COMMISSIONERS' MEETING

April 13, 2020

Commissioners Present: President William L. Hartman
 Vice President Donald D. Grogg
 Vice President Jacqueline R. Rowan

Others Present: Auditor Jan Bauman
 Attorney James P McCanna

MATTER OF HUMAN RESOURCES

At noon today there will be a conference call with AJ Gallagher and PHP. Should we retain them? Dotty Miller explained there are pros and cons. Last year the County sustained many high dollar claims, so an increase in the rate should be expected. Pros: Geographic proximity, customer service (both from the standpoint of employees and from HR getting answers), their willingness to work with us on wellness projects, their ability to negotiate with the local physicians' groups, hospitals, facilities for their best 'discounts', the relationships we have formed over the past several years, etc. Cons: Costs. However, we must consider our claims rate and the plans we offer our employees. Additionally, due to COVID-19 and these uncertain times, it might really be a strong case to consider keeping Physicians Health Plan as our health insurance carrier in 2020/2021 for additional reasons.

If we were to go out to shop around for a new carrier, we don't know what kind of response we would get in this climate. We don't know how responsive or able other health insurance companies will be to provide quotes if their staffing is anything like so many companies. We probably would not receive favorable quotes due to an anticipated negative claims rate. That alone might cause any companies to not even want to quote. With Anthem Blue Cross/Blue Shield and Parkview in an uncertain business relationship, Anthem may not be a good choice right now.

Furthermore, there are the logistics if we were to shop around. What happens if we change companies with the timing of our renewal/open enrollment and if COVID-19 is still causing business disruptions? Our timeframe is generally April for sending out the RFQs, receiving quotes in early May with negotiations/decisions taking us toward the end of May. Open enrollment starts in June for us to be able to educate/enroll/make changes so that every employee is covered effective July 1. What happens if we are still under some sort of Executive Order/physical distancing/employees reduced in hours or laid off? Certainly would make doing those things challenging with a new company.

Community Corrections has been shut down temporarily. Dr. Souder felt there was too much movement in and out of the building due to the work release program. After much discussion, there were two options: either they all stay at Community Corrections until stay-at-home order is done, or all go home with ankle bracelets. The latter was chosen. President Hartman had asked whether there should be security at the empty building.

One employee has been laid off due to COVID-19 and the lack of work available for that employee to do. Logistics of how payroll is working for those who are not working was discussed. The 12-week Emergency FMLA period is the total FMLA amount that can be used for a one-year period, for example, if a medical leave were also needed. There are 12 weeks total for everything that can be used.

Does Ms. Miller foresee the potential for departments needing to catch up on work when employees are offices are back in place and operating normally? There may be a need for departments to work 40 hours

per week temporarily. Department heads will also want to monitor whether productivity remains level if they do increase hours.

MATTER OF MINUTES

Donald Grogg made a motion to approve the minutes dated April 6, 2020 with correction. Jacqueline Rowan seconded, and all approved.

MATTER OF SHERIFF'S VEHICLE BEING TAKEN TO AUCTION

The Sheriff will be taking a vehicle to auction and needed the Commissioners' approval. Donald Grogg made a motion to allow the 2016 Dodge Charger, VIN # ending 3541 to be taken to auction and for the President of the Commissioners to sign. Jacqueline Rowan seconded, and all approved.

MATTER OF CREDIT CARD PURCHASE BY THE SHERIFF

Donald Grogg made a motion to allow the one-time purchase for the Sheriff to buy 12 plastic mop heads at \$12.75 each plus shipping due to problems with inmates using metal mop heads to destroy mortar between blocks. Jacqueline Rowan seconded, and all approved. The company that sells the mop heads will only take credit cards for payment.

MATTER OF SOCIAL ENGINEERING FRAUD INSURANCE COVERAGE

Jacqueline Rowan made a motion to approve the increase in Social Engineering Fraud insurance coverage from \$100,000 to \$500,000. Donald Grogg seconded, and all approved.

MATTER OF PROBATION PROCEDURES DUE TO COVID-19

First of all, Michael Lapham told the Commissioners that unfortunately the trip to California was canceled due to COVID-19. The first 4 airline tickets that had been purchased were not insured, so that money has been lost. Jim McCanna suggested he check with the airline because some companies are working with customers on providing recovery of costs such as these.

Second, Mr. Lapham said Probation is a face-to-face necessity. He would like to begin doing visits in an open-air setting beginning May 1st. He would like to have an area large enough for 3 or 4 officers to meet with probationers. He could use the parking lot. A shed would not be open-air enough. Taylor Rental would have a tent large enough which could be the first place to start. Drive-through testing would not provide all of the base-line services that are necessary. His goal is to keep all gloves, masks, and cleaning product costs to a minimum. Providing a certain base level of services is necessary to protect the employees and community. Mr. Lapham also has different ways to monitor clients, such as with mouth swabs. The Commissioners will work with him on costs if necessary. Mr. Hartman will stop by Taylor Rental and speak with owner Ben Smaltz to explain the importance of Probation's request. Mr. Lapham will also check the 4-H to see if there is a building available. However, whenever a venue is changed, getting all of the clients notified can sometimes be difficult.

Mr. Lapham would allow other departments such as the Public Defender and Prosecutor's Offices use of the open-air space when Probation does not need to use it.

MATTER OF COURTHOUSE

Larry Lane has found a distillery that has hand sanitizer available for purchase. The cost is high (approximately \$30/gallon) because ingredients to make the sanitizer are scarce. President Hartman had told him to purchase 10 gallons. It will be available later this week. The hand sanitizer is more liquid in nature than the typical gel. Mr. Lane is going to get spray bottles to make it easier to use. It can be used for not only hands but also for surfaces.

The carpet in the Prosecutor's Office has a significant wrinkle that could cause someone to trip. Mr. Lane is having someone come in to look at the carpet. The carpet is in good shape and should not need to be replaced, however.

A valve needs to be replaced in a courthouse boiler. The heating and cooling system has to be completely turned off for the work to be done, so now is a good time to be changing it out. Mr. Lane will have Felger and Hart here to do the work.

Light bulbs have been replaced everywhere except for Circuit Court, which should be done next week.

MATTER OF SUBSTANTIAL COMPLETION DATE FOR COMMUNITY CORRECTIONS

Attorney McCanna studied the construction contract documents to see if he could discern what the Substantial Completion date is. He said there is a place that states that the Architect issues a Certificate of Substantial Completion, and then payment must be made within 30 days. There's not enough in the contract to specifically state what that date should be. It contemplates 355 days, but there are other places in the contract that can also apply. The Commissioners will set up an appointment with Tony Vie to press him on the major issues that precluded those on work release from being able to move in to the building.

MATTER OF K-9 BENEFITS TO BE ADDED NEW EMPLOYEE HANDBOOK

Donald Grogg motioned to have the suggested verbiage from HR added to the new Employee Handbook regarding K-9 benefits. Jacqueline Rowan seconded, and all approved.

MATTER OF EMPLOYEES ON UNEMPLOYMENT CONTINUING TO EARN PTO

The Commissioners believe an employee who is off work and collecting unemployment due to an issue surrounding COVID-19 should be able to earn their PTO on their anniversary date as long as the person is still actually a County employee.

MATTER OF HIGHWAY

A cable owned by Frontier was hit by one of the Highway employees. However, the cable should have been buried deeper than 6" so it could not be hit, and, it was not located in a place allowable by the Highway permit that had been issued. The attorney is going to send a letter to Frontier to tell them we are not responsible.

Mr. Parker will be turning in a request for an additional appropriation for bridge engineering services out of the Cumulative Bridge Fund in the amount of \$62,000. This is for Bridge #46.

Mr. Parker would like to advertise the invitation to bid for two new dump trucks and their associated equipment. Donald Grogg made a motion for all three Commissioners to sign and approve the advertisement notices for Invitation to Bid for 2 Tandem axle dump truck chassis and 2 Tandem axle

dump truck body and equipment and to spec them out. Jacqueline Rowan seconded, and all approved. The two trucks being traded in are old enough that finding replacement parts is becoming difficult.

Mr. Parker received permission from the Commissioners to get his mowing crew hired for the summer.

The County is going to be responsible for approximately \$62,000 to repay the federal government's portion of removing the bridge from County Road 75 over the CSX Railroad several years ago. This is because the County has not found a way to repurpose the bridge in a timely manner. This is the bridge that the City of Auburn would like to use as a walking bridge.

MATTER OF INSURANCE RENEWAL CONFERENCE CALL WITH AJ GALLAGHER, PHP

The Commissioners had a conference call with Alexis Coonan and Kelly Dirksen from AJ Gallagher, and Tami Meeks and Jim McCann from PHP regarding the employee health insurance renewal. Parkview and Anthem network negotiations are taking place, and the contract deadline is August 1st. Some services are no longer provided by Lutheran so they have to be sent to Parkview. Parkview is the second most expensive hospital in the country right now. These are the kind of costs they are trying to work with and mitigate. DeKalb Hospital has transitioned to Parkview. Parkview and Anthem are worlds apart, and negotiations will most likely take a long time to work through, especially now due to COVID-19.

How is COVID-19 affecting eligibility? PHP is allowing members who have a reduction in hours to stay on the plan for up to 90 days. How is COVID-19 affecting benefits? Testing for COVID-19 is being covered at 100%. If you have COVID-19, the medical bills would be under the employee's normal medical plan. Also, telemedicine visits are coded and charged as a regular doctor visit if the doctor prefers to have the patient see him/her electronically instead of coming in to the doctor's office. Call-a-Doc is normally a flat \$40 fee, but those fees currently are being waived whether or not the illness has to do with COVID-19.

The Employee Assistance Program covers employees and their families for up to 3 counseling sessions.

The renewal history (initial v. final) was presented for the years 2015-2020.

PHP is giving employees a variety of incentives to help them become more physically fit with the hope that it will help reduce the number of claims and prevent problems. This will help employees contain costs. Biometric screenings are also being done.

A 2019 preventive care benefit utilization chart was presented. Preventive care was not utilized as fully as it could have been. Much of this can be due to the lack of education on the part of the employees.

Top medical diagnosis categories were presented. The largest category of costs for DeKalb County is musculoskeletal and tissue claims. Areas to reduce these types of claims discussed were alternative therapies, pre-certification and management programs, and employee education on cost of treatment.

Vice President Grogg asked how employee deductibles could get lowered and if plans should be reduced to one plan option in order to reach that goal. Varying deductible options, different out-of-pocket maximums and co-insurance will be looked at for the upcoming renewal. Another question he had was whether there are other carriers we should be considering. Something we need to be careful of is switching to a carrier that is going to give a great initial rate to get the business but then hike the rate the following year. The Commissioners do not want to be bound solely to PHP if going with a different carrier would be better for the County.

William L. Hartman - President

Donald D. Grogg – Vice President

Jacqueline R. Rowan – Vice President

Attest:

Jan Bauman, Auditor