

MINUTES

Rappahannock Area CSB

September Personnel Committee

Wednesday, September 12, 2018, 10:30 am - 11:30 am

Board Room 208; 600 Jackson Street; Fredericksburg, Va. 22401

In Attendance

Amy Umble; Andrea Merwin; Brandie Williams; Debra Draper;
Diane Deibel; Greg Sokolowski; Jane Yaun; Karen Kallay; Ken
Lapin; Nancy Beebe; Rhonda Pellicano; Teresa McDonnell;
Terry Moore

Not In Attendance

Beth Elkins; Lawrence Davies; Linda Carter

A. CLOSED MEETING, VA CODE 2.2-3711 A(4), A(7) and A (15)

Greg
Sokolowski

It was moved by Greg Sokolowski and seconded by Ken Lapin that the Personnel Committee of the Rappahannock Area Community Services Board convene in a closed meeting pursuant to Virginia Code §2.2 – 3711 A(4) for the protection and privacy of individuals in personal matters not related to public business; Virginia Code §2.2 – 3711 A(7) to receive a briefing by staff pertaining to litigation, where such briefing would affect the litigation posture of RACSB if held in open session; and Virginia Code §2.2 – 3711 A(15) to discuss medical records excluded from 2.2 – 3711 pursuant to subdivision 1 of 2.2 – 3705.5, specifically to deliberate in the case of SH.

Upon reconvening, Greg Sokolowski called for a certification from all Committee members that, to the best of their knowledge, the Committee discussed only matters lawfully exempted from statutory open meeting requirements of the Freedom of Information Act; and only public business matters identified in the motion to convene the closed meeting.

A roll call vote was conducted:

Debbie Draper--aye Nancy Beebe--aye
Ken Lapin--aye Diane Deibel--aye
Karen Kalley--aye Greg Sokolowski--aye

Move: Greg Sokolowski Second: Ken Lapin Status: Passed

B. Employee Wellness Initiative

Terry Moore

Terry Moore reported on employee wellness initiatives. She told the Committee that RACSB partners with the Rappahannock Area YMCA to offer employee wellness programs for employees, including a diabetes prevention program. She reviewed a mid-point recap of results from the program, including employee weight loss, increased activity, and participation.

ATTACHMENT I

C. July 2018 EEO Report and Recruitment Update

Teresa McDonnel

Teresa McDonnel presented the EEO Report and Recruitment Update for July. RACSB received 209 applications through July 31. This is an increase of 3.98% compared to the month of June 2018 and an increase of 1.41% compared to July 2017.

ATTACHMENT II

D. August 2018 EEO Report and Recruitment Update

Teresa
McDonnel

Teresa McDonnel presented the EEO Report and Recruitment Update for August 2018. RACSB received 204 applications through August 31. This is a decrease of 2.4% compared to the month of July 2018 and an increase of 41.7% when compared to August 2017.

ATTACHMENT III

E. July 2018 Retention Report

Terry Moore

Terry Moore presented the July 2018 Retention Report. Human Resources processed a total of nine employee separations in July. Eight were voluntary and one was involuntary. Seven were full-time and two were part-time. There was one retirement in the month of July.

ATTACHMENT IV

F. August 2018 Retention Report

Terry Moore

Terry Moore presented the August 2018 Retention Report. Human Resources processed 13 employee separations in August. Eleven of those separations were voluntary and two were involuntary.

ATTACHMENT V

G. July 2018 Disability Claims Report

Terry Moore

Terry Moore presented a summary of Disability Claims for July 2018. The total premiums paid to The Standard through July 2018 were \$57,663.10. The Short-Term Disability Loss Ratio was 62.26% and the Long-Term Loss Ratio

was 54.28%.

According to the July 2018 data there are 10 short-term claims and one long-term claim through the Standard. Two short-term claims remain active and the long-term claim has been closed.

Full-time employees hired after January 1, 2014 are covered under the Virginia Local Disability Program administered by The Reed Group. This plan is self-funded by RACSB. A total of nine short-term claims have been filed. Two are active. There is one long-term claim which has been closed through VLDP.

ATTACHMENT VI

H. August 2018 Disability Claims Report

Terry Moore

Terry Moore presented the August 2018 Disability Claims Report. The total premiums paid to The Standard through August 2018 were \$65,647.47. The Short-Term Disability Loss Ratio was 62.5% and the Long-Term Loss Ratio was 47.7%.

According to August 2018 data, there are a total of 10 short-term claims and two long-term claims through The Standard. One short-term claim remains active and one long-term claim remains active.

Full-time employees hired after January 1, 2014 are covered under the Virginia Local Disability Program, administered by The Reed Group. This plan is self-funded by RACSB. A total of 10 short-term claims have been filed. Two are active. The long-term claim has been closed.

ATTACHMENT VII

I. OTHER BUSINESS

Greg Sokolowski

J. ADJOURNMENT

The meeting adjourned at 11:16 a.m.