



# Northeast District Department of Health

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NDDH Personnel Committee Meeting Minutes: August 14, 2018

Time: 3:35-4:30 p.m.

1. Attendance: David Griffiths, Heidi Clifford, Arvind Shaw, Sue Starkey

2. Approval of Minutes

- Minutes of the April 10, 2018 meeting. Motion to approve from H. Clifford; seconded by D. Griffiths. A. Shaw abstained. Motion passed.
- Minutes of the June 14, 2018 meeting. Motion to approve from A. Shaw; seconded by H. Clifford. Approved unanimously.

3. Timeline Review – S. Starkey explained that this meeting is to look at the formats for employee manual as well as the process for making and presenting changes to the Personnel Committee and Board.

4. NDDH Employee Manual

- A. Shaw said that we need to be surgical. He recommended structural changes classified according to financial, policy, or regulatory issues. Also, a process should be made for making and presenting changes to the committee and the Board of Health. H. Clifford suggested using a list to track changes to make it easier to present to the Board of Health. A. Shaw said we need to pull out what needs to go to other committees.
- Sue will format and modify with color coding and classification scheme. Updates will be reviewed at October meeting.
- Payment in lieu of health insurance was discussed. This could save money if people received payment instead of insurance, but could also cost money if people already have health insurance. Currently, NDDH is paying 30% of health insurance costs in lieu. S. Starkey recommends flat \$3000 or limiting to paying 30% of medical, not dental nor vision, based on individual – not family – rate. Some Board members want to eliminate that 30%, others would like to see it stay.
- Discussed recent Supreme Court decision about requirements to be a Union member. This is in progress. S. Starkey working with the lawyer.

5. Next Meeting – October 9, 2018 at 3:30 p.m.

6. Adjourn – Motion to adjourn made by A. Shaw; seconded by H. Clifford. Motion passed unanimously.