

PERSONNEL COMMITTEE AGENDA

May 16, 2018, IMMEDIATELY FOLLOWING FINANCE COMMITTEE
304 E. Grand River, Conference Room 4, Howell, MI 48843

Pages

1. CALL MEETING TO ORDER
2. APPROVAL OF AGENDA
3. CALL TO THE PUBLIC
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 - Meeting Minutes Dated: March 21, 2018
 - Closed Session Meeting Minutes Dated: March 21, 2018
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 - Collective Bargaining Update
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PERSONNEL COMMITTEE

MEETING MINUTES

Livingston County

March 21, 2018, 8:00 am
304 E. Grand River, Conference Room 4, Howell, MI 48843

Members Present

Robert J. Bezotte, Carol S. Griffith, William Green

Staff Present

Rich Malewicz, Cindy Catanach, Jennifer Nash, Ken Hinton, Kevin Wilkinson, Jeff Boyd, Jennifer Palmbos, Jennifer Slater, Stacy Bono

1. CALL MEETING TO ORDER

The meeting was called to order by Comm. Robert Bezotte at 8:00 a.m.

2. APPROVAL OF AGENDA

Motion to approve the Agenda as presented.

Moved By Carol S. Griffith

Seconded By William Green

Motion Carried

3. CALL TO THE PUBLIC

None.

4. APPROVAL OF MINUTES

- Meeting Minutes Dated: February 21, 2018
- Closed Session Meeting Minutes Dated: February 21, 2018

Motion to approve the minutes as presented.

Moved By William Green

Seconded By Carol S. Griffith

Motion Carried

5. TABLED ITEMS FROM PREVIOUS MEETINGS

None.

6. REPORTS

None.

7. RESOLUTIONS FOR CONSIDERATION

7.1 Information Technology

Resolution To Approve The Pay Grade For The Newly Created Enterprise Resource Planning Administrator Position At Grade 12

Moved By Carol S. Griffith
Seconded By William Green

Motion Carried

7.2 Animal Shelter

Resolution To Approve The Job Evaluation For An Animal Shelter Director Position

Moved By William Green
Seconded By Carol S. Griffith

Motion Carried

8. CALL CLOSED SESSION TO ORDER

Collective Bargaining Update

Moved By William Green
Seconded By Carol S. Griffith

Motion to go into Closed Session at 8:10 a.m.

Motion Carried

Moved By William Green
Seconded By Carol S. Griffith

Motion to return to Open Session at 8:20 a.m.

Motion Carried

9. ADJOURNMENT

Motion to adjourn the meeting at 8:20 a.m.

Moved By William Green
Seconded By Carol S. Griffith

Motion to adjourn the meeting at 8:20 a.m.

Motion Carried

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Approving the Blue Cross Blue Shield of Michigan Retiree Agreement Addendum to the Administrative Services Contract – Human Resources

WHEREAS, the Livingston County Retiree Health Care Plan document allows for qualified participating surviving spouses of retirees to continue to receive health insurance from the County after the retiree passes away; this has been the case since the inception of the Retiree Health Care Plan; and

WHEREAS, recently Blue Cross Blue Shield informed Human Resources that it requires an addendum to our Administrative Services Contract in order for surviving spouses to be added to our health coverage after the retiree has passed away; and

WHEREAS, this is a cost-neutral contractual change that is required by Blue Cross Blue Shield of Michigan’s underwriting department.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners approves the Blue Cross Blue Shield of Michigan Retiree Agreement Addendum to the Administrative Services Contract after review and approval as to form by civil counsel.

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MOVED:

SECONDED:

CARRIED:



Nonprofit corporations and independent licensees of the Blue Cross and Blue Shield Association

**BLUE CROSS BLUE SHIELD OF MICHIGAN / BLUE CARE NETWORK OF MICHIGAN
RETIREE AGREEMENT ADDENDUM TO
GROUP ENROLLMENT AND COVERAGE AGREEMENT OR ADMINISTRATIVE SERVICES CONTRACT**

This Retiree Agreement Addendum to Group Enrollment and Coverage Agreement or Administrative Services Contract ("Addendum") will supplement the Group Enrollment and Coverage Agreement ("GECA") and/or the Administrative Services Contract ("ASC") (GECA and ASC are collectively referred to as the "Coverage Agreement") dated March 1, 2018, between Blue Cross Blue Shield of Michigan ("BCBSM") and/or Blue Care Network of Michigan ("BCN"), and LIVINGSTON COUNTY ("Group"), the plan sponsor and plan administrator of Group's group health plan or health care plan ("GHP") covering Group's active and retired employees. References to "BCBSM/BCN" shall be references to Blue Cross Blue Shield of Michigan or Blue Care Network of Michigan as the case may be, and are not intended to imply any kind of joint or several liability by one for the actions or contracts of the other, and any such liability is specifically disclaimed. The term "Member" shall have the meaning as defined in the GECA or shall mean the same thing as the term "Enrollee" as defined in the ASC.

BCBSM/BCN acknowledges and agrees to Group's request to include as eligible for enrollment through this Group retirees qualifying under the terms of the GHP and subject to the following conditions:

1. The effective date of this Addendum is 03-01-2018
2. Acceptance and continuance of this provision by BCBSM/BCN requires Group to maintain the minimum active employee requirements described in the Coverage Agreement.
3. Member contracts enrolled under this Addendum are limited to qualified retirees and surviving spouses eligible under the GHP and BCBSM/BCN eligibility requirements. Upon the death of the retiree Member, the surviving Member who is not eligible to continue under the GHP must be removed from this Group. Coverage may be available through a BCBSM/BCN individual plan for surviving Members who are not eligible to continue coverage under the GHP.
4. This Addendum may be cancelled or amended by BCBSM/BCN following thirty (30) days written notice to Group or cancelled by Group following thirty (30) days written notice to BCBSM/BCN.
5. Active employee BCBSM Group/Suffix Number or BCN Group/Subgroup ID: 007001809-0032,0034,003
6. Number of persons currently eligible for retirement benefits: _____
7. Are you electing surviving spouse coverage as permitted under your GHP? Yes No
8. **Group Executive certifies the following retiree eligibility requirements represent those contained in Group's GHP document:**

Years of Service: _____ **Retirement Age:** _____ **Group Contribution:** _____

Group agrees with all terms and requirements as stipulated in this Addendum (front and back), and agrees to provide documentation as outlined on the reverse side of this form.

The Executive hereby certifies under penalties of perjury that the information set forth in this Addendum is true to the best of his/her knowledge, and that Group has formally adopted the GHP in accordance with the requirements of the Employee Retirement Income Security Act of 1974 as amended ("ERISA"), if applicable, the Health Insurance Portability and Accountability Act of 1996, as amended, and the Internal Revenue Code as applicable, or other applicable laws. If the GHP is subject to ERISA, Executive certifies that the terms of the GHP have been set forth in a Summary Plan Description and distributed to all appropriate employees/retirees.

Signature of Group Executive: _____ Date: _____
 Signature of Group Executive: _____ Date: _____
 Signature of Agent: _____ Date: _____
 Signature of Underwriter: _____ Date: _____

ELIGIBILITY REQUIREMENTS FOR ESTABLISHING AND MAINTAINING A RETIREE SEGMENT:

1. A retiree program may be implemented provided there is a corresponding active segment that meets BCBSM/BCN participation requirements. An employer/employee relationship must be substantiated for the active segment.
2. The retiree segment level of benefits must not exceed the highest benefit plan offered to the corresponding active segment, unless mandated by a union agreement.
3. A retiree segment will be cancelled if there are no remaining active segments enrolled with BCBSM/BCN, or the Group is no longer in business.
4. Only retired employees who are eligible pursuant to the terms of the GHP may enroll in retiree coverage. Such employees must meet all eligibility requirements as set forth in the GHP's plan document and have been covered previously in the Group's active segment immediately prior to becoming eligible for retiree coverage.
5. Group must contribute a minimum of 50 percent of the retiree's and if applicable, the surviving spouse's health care premium. This requirement applies to small groups of 50 or fewer full-time equivalent (FTE) employees, all retiree-only plans and all ASC groups. Applicable retiree segments that do not meet this contribution requirement may be denied coverage or denied renewal of coverage.
6. Group must collect any contributions made by retirees or surviving spouses (if applicable) and remit the total premium due to BCBSM/BCN. ASC employer groups must remit the amounts billed for all claims paid for retirees, surviving spouses (if applicable), and their dependents enrolled in the GHP.
7. All eligible employees who have retired prior to the effective date of the retiree segment are eligible for enrollment at initial enrollment of the segment provided they are qualified retirees as set forth in this Addendum.
8. Enrolled retirees must be transferred from the active segment to the retiree segment at the time they become eligible for retiree benefits.
9. Retired employees who were previously covered in the active segment but are not entitled to benefits until some future date are eligible for enrollment in the retiree segment at the time they become entitled to benefits.
10. Eligible employees and retirees who waive benefits because they are enrolled in group coverage through another source may enroll at a later date when they lose eligibility for the other group coverage. (Note that other coverage cannot be retiree coverage offered by Group through another carrier). Enrollment must occur within 31 days of the event; otherwise, the retiree must wait until the Group's next annual reopening to enroll.
11. A retiree or surviving spouse who is eligible for Medicare Parts A and B is only eligible for BCBSM Medicare Supplemental or BCN Complementary coverage, as applicable.
 - The retiree must enroll in Medicare Parts A and B to be eligible for supplemental/complementary coverage.
 - BCBSM/BCN coverage will be supplemental/complementary to Medicare. Some exceptions may apply to retirees and surviving spouses with ESRD.
12. Provided a surviving spouse option is permitted by Group's GHP, Group must elect a surviving spouse option with BCBSM/BCN and provide the required documentation in order to establish surviving spouse benefits.
13. In order for a surviving spouse to continue coverage in the GHP, the retiree had to be eligible and enrolled in the program at the time of death. Surviving spouse coverage does not include a person who marries a Member with the surviving spouse coverage. Surviving spouses that waive their health care coverage through the retiree program are no longer eligible for surviving spouse coverage. Surviving spouse coverage may remain in effect only as long as the group meets all BCBSM/BCN underwriting eligibility requirements and the active segment remains enrolled with BCBSM/BCN.
14. If there is a change in ownership, Underwriting reserves the right to review Group and retiree segment to insure that current eligibility requirements are met. BCBSM/BCN is not bound by the terms of a purchase agreement between owners.
15. Former owners are not eligible for retiree coverage unless they meet the retiree eligibility requirements of the existing retiree segment and are enrolled in the retiree segment prior to selling the business. Coverage may be available through a BCBSM/BCN individual plan for former owners who do not meet these criteria.
16. BCBSM/BCN will not permit a group to separate its Medicare and non-Medicare retirees between carriers except when the group offers a BCBSM or BCN group Medicare Advantage plan. Applies to all retiree-only plans and ASC groups.
17. Eligible retirees must meet all the requirements of applicable certificates and riders, BCBSM's/BCN's administrative and underwriting requirements, the Group Administrative Guide, and the Coverage Agreement, as they may be revised from time to time.
18. BCBSM/BCN reserves the right to request a copy of one of the following: Group Health Plan document, Summary Plan Description, Section 125 Cafeteria Plan document or union contract. Document submitted must clearly define retiree eligibility requirements including years of service, age of retirement, and employer contributions amount, surviving spouse options and level of benefits. A letter from Group will not be accepted in lieu of one of these required documents.