

**Organizational Synergy & Human Resources Committee  
Sept. 25, 2008 Meeting**

**Draft Minutes**

Members Present: Mark Cooper, Committee Chairman  
Dave Damer

CRRA Staff Present: Thomas Kirk, President  
James Bolduc, Chief Financial Officer  
Chris Hyfield, Human Resources Manager  
Moirra Kenney, Secretary to the Board/Paralegal

Chairman Cooper called the meeting to order at 8:34 a.m. and noted that there was a quorum.

**1. APPROVAL OF MINUTES OF THE MAY 29, 2008, ORGANIZATIONAL SYNERGY & HUMAN RESOURCES COMMITTEE MEETING**

Chairman Cooper requested a motion to approve the minutes of the May 29, 2008, Organizational Synergy & Human Resources Committee meeting. Chairman Cooper made the motion, which was seconded by Director Damer.

The minutes were approved. Director Damer abstained as he was not present at the last meeting.

**2. REVIEW AND RECOMMEND APPROVAL OF ADDITION AND ADOPTION OF AN EMPLOYEE OPT-OUT PLAN FOR HEALTH INSURANCE**

Chairman Cooper requested a motion to discuss the above captioned item for recommendation to the full Board. Director Damer made a motion to discuss the following motion:

**RESOLVED:** That the Employee Opt-Out Plan is approved as presented by the Organizational Synergy & Human Resources Committee.

Mr. Hyfield said the 2009 premium numbers will be available in the next few weeks. He said he was looking for a consensus on the concept of an opt-out program and will bring a spreadsheet with the 2009 premiums to the October meeting.

Mr. Hyfield said that management had been exploring the idea of an opt-out program for several years. He explained it is a common tactic to help employers to reduce health care costs. Mr. Hyfield cautioned that if CRRA drops below 75% participation in the plan it could affect its relationship with carriers. He said at this point however there are only 4-5 people interested in the plan, a figure which may increase with an attractive cash incentive.

Mr. Hyfield said this option does not affect the broker's ability to market the plan as it is based on eligible participants. He said the Authority tends to attract State and/or municipal retired police officers to the enforcement division and that they typically have a pension plan. Mr. Hyfield explained paying out the health care money creates an overall savings on the premiums.

Director Damer asked if the money being paid back to the employee was enough incentive to interest employees. Mr. Hyfield said it often depends on the personal situation and that his research indicated this program is generous.

Chairman Cooper asked why the plan is increasing pay when most municipalities opt to offer two lump payments. Mr. Hyfield said the pay is a taxable event either way. Chairman Cooper asked if the pay out contributes to any pension pay-out if salaries are increased.

Mr. Kirk said the pay-out does affect the 401k percentage. He asked if the checks could be done quarterly. Mr. Hyfield said the pay-out can be designed any way the Committee sees fit. Mr. Hyfield said that the employees can also choose to opt back into the program if necessary.

After substantial discussion the Committee agreed to revisit the resolution at the next meeting in October.

Mr. Hyfield informed the committee that part time architect Amdo Budy has retired and that Mr. Tracey was in the process of determining whether a replacement was needed. He said that a part time educator is also being sought for employment and that Ms. Montanari was in the process of conducting interviews.

### **3. EXECUTIVE SESSION**

Chairman Cooper requested a motion to enter into Executive Session to discuss personnel matters. The motion was made by Director Damer and seconded by Chairman Cooper. The motion previously made and seconded was approved unanimously. Chairman Cooper requested that the following people remain for the Executive Session, in addition to the Committee members:

Tom Kirk  
Jim Bolduc  
Chris Hyfield

The Executive Session commenced at 8:57 a.m. and concluded at 9:17 a.m.

The meeting reconvened at 9:17 a.m. and Chairman Cooper noted that no votes were taken in Executive Session.

**6. ADJOURNMENT**

Chairman Cooper requested a motion to adjourn the meeting. The motion made by Director Damer and seconded by Chairman Cooper was approved unanimously.

The meeting was adjourned at 9:17 a.m.

Respectfully submitted,

Moira Kenney  
Secretary to the Board/Paralegal