

# NEW CASTLE COUNTY GOVERNMENT BENEFIT COMMITTEE MEETING

## MINUTES of December 11, 2019

The meeting of the NCC Benefits Committee was held on December 11, 2019 in the Large Executive Conference Room of the Government Center at 87 Reads Way, New Castle DE 19720.

The meeting was called to order at 8:35 am

**COMMITTEE MEMBERS PRESENT:**

Karen Brown, Chairperson  
 David Gregor, CFO  
 Candy Boayue, Non-Union Member  
 Nellie Hill, Non-Union Member  
 Vincent Garlick, Non-Union Member  
 LaTonya Frieson-Jones, Local #1607  
 Trina Lockard, Local #1607 (Alt)  
 Rich Piekarski, Jr., Local #3109  
 Nicole Racine, Local #3109 (Alt)  
 Nate Beavers, Local #459  
 Bill Wagner, Local 3911 (Alt)

**COMMITTEE MEMBERS ABSENT:**

Jacqueline Jenkins, CHRO  
*Clarence Everett, Sheriffs (Alt)*  
 Jonathan Yard, FOP Lodge #5 (Alt)  
 Gregory Bruno, FOP Lodge #5  
 Saul Polish, Local 3911  
 Jeffrey Maddocks, Sheriff's  
 John Spence, Local #459 (Alt)

**OTHERS PRESENT:**

Michael Smith  
 Tonya Adkins

**STAFF PRESENT:**

Laura Hay, Assistant County Attorney II  
 Vicki Workinger, Human Resources Assistant

**INVITED GUESTS:**

Agenda Item	Discussion	Action
Old Business	Approval of 10/09/19 Meeting Minutes	<ul style="list-style-type: none"> <li>Minutes reviewed and approved.</li> </ul>
New Business	<ul style="list-style-type: none"> <li>Benefit Committee Bylaws</li> <li>2020 Open Enrollment</li> </ul>	<ul style="list-style-type: none"> <li>Members will review the current Bylaws and bring corrections and suggestions to discuss at January's meeting.</li> <li>Members to provide feedback that they have received from different employees regarding the past Open Enrollment season.</li> </ul>
Round Table Discussion	Final notes...	<ul style="list-style-type: none"> <li>Adjournment of meeting</li> </ul>

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### Meeting Summary

Karen welcomed everyone and called the meeting of the Benefit Committee to order.

First item discussed was the request to approve the minutes for 10/09/19.

Nathaniel Beavers made a motion to approve the minutes. The motion was seconded by Candy Boayue and approved.

### Open Enrollment 2020

Karen opened the floor to members to share what feedback they had regarding this previous Open Enrollment period. Feedback that was shared by various members was...

- Emails from HR were not clear created some confusion regarding next action.
- Concerned that they could not see the Life Insurance amount the employee currently had. Karen explained that the information is stored in the system effective 1/1/2020. The original location in PeopleSoft the information was stored did not show amount of coverage only deduction. Under the new location the employee will be able to see the amount of coverage they are paying for themselves.
- Update online manual to remove We Care instructions from the booklet
- Notices to retirees, concerned that they were not informed about events sponsored by the County (Open Enrollment Flu Shots, Defensive Driving, etc.). Karen explained that in the beginning the Benefits followed protocol from the past and submitted information online for Retirees to access. After the first session of the flu shots the County did send a postcard to the retirees outlining dates for the flu shots and Open Enrollment. Next year planning on putting all the dates together and mailing them to the retirees along with their January pension check. LaTonya suggested that Benefits can also send the information to the union reps and they can help to pass along new about upcoming events.

### Committee Bylaws Review

Under the conditions outlined in the bylaws the committee must review the bylaws each year. Karen went over page by page and explained the changes marked on each page. Committee members are to review the revised document and submit any corrections or updates during the meeting in January. After all changes have been submitted the committee will vote to finalize the bylaws in March, 2020.

### Next Steps

The next Benefit Committee meeting is scheduled for January 8, 2020. At this meeting the bylaws will be discussed.

**LaTonya Frieson-Jones made a motion to adjourn the meeting at 9:22 am.** The motion was seconded by Vincent Garlick and approved.