

County of Sullivan

Type of meeting: Sullivan County Commissioners, Regular Business Meeting Minutes
Date | Time: Monday, November 4, 2013, 3:00 PM
Place: Newport, Complex – Sullivan County Administration Building, 14 Main Street

Attendees: Commissioners Jeffrey Barrette – Chair, Bennie Nelson – Vice Chair and Ethel Jarvis – Clerk, Ted Purdy – Sullivan County Health Care (SCHC) Administrator, and Sharon Callum – Administrative Assistant | Minute Taker.

Public attendees: John Cloutier – State County Delegation Chair | District 10, Charlene Marcotte Lovett – Claremont Citizen, and Gayle Hedrington – 99.7 WNTK News (arrived later in meeting).

3:00 PM The Chair, Jeff Barrette, opened the meeting and led all in the *Pledge of Allegiance*.

Agenda Item No. 1. Commissioners' Report

Agenda Item No. 1.a. FY '14 Financials Update

A draft October 2013 revenue and expense report were distributed. The Chair noted, they are running significantly under in revenue: Registry of Deeds revenue shy of budget, SCHC quite a bit shy, however, SCHC under budget in expenditures, making up for shortfall.

Agenda Item No. 1.b. FY '13 End of Year Unassigned Funds Update

The Chair will meet with the auditors before completing the fund balance assignment; there are three things to consider: reserved, unreserved and encumbrances; encumbrances is work planned and started or a contract signed prior to year end – these go to Fund 50; unreserved is cash; reserved – parking lot, biomass items, which go to assigned.

Agenda Item No. 1.c. County Manager Search Update

The Chair noted the Board conducted follow up interviews Friday and anticipate having an offer presented and more information by their next meeting.

Agenda Item No. 1.d. Old Business: Web Filter Update

The web filter discussions tabled from last meeting were resolved in e-mail correspondences between County personnel: SCHC Administrator requested the Barracuda Filtering hardware and software annual renewal to be charged to the nursing home contracted line and it will be included in future budgets.

Agenda Item No. 1.e.i. New Business: Primex Workers Compensation CAP Renewal Documents

A copy of Primex Workers Compensation cover letter from Carl Weber with program highlights, member contribution summary, information on the Contribution Assurance Program (CAP), and the agreement to amend and extend the CAP program; as well as a cover letter from Weber regarding the Unemployment Compensation (UC) program

highlights and UC summary, were distributed [Appendix A]. The Chair noted they have seen a decrease in contributions of both programs.

**3:13 Motion: for the Chair to sign the WC and UC agreements. Made by: Jarvis.
Seconded: Nelson. All in favor.**

Agenda Item No. 1.e.ii. New Business: Policy Discussion

Mr. Purdy requested the Board table discussions related to a letter from the Director of Nursing (DON) until their next meeting, as the DON was unable to attend today's meeting. The Chair concurred and would like to hold a broader discussion on the issue; for public benefit, he noted the County resident admission policy shows a ban on smoking, however, they have residents who are '*grandfathered in*' to allow them to continue smoking; grandfathered union employees take these residents out to smoke outside; beyond that, smoking is not allowed on campus; he spoke briefly about the challenges of policing the policy; comments have been received saying some possible resident admissions have not come to the nursing home due to the resident smoking ban and they'd like to firm up the policy one way or another. Nelson provided a historical calendar of the past eight years in the efforts to make it a non-smoking campus.

Agenda Item No. 1.e.iii. New Business: Water Well Connection Bid Decision

The Chair noted they budgeted \$70,000 for project, sent out RFP's and bids received were over \$275,000; he discussed the different parts of the project, proposed design changes - one of which would be to switch the exterior metal material on the 12 X 16 building that houses the water connection equipment to stained wood with four windows to match the sugar house exterior; they went back out to bid with the new design and only what is necessary for the water connection; other options to reduce cost would be to use the Pole Barn for other long term uses; they'll have new documents at the November 18th meeting.

Agenda Item No. 1.e.iv. New Business: Right to Know Request Update (Two separate requests)

1. The Chair noted a right-to-know request was received from Chris Porter regarding employee grades and wages. Ms. Callum is getting information from Human Resources, and will respond directly to Porter.
2. Union Leader requested County Department of Corrections related settlements for 2003-2013 from all NH county jails. The Chair noted Sullivan has no settlements in that time frame.

Agenda Item No. 1.e. New Business: Meeting Time Change

After a brief discussion, due to day-light savings time change, the Board decided to change regular meetings from 3:00 p.m. to 9:00 a.m., effective with the December meetings.

Agenda Item No. 2. Public Participation

Ms. Hedrington requested an update on the biomass project. The Chair noted they are beyond the date of completion as stated in contract documents - this includes all extensions; he anticipates firing up the boiler inside a week; the State and insurance carrier have checked out the facility; the control system company is on the premises; County is burning heating oil when they should be on line with the biomass project - they are negotiating an agreement in terms of damage mitigation costs and awaiting documents - unable to give details: '*we are burning oil we shouldn't be and at end of day we will be*

compensated; he noted the facility is *'amazing'* and *'we'll end up with a really good project at the end of this'*.

Ms. Hedrington requested an update on the County Manager search. The Chair noted they held their final interview Friday, will make an offer, and when finalized will issue a press release.

Rep. Cloutier is looking forward to the County Manager announcement and meeting the new person. He's pleased to hear about the Workers and Unemployment compensation news. He reminded all of the Delegation special meeting tomorrow night related to Anthem excluding Valley Regional Hospital from their coverage – they've invited Commissioners and Senator Pierce and Odell. The Chair asked if Anthem was invited. Ms. Lovett noted she was on the VRH Board and they are trying to find a way through NH statutes to fix this; Anthem was the only insurance company that came to the table and VRH is not within Anthem's network; she attended a conference where the insurance position was that Anthem was the only carrier; this relates to the signs ups through the Exchange; VRH wants the Delegation to hear what they are dealing with and how they can take care of the situation through legislation; there are nine other hospitals with this issue.

The Chair confirmed when looking at the financial documents, on the Revenue Report, a parenthesis indicates income. Lovett expressed concern towards whether the County was investing money in a place to gain the most interest. The Chair confirmed money is invested in a CD, but rates are not paying too much; he pointed out, that from July to December, until taxes arrive December 17th, the County has no extra money to invest. Lovett feels there should be more interest revenue reported on the financials.

Agenda Item No. 3. Possible Executive Session Per RSA 91-A:3.II.a. – Compensation of Any Public Employees

4:05 Motion: to go into Executive Session for RSA 91-A:3II.a. – Compensation of any public employees. Made by: Jarvis. Seconded by: Nelson. A roll call vote was taken. The motion carried unanimously in favor. Those in Executive Session included the three Commissioners, SCHC Administrator, and minute taker.

4:05 Ms. Lovett, Mr. Cloutier, and Ms. Hedrington left the room.

4:18 Motion: to come out of Executive Session. Made by: Jarvis. Seconded by: Nelson. Voice vote: All in favor.

4:18 Mr. Purdy left the room.

Agenda Item No. 4. Possible Executive Session Per RSA 91-A:3.II.a. – Compensation of Any Public Employees

4:19 Motion: to go into Executive Session per RSA 91-A:3.II.a. – Compensation of any public employees. Made by: Jarvis. Seconded by: Nelson. A roll call vote was taken. The vote carried in favor, unanimously.

- 4:34 **Motion: to come out of Executive Session. Made by: Nelson. Seconded by: Jarvis. Voice vote: All in favor.**
- 4:35 **Motion to accept the October 21st public meeting minutes. Made by: Jarvis. Seconded by: Nelson. Voice vote: All in favor.**
- 4:36 **Motion to accept and release the October 21st 3:07 Executive Session minutes. Made by: Jarvis. Seconded by: Nelson. Voice vote: All in favor.**

Commissioners Report Continued: New Business - Policy Discussion Continued

The Chair spoke regarding a concern brought to his attention from Ms. Callum that related to policy - *Article XV Holidays*, found in the new Employee Manual that took effect 9/23/13 – during a policy *In Service* with HR in Newport, the Registry of Deeds voiced concerns with the Article update and that it no longer followed the NH State Court Holiday schedule per RSA; plus, concerns were voiced regarding security of the building on the two days that a State paid Bailiff would not be at the front desk. Ms. Callum noted the Registrar had indicated this matter was discussed by the group of department heads, County Manager and HR, but the matter was set aside, with the intent to be revisited - however, it was not revisited and the Board approved the policy on 9/23/13. The Board requested Ms. Callum meet with Registrar of Deeds, County Attorney and the Sheriff to gather their input on the updated Article, decide how they wanted to handle the situation: if they wanted the County to pay for security on those days or if the building should be closed, and the Board would bring their decision to Human Resources.

- 4:46 **Motion: to adjourn. Made by: Nelson. Seconded by: Jarvis. Voice vote: All in favor.**

Respectfully submitted,



Ethel Jarvis, Clerk
Board of Commissioners

EJ/sjc

Date minutes approved: 11-18-13



Monday NOVEMBER 4TH, 2013, 3:00 pm

Sullivan County NH, Board of Commissioners
Business Meeting – AGENDA – 2nd Revision

Location: Newport NH County Complex

Records Building, 24 Main Street
1st Floor Conference Room - Newport, NH, 03773

- 3:00 PM – 3:20 PM 1. Commissioners Reports
- a. FY '14 Financials Update: October 2013 Financials
 - b. FY '13 End of Year & Unassigned Funds Update
 - c. County Manager Search Update
 - d. Any Old Business
 - e. Any New Business
 - i. Primex Workers Compensation CAP Renewal Documents
 - ii. Policy Discussion
 - iii. Water Well Connection Bid Decision
 - iv. Right to Know Request Update
- 3:20 PM – 3:35 PM 2. Public Participation
- 3:35 PM – 4:05 PM 3. Possible Executive Session Per RSA 91-A:3.II.a – Compensation of Public Employees
- 4:05 PM – 4:35 PM 4. Possible Executive Session Per RSA 91-A:3.II.a – Compensation of Public Employees
- 4:35 PM – 4:40 PM 5. Meeting Minutes Review
- a. Oct. 21st Public Meeting Minutes
 - b. Oct. 21st 3:06 PM Exec. Sess. Minutes
- 4:40 PM 6. Adjourn meeting

Upcoming Events / Meetings

Nov.18th Mon. County Commissioners CDBG Public Hearing With Business Meeting to Immediately Follow Public Hearing Time: 3:00 PM

Place: Unity, NH – 5 Nursing Home Drive, Sullivan County Health Care Facility, Frank Smith Living Room – 1st Floor

The times reflected on this agenda, other than the start time, are estimates. Actual time will depend on level of interest and participation.

October 15, 2013

Sullivan County
Sharon Callum, Administrative Assistant
14 Main Street
Newport, NH 03773

Re: 2014 Workers' Compensation Program Renewal

Dear Sharon:

As you prepare your budget for the coming year, we thank you for your continued trust and partnership in our Workers' Compensation Program. Our goal in all of our programs is to provide our members with the best service, value and coverage through our core values.

Trust. Excellence. Service.

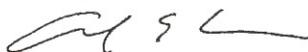
Workers' Compensation Program Highlights:

- ❖ Additional training opportunities are available to you and your staff through the new Training Suite options, which offer both **OnLine Training** and **OnSite Training**. For a complete listing of all training programs, visit www.nhprimex.org or contact Education & Training at 800-698-2364 x184.
- ❖ Primex³ Partner Platform (**P3**) provides members with access to real-time claims data to analyze their claims history, identify and address risk trends and establish benchmarks, as well as current contributions and coverage documents.
- ❖ Medical Costs: Medical utilization and costs continue to rise for the Workers' Compensation Program. Medical claims make up almost two-thirds of the overall claim costs in the program. The continued utilization of our partnership with **Best Doctors Occupational Health Institute** is one way of helping to ensure injured employees receive quality care while navigating the recovery process in a cost effective way.

The Primex³ Membership Agreement and Public Entity Coverage Document have a 45-day written notice requirement in the event that you elect to terminate membership in the Workers' Compensation Program. **This notice must be provided on official letterhead to the Chief Executive Officer of Primex³ by 4:30 PM on November 17, 2013 and must specify a final decision regarding your participation in the program.** Please carefully review your Public Entity Coverage Document, General Conditions, Section L, regarding notice of termination.

Enclosed is your 2014 Workers' Compensation Member Contribution Summary. The intent of the Summary is to build awareness of your member contribution and how performance and payroll changes affect your contribution. Invoices will be mailed around January 1, 2014. Please contact either myself or your Member Services Consultant if you have any additional questions regarding your contribution and performance in the Workers' Compensation Program.

Sincerely,



Carl Weber
Director of Member Services

OCTOBER 15, 2013

WORKERS' COMPENSATION PROGRAM

**MEMBER CONTRIBUTION SUMMARY
 JANUARY 1, 2014 - JANUARY 1, 2015 RENEWAL**

**MEMBER: Sullivan County
 MEMBER NUMBER: 606**

2013

2014

Contribution Assurance Program (CAP) No

PRIME³ Program No

Member Contribution \$318,159

Member Contribution \$352,814

Your 2013 Payroll (2011 Audited)	\$10,679,352
Your 2014 Payroll (2012 Audited)	\$10,639,993
Change in Payroll	-0.4%
Your 2013 Loss Ratio Adjustment Factor	1.38
Your 2014 Loss Ratio Adjustment Factor	1.25
Change in Loss Ratio Adjustment Factor	-9.4%
Change from 2013 to 2014:	
Contribution Amount Change	\$34,655
Contribution Percent Change	10.9%

**Please contact the Primex³ Member Services Team
 if you have any questions or comments.**

Invoices will be mailed around January 1, 2014.

Bow Brook Place
46 Donovan Street
Concord, NH 03301-2624

(603) 225-2841
(800) 698-2364

www.nhprimex.org

October 15, 2013

Sullivan County
Sharon Callum, Administrative Assistant
14 Main Street
Newport, NH 03773

RE: **Contribution Assurance Program (CAP)** for CY2015-2016 for the Workers' Compensation Program

Dear Sharon:

Primex³ is pleased to offer Sullivan County the option of participating in the **Contribution Assurance Program (CAP)** for the next two years. **For members who have demonstrated commitment to the Primex³ pool, CAP provides stability by creating a limit on your Workers' Compensation contributions for future renewals.**

The following years qualify for the **Contribution Assurance Program (CAP)**:

CY 2015 January 1, 2015 to December 31, 2015

(maximum 8% increase over January 1, 2014 to December 31, 2014 contribution)

CY 2016 January 1, 2016 to December 31, 2016

(maximum 8% increase over January 1, 2015 to December 31, 2015 contribution)

Based on your performance, we are pleased to offer you a **CAP Agreement** that provides you the opportunity to participate in **CAP** until December 31, 2016. (See enclosed **CAP Agreement and Resolution**.) **Please return your executed CAP Agreement and Resolution by December 6, 2013** to ensure budgetary peace of mind for the next two renewals.

Our goal has always been to provide members with the best programs at the best value. Now, add the best long-term contribution assurance and you have a commitment like no other. **CAP** provides predictable contributions in the Workers' Compensation Program that you and your taxpayers can count on for budgetary stability.

Please contact your Member Services Consultant or myself with questions at 800-698-2364.

Sincerely,



Carl Weber
Director of Member Services

**Workers' Compensation Program
Contribution Assurance Program (CAP) Agreement
THIS AGREEMENT AMENDS AND EXTENDS YOUR MEMBERSHIP AGREEMENT
PLEASE READ CAREFULLY**

Primex³ is offering members in our **Workers' Compensation Program** an opportunity to stabilize their annual contributions through participation in our Contribution Assurance Program (**CAP**). **CAP** is offered to members who qualify, providing them predictability by limiting the annual contribution increase during a defined period of years (**CAP Period**). By signing this Agreement, you agree to extend your Membership Agreement for **two (2) years** and Primex³ agrees to guarantee that your annual contribution increase will not exceed eight percent (8%) of the prior year's contribution. Because performance matters with Primex³, you may realize an annual increase that is less than the **CAP** through sound risk management and stable underwriting exposures. The annual member contribution will be based upon your exposure base, members' loss experience, and the rates established each year by the Primex³ Board of Trustees.

We are offering this opportunity so that our members can extend their commitment to pooling through the Primex³ programs. Participation in **CAP** for each year of the **CAP Period** is conditioned upon a two-year commitment to participation in the Primex³ Workers' Compensation Program.

The following **CAP Period** years qualify for the Contribution Assurance Program (**CAP**):

CY 2015 January 1, 2015 to December 31, 2015

(maximum 8% increase over January 1, 2014 to December 31, 2014 contribution)

CY 2016 January 1, 2016 to December 31, 2016

(maximum 8% increase over January 1, 2015 to December 31, 2015 contribution)

By signing this Agreement, **Sullivan County** agrees to extend its risk pool membership and participation in the Primex³ **Workers' Compensation Program** for two coverage period years, through **December 31, 2016**. **Sullivan County** agrees and understands it remains bound by and subject to the terms and conditions of the Membership Agreement, Public Entity Coverage Documents and Trust Agreement, and all Trust by-laws, policies and procedures.

Sullivan County agrees that the eight percent (8%) maximum increase currently available for this **CAP Period** does not apply to any other year or period of years, and upon expiration of the **CAP Period** in this Agreement, any subsequent participation in a Primex³ **CAP** will be subject to underwriting review, membership criteria, **CAP** criteria, determination of contribution and the maximum increase in place for the subsequent **CAP Period**.

Sullivan County further acknowledges that by extending its Membership Agreement for two (2) coverage period years, the Public Entity Coverage Documents, General Conditions Section (L) ("Terminating Participation in Our Program(s)") is suspended during year one (1) of the two (2) year term, as there is no right to cancel or terminate during year one (1) but shall be reinstated for the end of year two (2).

Sullivan County agrees that failure to provide notice in strict accordance with the Public Entity Coverage Documents, General Conditions Section (L) shall result in automatic renewal of risk management pool

RESOLUTION TO ENTER PRIMEX³
Workers' Compensation Contribution Assurance Program (CAP)

RESOLVED: To hereby accept the offer of the New Hampshire Public Risk Management Exchange (Primex³) to enter into its **Workers' Compensation Contribution Assurance Program (CAP)** as of the date of the adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex³ risk management pool membership during the term of the **Workers' Compensation Contribution Assurance Program (CAP)**. The coverage provided by Primex³ in each year of membership shall be as then set forth in the Coverage Documents of Primex³.

I attest that the foregoing is a true copy of the Resolution of the Governing Board of **Sullivan County** adopted on 11/4/13.

Board: SULLIVAN COUNTY COMMISSION
Title of Board

Signature J. K. Barrette

Name: JEFFREY K. BARRLETTE
COMMISSION

Title: CHAIR duly authorized

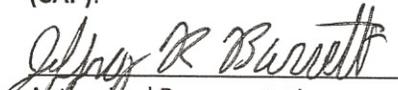
Date: 11/4/13

membership and continuation in the Primex³ Workers' Compensation Program, but not continuation of CAP which must be separately offered and accepted.

Primex³ acknowledges that the Member is a NH public entity which receives budgetary authorization for appropriations from an annual meeting of its legislative body and pertains to a fiscal year which commences on the following January 1 or July 1, of any given year. The Member also acknowledges that it is legally required to carry insurance coverage. As such, if the legislative body, at such annual meeting for any years that are within the anticipated term of the contract, fails to approve such appropriation, and there are no other lawful means of funding the coverage, this contract may be terminated by the Member by notice to Primex³ made within 30 days of the legislative action at which such funding initiative was defeated and such cancellation shall be effective as of the commencement on the following fiscal year or on the anniversary of the policy, whichever first occurs.

The Member, however, agrees that it shall seek the requisite appropriations in good faith and that the availability of lower cost or otherwise preferable coverage alternatives during the term of this Agreement shall not constitute a good faith and permissible basis on which to fail to pursue the appropriations or assert that appropriations are unavailable. In the event of an early termination, the Member agrees to return the difference between the CAP increase and the uncapped contribution.

By affixing my signature below, I am attesting, representing and warranting that I am a duly authorized representative of the governing body of **Sullivan County** with legal authority to contractually bind **Sullivan County** to the terms of this Agreement, and that I understand the commitment being made to membership in the Primex³ risk management and participation in the Workers' Compensation Program. Attached hereto is a duly executed governing body Resolution to Enter Workers' Compensation Contribution Assurance Program (CAP).


Authorized Representative
of the Governing Body

CHAIRMAN
Title

11/4/13
Date

JEFFREY D BARRETTE
Print Name

October 15, 2013

Sullivan County
Sharon Callum, Administrative Assistant
14 Main Street
Newport, NH 03773

Re: 2014 Unemployment Compensation Program Renewal

Dear Sharon:

As you prepare your budget for the coming year, we thank you for your continued trust and partnership in our Unemployment Compensation Program. Our goal in all of our programs is to provide our members with the best service, value and coverage through our core values.

Trust. Excellence. Service.

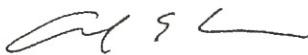
Unemployment Compensation Program Highlights:

- ❖ The New Hampshire Department of Employment Security (DES) is initiating telephone conference calls with Primex³ Unemployment Compensation staff members for initial unemployment compensation claim adjudication beginning the week of September 30, 2013. While Primex³ members will not need to participate in these conference calls, DES expects that Primex³ will have all necessary documentation available for these calls. If Primex³ does not provide the necessary documentation, DES may award unemployment benefits to claimants who are not entitled, and such losses would be chargeable to your account. In an effort to avoid this result, we request members to assist us with providing additional information when requested.
- ❖ Primex³ Partner Platform (P3) is available now for the Unemployment Compensation Program to provide members with access to member contributions, claims summary reports and coverage documents. If you do not have a P3 login, enclosed is a P3 request form which can be submitted to Member Services.

The Primex³ Membership Agreement and Public Entity Coverage Document have a 45-day written notice requirement in the event that you elect to terminate membership in the Unemployment Compensation Program. **This notice must be provided on official letterhead to the Chief Executive Officer of Primex³ by 4:30 PM on November 17, 2013 and must specify a final decision regarding your participation in the program.** Please carefully review your Public Entity Coverage Document, General Conditions, Section L, regarding notice of termination.

Enclosed is your 2014 Unemployment Compensation Member Contribution Summary. The intent of the Summary is to build awareness of your member contribution and how performance and payroll changes affect your contribution. Invoices will be mailed around January 1, 2014. Please contact either myself or your Member Services Consultant if you have any additional questions regarding your contribution and performance in the Unemployment Compensation Program.

Sincerely,



Carl Weber
Director of Member Services

OCTOBER 15, 2013

**UNEMPLOYMENT COMPENSATION PROGRAM
 MEMBER CONTRIBUTION SUMMARY
 JANUARY 1, 2014 - JANUARY 1, 2015 RENEWAL**

MEMBER: Sullivan County
 MEMBER NUMBER: UM606

2013		2014	
Member Contribution	\$80,490	Member Contribution	\$64,550

Your 2013 Taxable Wages (2011 at \$14,000 basis)	\$4,547,444
Your 2014 Taxable Wages (2012 at \$14,000 basis)	\$4,391,151
Change in Taxable Wages	- 3.4%
Your 2012 Loss Ratio	29%
Your 2013 Loss Ratio (through June)	18%
Your 2013 Unemployment Rate	1.77%
Your 2014 Unemployment Rate	1.47%
Change from 2013 to 2014:	
Contribution Amount Change	-\$15,940
Contribution Percent Change	-19.8%

Please contact the Primex³ Member Services Team
 if you have any questions or comments.

Invoices will be mailed around January 1, 2014.



Unemployment Compensation Renewal - October 2013

Current Economic Conditions

The labor market in New Hampshire has improved during the last year. The seasonally adjusted unemployment rate for New Hampshire was 5.7% in August of 2012 compared to 5.0% in August of 2013, according to the United States Department of Labor. Prior to the onset of the recession in the summer of 2008, the state's unemployment rate had trended between 3.4% and 4.0% during the previous years. So while the economy continues to face economic headwinds, the New Hampshire labor market is starting to gain steam.

Economic Realities of Local Government

Due to an increased focus on fiscal austerity, local governments have continued to face increased pressure to reduce personnel costs. Ever increasing health care and retirement costs also strain local budgets. Local government layoffs continued in 2012 and 2013. According to the State of New Hampshire Employment and Labor Market Information Bureau, local governments in New Hampshire employed 50,900 individuals in August of 2012. However by August of 2013, local governments only employed 50,100 individuals. The majority of these losses, 700 in fact, occurred in local government education services. Much of these cuts were accomplished by layoffs, the largest factor in increased unemployment compensation costs.

The Rates

The 2014 Unemployment Program rates are based on each member's performance since they've joined the program with extra emphasis on their experience in recent years (2009-2012). Rates are also influenced by the future economic outlook which includes the continued weakness in the local government sector and the increased duration of unemployment benefits. The 2014 Unemployment Program contributions decreased on average in the mid-teens, so it appears that the worst of the economic downturn is over and employment levels have begun to stabilize.

The Wage Base

The wage base for 2013 of \$14,000 will remain the same for 2014 to be consistent with the state program.

The Primex³ Advantages

Rate Stability and Certainty

Unemployment Compensation Program Members are responsible for their own claims, unlike our other pooled programs. As reimbursable employers, our members are charged by the Department of Employment Security monthly on a dollar per dollar basis for all unemployment claims against their account. At periods of high fiscal exposure such as a reduction in force or the end of a school year, our members would contend with a financial burden that was unpredictable and immediate. Our program provides greater stability and certainty by allowing our members to pay these charges over a period of time, despite what economic or legislative headwinds are dealt their way.

Emphasis on Human Resource Practices

The strongest action an organization can take to reduce unemployment compensation exposure is to implement sound human resource practices. Hiring the best qualified candidates, coaching and mentoring employees for continued success, judiciously implement discipline in a fair and consistent manner that affords due process, terminating an employee appropriately for violations of policy, and documenting the reasons for resignation are the areas employers control to reduce unemployment costs. The focus on human resources practices is well worth your time and costs as these practices create a workplace that motivates people to perform well and leads to a stable workforce. These actions also reduce employment liability associated with union grievances, charges of discrimination, and wrongful termination claims.

The Unemployment Compensation Team at Primex³ is your committed partner in providing guidance and advocacy at the intersection between human resources and claims mitigation. Primex³ provides training on both labor law compliance, strategic human resource practices, and supervisory and leadership skills to reduce turnover in your organization through improved managerial practices. Primex³ staff is available to consult on contentious employment issues to mitigate liability before a claim arises. While the fiscal challenges we face are hard to control, Primex³ firmly believe empowering local governments to take control of employment practices is the right thing to do on behalf of your citizens and employees. It is also the most important factor to mitigate unemployment compensation costs that is within your control.

Skilled Advocacy before the Department of Employment Security

Primex³ staff provide skilled advocacy and claim mitigation before the New Hampshire Department of Employment Security on your behalf. Primex³ staff reviews all claims and requests the appropriate documentation to substantiate when an employee is terminated for misconduct or voluntarily resigns. Primex³ strongly asserts the employer's position during the initial claim adjudication and before both the Employment Security Appeals Tribunal and Appellate Board to ensure benefits are only paid under qualifying circumstances. Primex³ utilizes in-house representation so that legal costs for our members are only utilized in the rare circumstance where counsel is warranted. Primex³ staff has fostered a congenial relationship with the Department of Employment Security to allow for effective advocacy on behalf of our members.

The economic difficulties facing local government are real and substantial. While there are many uncertainties ahead, your organization need not face them without support. Instead of weathering these challenges alone, it is the prudent choice to partner with Primex³ no matter what challenges 2014 may bring.

Bow Brook Place
46 Donovan Street
Concord, NH 03301

Primex³
NH Public Risk Management Exchange

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Rev. 10_9_13
800-698-2364
603-225-2841
www.nhprimex.org

Trust. Excellence. Service.