



Central Shenandoah Planning District Commission

**Minutes**  
**Central Shenandoah Planning District Commission**  
**112 MacTanly Place, Staunton, Virginia**  
**Executive Committee Meeting,**  
**April 19, 2010, 6:00 P.M.**

<b>Member Jurisdiction Representatives</b>					
	<b>City of Waynesboro</b>		<b>City of Lexington</b>		<b>Staff</b>
	Nancy Dowdy, Chairperson	✓	Frank Friedman	✓	Bonnie Riedesel
	<b>City of Buena Vista</b>		<b>Rockbridge County</b>	✓	Kathy Wise
✓	Larry Tolley, Secretary	✓	A. W. Buster Lewis	✓	Rita Whitfield
	<b>Rockingham County</b>		<b>City of Staunton</b>		
✓	William Vaughn, Treasurer	✓	Carolyn Dull		
	<b>Highland County</b>				
	Jerry Rexrode, Vice Chairperson				

**Call To Order**

The April 19, 2010, Executive Committee meeting was called to order at 6:00 p.m. by Secretary Tolley.

**Minutes**

Mr. Lewis moved, seconded by Mr. Vaughn, to approve the minutes of the February 1, 2010, Executive Committee meeting. Motion carried unanimously.

**Status of FY11 Local Assessment Rate**

Secretary Tolley presented the status of the FY11 Local Assessment Rate. Ms. Riedesel gave an update on the status of the jurisdictions' responses regarding the FY11 local assessment rate adjustment. Discussion ensued regarding concerns with having varying assessment rates among jurisdictions, meeting with the jurisdictions' Boards and Councils to discuss budget requests, and providing services to the towns.

**Revision of Personnel Rules and Regulations (BAF #10-9)**

Secretary Tolley presented for consideration Revision of Personnel Rules and Regulations (attached to file minutes). Ms. Riedesel stated that currently, the CSPDC Personnel Rules and Regulations does not address whether or not part-time employees are eligible to receive and participate in the Commission's medical insurance plan. She presented the following amendment to be added under Chapter 8, Section 8-03, Personnel Rules & Regulations:

“All active permanent part-time employees shall be permitted to participate in the medical insurance plan per the limitations and conditions of the Plan being offered.”

“The Commission will not participate in the cost of premiums with its retirees, part-time employees and employees that have been approved for a Leave of Absence with pay pursuant to *Section 7.13 Leave of Absence without Pay*.

Mr. Vaughn suggested adding the sentence “the cost of the premiums will be the employees’ responsibility.” Mr. Friedman moved, seconded by Mr. Lewis, to revise Chapter 8, Section 8-03, CSPDC Personnel Rules and Regulations with the above amendment. Motion was carried by unanimous vote.

### **Anthem BC/BS Renewal**

Secretary Tolley presented Anthem Blue Cross/Blue Shield Renewal. Ms. Riedesel distributed copies of the CSPDC Health Insurance Rates, FY10 versus FY11 (attached to file minutes), noting that for FY11, there will be an 8% premium increase for CSPDC coverage. Mr. Friedman moved, seconded by Mr. Vaughn, to renew the current health insurance plan for FY11. Motion carried unanimously.

### **Meeting with Virginia Retirement System (VRS) Representative**

Secretary Tolley presented for consideration Meeting with VRS Representative. Ms. Riedesel stated that at the last Executive Committee meeting, it was suggested to set up a meeting with VRS, staff and Executive Committee members to discuss the VRS system. Ms. Riedesel stated that she had scheduled a meeting for April 26<sup>th</sup>. She noted that she would send out an email to remind everyone and to see who could attend.

### **Executive Session to Discuss Personnel Matters**

Mr. Friedman moved, seconded by Mr. Lewis, for the Executive Committee to adjourn into a closed session pursuant to Section 2.2-3711(A)1 of the Code of Virginia, specifically to discuss personnel matters. Motion was carried by unanimous vote.

Mr. Friedman moved, seconded by Mr. Vaughn, and carried by a vote of 5 to 0, recorded as follows: Larry Tolley - aye; William Vaughn – aye; Frank Friedman – aye; Buster Lewis – aye; and Carloyn Dull – aye, for the Executive Committee to adjourn the closed session and certified that only the public business matters lawfully exempted from open meeting requirements, as identified in the motion that convened the closed session, as discussed or considered during the closed session.

### **Other Business**

Under Other Business, Ms. Riedesel reported on the following:

- Noted that Mr. KC Baker, Waynesboro's citizen representative, had resigned from the Commission.
- Noted that the next Executive Committee meeting will be held May 17, 2010 to discuss the draft FY11 budget.

### **Adjournment**

There being no further business to come before the Committee, a motion for adjournment at 6:40 p.m.

Respectfully submitted,

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Rita F. Whitfield  
Administrative Assistant

Approved:

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