STATE OF CONNECTICUT MUNICIPAL ACCOUNTABILITY REVIEW BOARD (MARB)

REGULAR MEETING NOTICE AND AGENDA Hartford Subcommittee of the MARB

Meeting Date and Time: Thursday, June 23, 2022, 10:00 AM – 12:00 PM

Meeting Location: This will be a virtual meeting. Meeting materials may be accessed at the following website:

https://portal.ct.gov/OPM/Marb/Hartford-Committee-Meetings-and-Materials

Call-In Instructions: Meeting participants may use the following telephone number and access code

Telephone Number: (860) 840-2075

Meeting ID: 331 953 396

Agenda

- I. Call to Order & Opening Remarks
- II. Approval of Minutes:
 - a. May 26, 2022 regular meeting
- III. Review, Discussion and Possible Action: Labor Contracts:
 - a. Hartford Federation of School Secretaries
- IV. Update: Budget Mitigation Measures
- V. Other Related Business
- VI. Adjourn

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STATE OF CONNECTICUT MUNICIPAL ACCOUNTABILITY REVIEW BOARD (MARB)

REGULAR MEETING MINUTES Hartford Subcommittee of the MARB

Meeting Date and Time: Thursday, May 26, 2022, 10:00 AM – 12:00 PM

Meeting Location: This was a virtual meeting. Meeting materials may be accessed at the following website:

https://portal.ct.gov/OPM/Marb/Hartford-Committee-Meetings-and-Materials

Call-In Instructions:

Telephone Number: (860) 840-2075

Meeting ID: 637 604 347

Members in Attendance: Kimberly Kennison (OPM Secretary designee), Christine Shaw (State Treasurer designee; joined after adoption of minutes), Matthew Brokman, Mark Waxenberg, Robert White

City Officials in Attendance: Jennifer Hockenhull, Phillip Penn, Melinda Kaufmann (labor attorney), Alexandra Lombardi

OPM Staff in Attendance: Julian Freund

I. Call to Order & Opening Remarks

The meeting was called to order at 10:04 AM.

- II. Approval of Minutes:
 - a. April 28, 2022 regular meeting

Mr. White made a motion, with a second by Mr. Waxenberg, to approve the minutes. The motion passed 3-0-1 with Mr. Brokman abstaining.

- III. Review, Discussion and Possible Action: Labor Contracts:
 - a. Local 566 (Custodians and Food Service)

Mr. Penn and Ms. Kaufmann presented a tentative agreement with Local 566 for a contract with a term of July 1, 2021 – June 30, 2025. The unit covers approximately 286 custodians and food service employees and is the lowest paid group among BOE bargaining units. In prior contracts, this unit had approved wage freezes in five years. The agreement provides general wage increases (GWIs) of 3% in the first two years, a GWI of 2.5% in the third year and 2% in the final year. Health insurance premium contributions increase from the current 12% to 13% in FY 2024. The net cost of the agreement is estimated to be \$1.1 million over the life of the contract. Mr. Penn noted that increases attributable to food service workers would not impact the General Fund as those employees are covered by the Food Service Fund.

Mr. Waxenberg asked if this contract brings all employees' wages up to a minimum of \$15/hour. Mr. Penn confirmed that it does. Mr. Waxenberg asked about turnover rates on various shifts. Mr. Penn indicated that vacancies currently are concentrated on the second shift. Members also discussed employees' contributions to health savings accounts. The current data indicated 59% of the members were contributing to the deductible using payroll deduction and the average contribution was about 63% of the deductible. Ms. Kaufmann added that extensive education regarding the use of a high deductible account and health savings account was provided to this group when it first transitioned to the current plan design.

Mr. Waxenberg made a motion, with a second by Mr. White, to recommend that the full MARB approve the agreement. The motion passed unanimously.

b. Hartford Federation of School Health Professionals

Mr. Penn and Ms. Kaufmann presented a tentative agreement with School Health Professionsals for a contract with a term of July 1, 2018 – June 30, 2025. This unit covers approximately 70 employees. The agreement provides no retroactive GWIs for FY 2019 – FY 2021. A GWI of 2.5% for the current fiscal year is retroactive back to July 1, 2021. GWIs of 2% are provided for each of the final three years of the agreement. The agreement provides additional stipends for members attaining certain educational levels and also expands on tuition reimbursement opportunities. This group will be migrating to the high deductible health plan for the next school year. The option of buying into the health insurance plan as a retiree will not be available for employees hired after the execution of this contract. The current employee health insurance premium share of 14% increases by one half percent per year beginning July 1, 2022, reaching 15.5% for the final year of the agreement. The net cost of the agreement is estimated at \$585,000 over the life of the agreement.

Mr. Waxenberg made a motion, with a second by Mr. White, to recommend that the full MARB approve the agreement. The motion passed unanimously.

c. Hartford Police Union

Ms. Hockenhull provided an overview of the proposed agreement. The tentative agreement is for a four year contract from July 1, 2022 through June 30, 2026. The union has 473 sworn budgeted positions, of which 97 are currently vacant. The agreement provides for general wage increases of 0% in the first year, followed by 2% in each of the three following years. This union was the subject of an MOU last year that raised the salary schedule in an effort to address vacancies and challenges retaining officers. Members' option to buy up to the PPO health plan has been extended to June 30, 2023 in the agreement. The agreement adjusts the retirement age from 55 with 25 years of service to 50 years of age with 25 years of service for members hired on or before June 30, 2027. An analysis of the impact on future ADEC requirements was provided by the City's actuary firm. All of the costs related to this contract were included in the City's FY 2023 budget and the 5-Year Plan.

Mr. Waxenberg asked about the impact of the MOU on recruitment and retention, and whether this contract was negotiated with recruitment and retention in mind. The City will bring this information to the full MARB meeting along with comparables and a redlined copy of the contract.

Mr. Brokman noted that it is unusual for the MARB to be presented with a contract that lowers the retirement age. He asked for information on retirement ages in other police contracts for comparison purposes.

Members opted to not take action on the contract given that additional information has been requested in advance of the full MARB meeting.

d. Local 1716: Memoranda of Understanding

The contract for Local 1716 was approved by the MARB at a recent board meeting. Eight separate memoranda of agreement have been negotiated for certain positions within the bargaining unit to adjust the competitiveness of salary schedules.

A total of sixty General Fund positions are affected by the MOAs. The cumulative cost about \$513,000 in FY 2023 which has been included in the budget and the 5-Year Plan. Members asked for the new salary tables that would result from the MOUs, comparables and details regarding the number of positions, both General Fund and grant funded, affected by the agreements.

Members opted to not take action on the contract given that additional information has been requested in advance of the full MARB meeting.

IV. Update: Budget Mitigation Measures

Ms. Hockenhull updated the Subcommittee on the City's budget mitigation measures. Tax collection efforts have nearly reached the targeted amount set for collections. The license plate scanning project will not be renewed for next fiscal year. The Golf operation is expected to achieve the estimate savings of \$100,000 in the current year.

V. Update: FY 2022 Audit Process

Ms. Ralls provided an update on the FY 2022 audit schedule. The City has met with the auditor to prepare a preliminary schedule. The fiscal year will be closed in the financial system in mid-August. The auditors will begin field work in late August.

VI. Other Related Business

Ms. Hockenhull reported that the City Council approved the FY 2023 budget with minimal adjustments having no effect on the total budget.

VII. Adjourn

Mr. White made a motion to adjourn, with a second by Mr. Waxenberg. The meeting adjourned at 11:21 AM.

Summary of Hartford-Secretaries Tentative Agreement

This unit consists of approximately 100 secretaries. The current contract expired on June 30, 2018. The parties reached a tentative agreement on June 1, 2022. The Union ratified the tentative agreement on June 10, 2022. The new contract will be effective retroactively from July 1, 2018 – June 30, 2024.

Background

The prior contract was from July 1, 2015 through June 30, 2018. The contract included the following increases: 3%, 3%, 2.4% plus step movement.

Salary

2018-2019	0% GWI, no step movement
2019-2020	0% GWI, no step movement
2020-2021	0% GWI, no step movement
2021-2022	Retroactive to July 1, 2021: 2% GWI, all members not on top step move
	one step.
2022-2023	July 1, 2022: 2% GWI, all members not on top step move one step.
2023-2024	July 1, 2023: 3% GWI, no step movement

Other Cost Increases

Increased the tuition reimbursement rate for college courses from \$300 per credit to \$675 per credit.

Insurance

For the 2021-2022 school year there are no changes to the health insurance and cost share premiums. For the 2022-2023 school year:

- For the 2022-2023 school year, the cost share premium for those remaining in the PPO plan will increase to 17.5% and 14.5% for those in the HDHP.
- It will become mandatory for all bargaining unit members to be on the High Deductible Health Plan(HDHP) with a Health Savings Account (HSA) as of July 1, 2023
 - Premium Cost Share will be based on the Anthem allocation rate plus not more than 4%.

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2018-2022 14.0%

5 July 1, 2022 14.5% (rate effective on approval of the CBA by the MARB)

5 MARB)

6 July 1, 2023 15.0%
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• In-Network services shall be subject to a \$2,000 deductible for an individual plan and \$4,000 per family. The plan pays 100% in network services after the deductible, except for prescription drugs (Rx).

- Out-of-Network services shall be subject to a 20% coinsurance for an individual plan up to a yearly maximum of \$2,000 individual and \$4,000 per family. Out of network out of pocket maximum is \$4,000 per individual and \$8,000 per family (including the deductible)
- Upon reaching the deductibles, there shall be a Rx co-payment applied as follows:

o Generic: \$5

o Brand (formulary): \$15

o Brand (non-formulary): \$30

 Up to an out of pocket maximum of \$1,000 per individual and \$2,000 per family.

Effective July 1, 2022, the Board shall contribute fifty percent (50%) of the applicable HDHP deductible amount. The Board's contribution toward the HDHP deductible will be deposited into the HSA accounts in two equal installments, the first on or about July 1, 2022 and the second on or about January 1, 2023. In subsequent years, the Board's contribution will be deposited into the HSA accounts in two equal installments, the first on or about July 1st and the second on or about January 1st. The Board's contribution will be pro-rated for members hired after July 1st in any year.

For the 2023-2024 school year only, the Board shall contribute seventyfive percent (75%) of the applicable HDHP deductible amount for those members who were not enrolled in the HDHP for the 2021-2022 school year and are transitioning to the HDHP for the 2023-2024 school year ("transitioning members"). For the 2023-2024 school year for transitioning members, two-thirds of the Board's contribution toward the HDHP deductible will be deposited into the HSA account during the first week of July 2023, and one-third of the Board's contribution toward the HDHP deductible will be deposited into the HDHP during the first week For the 2023-2024 school year, the Board shall of January 2024. contribute fifty percent (50%) of the applicable HDHP deductible for all other members enrolled in the HDHP. The Board's contribution toward the HDHP deductible for non-transitioning members will be deposited into the HSA accounts in two equal installments, the first during the week of July 1, 2023 and the second during the week of January 1, 2024. The parties acknowledge that the Board's contribution toward the funding of the HDHP plan is not an element of the underlying insurance plan, but rather relates to the manner in which the deductible shall be funded for active employees. The Board shall have no obligation to fund any portion of the HDHP deductible for retirees or other individuals upon their separation from employment. The Board's contribution toward the HDHP deductible will be deposited into the HSA accounts in two equal installments, the first during the week of July 1, 2023 and the second during the week of January 1, 2024. The Board's contribution will be prorated for members hired after July 1st in any year or for members who leave prior to June 30th.

- Starting July 1, 2023, members who decline the District's health insurance and show proof of enrollment in another group health insurance will be eligible for a stipend of \$1,000 per school year, paid at the end of the school year. This will be prorated for any unit member who enrolls in the health insurance mid-school year due to a HIPAA compliant reason.
- Members hired after June 30, 2022 will not be eligible for retiree insurance coverage. They remain eligible for COBRA coverage.

Projected Costs of the Agreement

Column1	Column2	Column	13 🔻	Colu	mn4	Column5	¥	Column6	~
Total Cost Summary: Agreement Between	HBOE and Secretaries								
		Fiscal	Impact	Щ.					
General Topic	Change		FY 21-22		FY 22-23	FY	23-24		Total
Wages	General Wage Increases %		2.00%		2.00%		3.00%		
	Cost of General Wage Increase in \$ (compounded)	\$	97,843	\$	103,593	\$ 15	5,633	\$	357,069
	Cost of Step (Range) Changes in \$	\$	101,647	\$	93,456	\$	-	\$	195,103
Tuition Reimbursement	Increase reimbursement from \$300/credit to \$675/credit, max of 6	\$	10,500	\$	10,500	\$ 1	0,500	\$	31,500
Healthcare	\$1,000 stipend for waiving coverage	\$	-	\$	20,000	\$ 2	0,000	\$	40,000
	Shift to allocation rates/premium cost share/HSA contribution	\$	-	\$	(7,000)	\$ 23	9,000	\$	232,000
Health Premium Cost Share	PPO Employee Cost Share		17.0%		17.5%		,		
Retiree HI	Coverage changes as it changes for actives	IMMED	IATE SAVI	NGS					
	Net Annual Impact	\$	209,990	\$	220,549	\$ 42	5,133	\$	855,672
Other Measures to Offset Costs of Contract									
Healthcare	Full conversion to HDHP	\$	-	\$	-	\$ (44	3,000)	\$	(443,000)
Budgeted Increases	2% increases built into 2021-22 and 2022-23 budgets	\$	(97,843)	\$	(99,800)	\$	-	\$	(197,643)
_	Net Annual Impact Each Year	\$	112,147	\$	120,749	\$ (1	7,867)	\$	215,029
Notes: Current PPO population does not cor	overt to HDHP until 2023-24								

Other Changes

- Updated the federation rights language to address the *Janus* decision and state legislation.
- Amended language regarding initial hires and promotional opportunities to allow the
 employee to start on the salary step where they would be placed on based on years of
 experience regardless of whether they have passed the required test for the new position.
 Employees who do not pass the test within a specified time period are still subject to
 termination.
- Extended the time period during which the first evaluation of a probational employee must occur from four weeks to 60 working days to allow more time to assess the performance.
- Eliminated the three year expiration of test results for promotional opportunities and eliminated the three year limitations for an employees name to remain on the eligibility list for promotions.
- Global replacement of "Chief Labor and Legal Officer" with "Senior Executive Director of Human Resources" throughout the Agreement.
- Fixed some typographical errors in the contract.

Total Cost Summary: Agreement Between HBOE and Secretaries

			Fisca	l Imp	act	
General Topic	Change	FY 21-22	FY 22-23		FY 23-24	Total
Wages	General Wage Increases %	2.00%	2.00%		3.00%	
	Cost of General Wage Increase in \$ (compounded)	\$ 97,843	\$ 103,593	\$	155,633	\$ 357,069
	Cost of Step (Range) Changes in \$	\$ 101,647	\$ 93,456	\$	-	\$ 195,103
Tuition Reimbursement	Increase reimbursement from \$300/credit to \$675/credit, max of 6	\$ 10,500	\$ 10,500	\$	10,500	\$ 31,500
Healthcare	\$1,000 stipend for waiving coverage	\$ =	\$ 20,000	\$	20,000	\$ 40,000
	Shift to allocation rates/premium cost share/increased HSA contribution	\$ -	\$ (7,000)	\$	239,000	\$ 232,000
Health Premium Cost Share	PPO Employee Cost Share	17.0%	17.5%		-	
	HPHP Employee Cost Share	14.0%	14.5%		15.0%	
	Net Annual Impact	\$ 209,990	\$ 220,549	\$	425,133	\$ 855,672
Other Measures to Offset Costs of Con	tract					
Healthcare	Full conversion to HDHP	\$ -	\$ -	\$	(443,000)	\$ (443,000)
Budgeted Increases	2% increases built into 2021-22 and 2022-23 budgets	\$ (97,843)	\$ (99,800)	\$	-	\$ (197,643)
	Net Annual Impact Each Year	\$ 112,147	\$ 120,749	\$	(17,867)	\$ 215,029
Notes: Current PPO population does no	ot convert to HDHP until 2023-24	•	•		•	

								2017-20	18 Salary So	chedule								
Step	85-10	90-10	95-10	100-10	105-10	85-12	90-12	95-12	95-11	100-12	100-11	105-12	105-11	110-12	115-11	115-12	120-12	
1	28,942	30,648	32,328	34,034	35,737	33,566	35,547	37,510	35,364	39,490	37,223	41,462	39,089	43,427	42,800	45,401	49,943	
2	30,368	32,176	33,957	35,737	37,536	35,238	37,318	39,242	37,146	41,462	39,084	43,529	41,060	45,604	44,939	47,670	52,441	
3	31,907	33,778	35,661	37,536	39,392	37,002	39,179	41,356	39,005	43,529	41,026	45,707	43,090	47,891	47,189	50,058	55,065	
4	33,490	35,462	37,451	39,392	41,360	38,845	41,144	43,426	40,964	45,707	43,083	47,993	45,243	50,274	49,558	52,570	57,825	
5	35,169	37,226	39,315	41,360	43,427	40,830	43,205	45,604	43,006	47,993	45,238	50,396	47,501	52,802	52,027	55,191	60,709	
6	38,121	40,337	42,600	44,819	47,052	44,209	46,818	49,407	46,598	52,003	49,021	54,605	51,467	57,211	56,367	59,793	65,772	
7	38,827	41,084	43,388	45,646	47,923	45,027	47,685	50,322	47,462	52,962	49,923	55,618	52,421	58,270	57,409	60,898	66,989	
								20:	21-2022 FTF	E's								
Step	85-10	90-10	95-10	100-10	105-10	85-12	90-12	95-12	95-11	100-12	100-11	105-12	105-11	110-12	115-11	115-12	120-12	Totals
1								3	7	2		6				3		21
2								1	4			1				1		7
3									3			1				2		6
4									1					1		2		4
5								1	1					1			1	4
6				1				1	1			2				2		7
7							1	4	9	1	1	17		2		9	4	48
Totals	0	0	0	1	0	0	1	10	26	3	1	27	0	4	0	19	5	97
								2021	-2022 Total	Cost								
Step	85-10	90-10	95-10	100-10	105-10	85-12	90-12	95-12	95-11	100-12	100-11	105-12	105-11	110-12	115-11	115-12	120-12	Totals
1	0	0	0	0	0	0	0	112,530	247,548	78,980	0	248,772	0	0	0	136,203	0	824,033
2	0	0	0	0	0	0	0	39,242	148,584	0	0	43,529	0	0	0	47,670	0	279,025
3	0	0	0	0	0	0	0	0	117,015	0	0	45,707	0	0	0	100,116	0	262,838
4	0	0	0	0	0	0	0	0	40,964	0	0	0	0	50,274	0	105,140	0	196,378
5	0	0	0	0	0	0	0	45,604	43,006	0	0	0	0	52,802	0	0	60,709	202,121
6	0	0	0	44,819	0	0	0	49,407	46,598	0	0	109,210	0	0	0	119,586	0	369,620
7	0	0	0	0	0	0	47,685	201,288	427,158	52,962	49,923	945,506	0	116,540	0	548,082	267,956	2,657,100
Totals	0	0	0	44,819	0	0	47,685	448,071	1,070,873	131,942	49,923	1,392,724	0	219,616	0	1,056,797	328,665	4,791,115

4,791,115

								2021-2	022 Salary S	chedule								
Step	85-10	90-10	95-10	100-10	105-10	85-12	90-12	95-12	95-11	100-12	100-11	105-12	105-11	110-12	115-11	115-12	120-12	
1	29,521	31,261	32,975	34,715	36,452	34,237	36,258	38,260	36,071	40,280	37,967	42,291	39,871	44,296	43,656	46,309	50,942	
2	30,975	32,820	34,636	36,452	38,287	35,943	38,064	40,027	37,889	42,291	39,866	44,400	41,881	46,516	45,838	48,623	53,490	
3	32,545	34,454	36,374	38,287	40,180	37,742	39,963	42,183	39,785	44,400	41,847	46,621	43,952	48,849	48,133	51,059	56,166	
4	34,160	36,171	38,200	40,180	42,187	39,622	41,967	44,295	41,783	46,621	43,945	48,953	46,148	51,279	50,549	53,621	58,982	
5	35,872	37,971	40,101	42,187	44,296	41,647	44,069	46,516	43,866	48,953	46,143	51,404	48,451	53,858	53,068	56,295	61,923	
6	38,883	41,144	43,452	45,715	47,993	45,093	47,754	50,395	47,530	53,043	50,001	55,697	52,496	58,355	57,494	60,989	67,087	
7	39,604	41,906	44,256	46,559	48,881	45,928	48,639	51,328	48,411	54,021	50,921	56,730	53,469	59,435	58,557	62,116	68,329	
								20)21-2022 FT	E's								
Step	85-10	90-10	95-10	100-10	105-10	85-12	90-12	95-12	95-11	100-12	100-11	105-12	105-11	110-12	115-11	115-12	120-12	Totals
1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0	3	7	2	0	6	0	0	0	3	0	21
3	0	0	0	0	0	0	0	1	4	0	0	1	0	0	0	1	0	7
4	0	0	0	0	0	0	0	0	3	0	0	1	0	0	0	2	0	6
5	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	2	0	4
6	0	0	0	0	0	0	0	1	1	0	0	0	0	1	0	0	1	4
7	0	0	0	1	0	0	1	5	10	1	1	19	0	2	0	11	4	55
Totals	0	0	0	1	0	0	1	10	26	3	1	27	0	4	0	19	5	97
								202	1-2022 Total	Cost								
Step	85-10	90-10	95-10	100-10	105-10	85-12	90-12	95-12	95-11	100-12	100-11	105-12	105-11	110-12	115-11	115-12	120-12	Totals
1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0	120,081	265,223	84,582	0	266,400	0	0	0	145,869	0	882,155
3	0	0	0	0	0	0	0	42,183	159,140	0	0	46,621	0	0	0	51,059	0	299,003
4	0	0	0	0	0	0	0	0	125,349	0	0	48,953	0	0	0	107,242	0	281,544
5	0	0	0	0	0	0	0	0	43,866	0	0	0	0	53,858	0	112,590	0	210,314
6	0	0	0	0	0	0	0	50,395	47,530	0	0	0	0	58,355	0	0	67,087	223,367
7	0	0	0	46,559	0	0	48,639	256,640	484,110	54,021	50,921	1,077,870	0	118,870	0	683,276	273,316	3,094,222
Totals	0	0	0	46,559	0	0	48,639	469,299	1,125,218	138,603	50,921	1,439,844	0	231,083	0	1,100,036	340,403	4,990,605

Step Y/N: Y
GWI: 2.00%
GWI at Max: 2.00%

4,990,605 199,490 4.16%

								2022-2	023 Salary S	Schedule								
Step	85-10	90-10	95-10	100-10	105-10	85-12	90-12	95-12	95-11	100-12	100-11	105-12	105-11	110-12	115-11	115-12	120-12	
1	30,111	31,886	33,635	35,409	37,181	34,922	36,983	39,025	36,792	41,086	38,726	43,137	40,668	45,182	44,529	47,235	51,961	
2	31,595	33,476	35,329	37,181	39,053	36,662	38,825	40,828	38,647	43,137	40,663	45,288	42,719	47,446	46,755	49,595	54,560	
3	33,196	35,143	37,101	39,053	40,984	38,497	40,762	43,027	40,581	45,288	42,684	47,553	44,831	49,826	49,096	52,080	57,289	
4	34,843	36,894	38,964	40,984	43,031	40,414	42,806	45,181	42,619	47,553	44,824	49,932	47,071	52,305	51,560	54,693	60,162	
5	36,589	38,730	40,903	43,031	45,182	42,480	44,950	47,446	44,743	49,932	47,066	52,432	49,420	54,935	54,129	57,421	63,161	
6	39,661	41,967	44,321	46,629	48,953	45,995	48,709	51,403	48,481	54,104	51,001	56,811	53,546	59,522	58,644	62,209	68,429	
7	40,396	42,744	45,141	47,490	49,859	46,847	49,612	52,355	49,379	55,101	51,939	57,865	54,538	60,624	59,728	63,358	69,696	
								20)22-2023 FT	E's								
Step	85-10	90-10	95-10	100-10	105-10	85-12	90-12	95-12	95-11	100-12	100-11	105-12	105-11	110-12	115-11	115-12	120-12	Totals
1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3	0	0	0	0	0	0	0	3	7	2	0	6	0	0	0	3	0	21
4	0	0	0	0	0	0	0	1	4	0	0	1	0	0	0	1	0	7
5	0	0	0	0	0	0	0	0	3	0	0	1	0	0	0	2	0	6
6	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	2	0	4
7	0	0	0	1	0	0	1	6	11	1	1	19	0	3	0	11	5	59
Totals	0	0	0	1	0	0	1	10	26	3	1	27	0	4	0	19	5	97
								202	2-2023 Total	Cost								
Step	85-10	90-10	95-10	100-10	105-10	85-12	90-12	95-12	95-11	100-12	100-11	105-12	105-11	110-12	115-11	115-12	120-12	Totals
1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3	0	0	0	0	0	0	0	129,081	284,067	90,576	0	285,318	0	0	0	156,240	0	945,282
4	0	0	0	0	0	0	0	45,181	170,476	0	0	49,932	0	0	0	54,693	0	320,282
5	0	0	0	0	0	0	0	0	134,229	0	0	52,432	0	0	0	114,842	0	301,503
6	0	0	0	0	0	0	0	0	48,481	0	0	0	0	59,522	0	124,418	0	232,421
7	0	0	0	47,490	0	0	49,612	314,130	543,169	55,101	51,939	1,099,435	0	181,872	0	696,938	348,480	3,388,166
Totals	0	0	0	47,490	0	0	49,612	488,392	1,180,422	145,677	51,939	1,487,117	0	241,394	0	1,147,131	348,480	5,187,654

 5,187,654 197,049 3.95%

								2023-2	024 Salary S	Schedule								
Step	85-10	90-10	95-10	100-10	105-10	85-12	90-12	95-12	95-11	100-12	100-11	105-12	105-11	110-12	115-11	115-12	120-12	
1	31,014	32,843	34,644	36,471	38,296	35,970	38,092	40,196	37,896	42,319	39,888	44,431	41,888	46,537	45,865	48,652	53,520	
2	32,543	34,480	36,389	38,296	40,225	37,762	39,990	42,053	39,806	44,431	41,883	46,647	44,001	48,869	48,158	51,083	56,197	
3	34,192	36,197	38,214	40,225	42,214	39,652	41,985	44,318	41,798	46,647	43,965	48,980	46,176	51,321	50,569	53,642	59,008	
4	35,888	38,001	40,133	42,214	44,322	41,626	44,090	46,536	43,898	48,980	46,169	51,430	48,483	53,874	53,107	56,334	61,967	
5	37,687	39,892	42,130	44,322	46,537	43,754	46,299	48,869	46,085	51,430	48,478	54,005	50,903	56,583	55,753	59,144	65,056	
6	40,851	43,226	45,651	48,028	50,422	47,375	50,170	52,945	49,935	55,727	52,531	58,515	55,152	61,308	60,403	64,075	70,482	
7	41,608	44,026	46,495	48,915	51,355	48,252	51,100	53,926	50,860	56,754	53,497	59,601	56,174	62,443	61,520	65,259	71,787	
								20)23-2024 FT	E's								
Step	85-10	90-10	95-10	100-10	105-10	85-12	90-12	95-12	95-11	100-12	100-11	105-12	105-11	110-12	115-11	115-12	120-12	Totals
1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3	0	0	0	0	0	0	0	3	7	2	0	6	0	0	0	3	0	21
4	0	0	0	0	0	0	0	1	4	0	0	1	0	0	0	1	0	7
5	0	0	0	0	0	0	0	0	3	0	0	1	0	0	0	2	0	6
6	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	2	0	4
7	0	0	0	1	0	0	1	6	11	1	1	19	0	3	0	11	5	59
Totals	0	0	0	1	0	0	1	10	26	3	1	27	0	4	0	19	5	97
								202	3-2024 Total	Cost								
Step	85-10	90-10	95-10	100-10	105-10	85-12	90-12	95-12	95-11	100-12	100-11	105-12	105-11	110-12	115-11	115-12	120-12	Totals
1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3	0	0	0	0	0	0	0	132,954	292,586	93,294	0	293,880	0	0	0	160,926	0	973,640
4	0	0	0	0	0	0	0	46,536	175,592	0	0	51,430	0	0	0	56,334	0	329,892
5	0	0	0	0	0	0	0	0	138,255	0	0	54,005	0	0	0	118,288	0	310,548
6	0	0	0	0	0	0	0	0	49,935	0	0	0	0	61,308	0	128,150	0	239,393
7	0	0	0	48,915	0	0	51,100	323,556	559,460	56,754	53,497	1,132,419	0	187,329	0	717,849	358,935	3,489,814
Totals	0	0	0	48,915	0	0	51,100	503,046	1,215,828	150,048	53,497	1,531,734	0	248,637	0	1,181,547	358,935	5,343,287

Step Y/N: N GWI: 3.00% GWI at Max: 3.00% 5,343,287 155,633 3.00% Total Increase, % 11.11% Total Increase, \$ 552,172 Compounded Increase, % 11.52%

NEGOTIATIONS BETWEEN

THE HARTFORD BOARD OF EDUCATION

AND

THE HARTFORD FEDERATION OF SCHOOL SECRETARIES

LOCAL 1100, AFT, AFL-CIO

In full and final settlement of a successor agreement to their collective bargaining agreement that expired June 30, 2018 the negotiating teams for the Hartford Board of Education (the "Board") and The Hartford Federation of School Secretaries, Local 1100, AFT, AFL-CIO (the "Union") have tentatively agreed to the following changes to their collective bargaining agreement subject to ratification by the Board and the Union and approval by the Municipal Accountability Review Board:

Language represents concepts and may not be exact

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Duration: through June 30, 2024

ARTICLE V



SALARY PROVISIONS

Wage Increases

2018-2019	0% GWI, No Step
2019-2020	0% GWI, No Step
2020-2021	0% GWI, No Step
2021-2022	2% GWI, Step movement for those not at top step (retro to July 1, 2021)
2022-2023	2% GWI, Step movement for those not at top step
2023-2024	3% GWI, No Step

H. Recognition for Professional Improvement:

2. Employees in the bargaining unit shall be reimbursed for up to two (2) college or business courses per year provided said courses have relevancy to his/her job and are approved in advance by the Superintendent or his/her designee.

The Board desires to encourage the professional improvement of its employees in areas directly related to their employment. Bargaining unit members who have completed one year of satisfactory service in the Hartford Public Schools and have successfully completed the semester course shall be eligible for tuition reimbursement of up to \$675 per credit, up to a maximum of six (6) credits per year provided said courses have relevancy to his/her job and are approved in advance by the Superintendent or his/her designee. Courses shall be eligible for reimbursement only during the school year in which the employee took the course(s). Employees must submit any course for reimbursement within three (3) months of receipt of the final grade, or the claim for reimbursement shall be waived. For purposes of this article, successful completion means, at a minimum, receipt of a C or a Pass for the completed coursework.

ARTICLE VI

FRINGE BENEFITS

A. 1. Health Insurance - The following coverage shall apply to members of the bargaining unit.

Participating employees shall contribute the following percentages toward the annual premium or fully insured premium equivalent costs for individual or family coverage:

Effective upon Board ratification:

13%



July 1, 2016:

15%

July 1, 2017:

17%

July 1, 2022 (or the date the MARB approves the CBA) 17.5%

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Employee deductions shall be made pursuant to Section 125 of the IRS Code.

All employees hired on or after July 1, 2016 may only enroll in the HDHP with HSA and not have access to the PPO plan. Any employee already enrolled in the PPO who becomes a HFSS member after July 1, 2016, shall be permitted to remain in the PPO plan. Any member who elects the High Deductible Health Plan with the HSA shall not thereafter return to the PPO.

Effective July 1, 2023 the only health insurance plan available to bargaining unit members will be the High Deductible Health Plan with a Health Savings Account.

Employees enrolled in the Board's PPO Plan are eligible for the Board's managed three-tier drug rider as follows:

\$10 generic

\$25 formulary brand

\$40 non-formulary brand

Mail Order - 2X co-payments for a 90-day supply.

Out-of-Network visits shall be subject to a \$250 deductible and 20% coinsurance for an individual plan up to a \$1,250 yearly maximum. Family plans shall be subject to a \$500 deductible and 20% coinsurance up to a \$2,500 yearly maximum.

Employees enrolled in the Board's Preferred Provider Plan are eligible for the Board's managed three-tier drug rider as follows:

\$10 generic

\$25 formulary brand

\$40 non-formulary brand

Mail Order: Two times the applicable co-payment for a 90-day supply.

Effective July 1, 2013, there shall be mandatory generic drug substitution consistent with the State of Connecticut Benefit Design and State of Connecticut Maintenance Drug Network. If this plan is not available to the Board, it shall no longer be offered to the membership.

High Deductible Health Plan with a Health Savings Account ("HSA")

Members shall contribute the following percentages toward the annual premium or the Anthem allocation rate plus not more than four percent (4%) fully insured premium equivalent costs for individual, individual +1 or family coverage on the HDHP with HSA:

July 1, 2016: 12% July 1, 2017: 14%

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July 1, 2018 – June 30, 2022: 14% July 1, 2022 (or the date the MARB approves the CBA): 15% 14.5% July 1, 2023: 16%-15.0%



In-Network services shall be subject to a \$2,000 deductible for an individual plan and \$4,000 per family. The plan pays 100% in network services after the deductible, except for prescription drugs (Rx).

Out-of-Network services shall be subject to a 20% coinsurance for an individual plan up to a yearly maximum of \$2,000 individual and \$4,000 per family. Out of network out of pocket maximum is \$4,000 per individual and \$8,000 per family (including the deductible).

Upon reaching the deductibles, there shall be a Rx co-payment applied as follows:

Generic: \$5

Brand (formulary): \$15 Brand (non-formulary): \$30

Up to an out of pocket maximum of \$1,000 per individual and \$2,000 per family

Employee payroll deductions shall be made in accordance with the Board's Section 125 Premium Conversion Plan.

Effective July 1, 2022, the Board shall contribute fifty percent (50%) of the applicable HDHP deductible amount. The Board's contribution toward the HDHP deductible will be deposited into the HSA accounts in two equal installments, the first on or about July 1, 2022 and the second on or about January 1, 2023. In subsequent years, the Board's contribution will be deposited into the HSA accounts in two equal installments, the first on or about July 1st and the second on or about January 1st. The Board's contribution will be pro-rated for members hired after July 1st in any year.

For the 2023-2024 school year only, the Board shall contribute seventy-five percent (75%) of the applicable HDHP deductible amount for those members who were not enrolled in the HDHP for the 2021-2022 school year and are transitioning to the HDHP for the 2023-2024 school year ("transitioning members"). For the 2023-2024 school year for transitioning members, two-thirds of the Board's contribution toward the HDHP deductible will be deposited into the HSA account during the first week of July 2023, and one-third of the Board's contribution toward the HDHP deductible will be deposited into the HDHP during the first week of January 2024. For the 2023-2024 school year, the Board shall contribute fifty percent (50%) of the applicable HDHP deductible for all other members enrolled in the HDHP. The Board's contribution toward the HDHP deductible for non-transitioning members will be deposited into the HSA accounts in two equal installments, the first during the week of July 1, 2023 and the second during the week of January 1, 2024. The parties acknowledge that the Board's contribution toward the funding of the HDHP plan is not an element of the underlying insurance plan, but rather relates to the



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manner in which the deductible shall be funded for active employees. The Board shall have no obligation to fund any portion of the HDHP deductible for retirees or other individuals upon their separation from employment. The Board's contribution toward the HDHP deductible will be deposited into the HSA accounts in two equal installments, the first during the week of July 1, 2023 and the second during the week of January 1, 2024. The Board's contribution will be pro-rated for members hired after July 1st in any year or for members who leave prior to June 30th.

The parties acknowledge that the Board's contribution toward the funding of the HSA plan is not an element of the underlying insurance plan, but rather relates to the manner in which the deductible shall be funded for active employees. The Board shall have no obligation to fund any portion of the HSA deductible for individuals upon their separation from employment on departure from the Union.

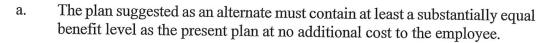
Any member who is enrolled in Medicare may not participate in the HSA and must participate in a health retirement account (HRA).

2. Through June 30, 2023, Anthem Blue Cross/Blue Shield Full Service Dental Plan fully paid for the employee and the employee's enrolled dependent(s). Employees and their enrolled dependents will be provided riders A,B,C,D and E (DCE) up to age 25 at no cost. This plan is subject to the premium cost sharing specified above in paragraph A of this Article. The premium cost share shall be at the PPO rate.

After June 30, 2023, the dental plan is subject to the premium cost sharing specified for the HDHP above.

- 3. Coverage will be provided for handicapped or disabled dependents children who are 25 years of age or older. The employee and their dependent(s) must meet with Anthem Blue Cross/Blue Shield's periodic medical certification requirements in order to qualify for the medical coverage contributions.
- 4. If the employee or the employee's dependent(s) become ineligible for medical or dental coverage they can purchase the coverage at their own expense at the group rate plus the 2% administration fee in accordance with the Congregational Consolidated Omnibus Budget Reconciliation Act (COBRA).
- 5. All employees shall receive an amount of group life insurance, without cost, equal to approximately one and one half (1.5) times his/her salary. The city will make available to all unit members a Supplemental Universal Life Insurance Program. Such program will be voluntary, provide discounted rates, and will be paid by each employee through payroll deductions. The program will offer portability and guaranteed rates at the time of separation from the Board.
- 6. The Board reserves the right to study alternative insurance plans to the plans outlined in this section provided the following steps are taken:

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- b. The Union will have the opportunity to study the plan for a period of twenty (20) working days.
- c. At the end of the twenty (20) day period, the Board and the Union will mutually agree to an impartial arbitrator if comparability is an issue, for the purpose of comparability study. If the parties are unable to agree on an arbitrator, the American Arbitration Association shall be requested to appoint an arbitrator with expertise in the health insurance field in accordance with its rules and regulations. The decision of the arbitrator as to whether the proposed plan is substantially equal to the then current plan shall be binding on the parties.
- d. If the proposed plan is comparable and portable through the United States, the Board may substitute as soon as possible.
- e. Proposed changes are limited to no more than one (1) proposed change for each type of health insurance during the life of the contract.

7. Medical and Dental Insurance Waiver/Withdrawal from Health Care Coverage

Effective July 1, 2023, and each July 1 thereafter, bargaining unit members who are eligible for medical and dental insurance benefits through the Board may voluntarily elect, subject to Section 125 of the Internal Revenue Code, to waive their Board-provided medical and dental insurance coverage for a minimum of one (1) year, except as provided below. A bargaining unit member who opts not to accept medical and dental insurance through the Board's medical and dental insurance plans, in lieu thereof, shall be paid an annual amount of One Thousand Dollars (\$1,000.00) at the end of that fiscal year, provided the bargaining unit member timely notifies the Office of Talent Management before the close of the annual enrollment period. In order to be eligible for this annual payment, the bargaining unit member must provide evidence that the bargaining unit member and the his/her expected tax family are or will be enrolled in minimum essential health care coverage through another source (other than coverage in the individual market, whether or not obtained through the Exchange) (the "alternate coverage"). This waiver, including the evidence of alternate coverage, must be renewed each year during the annual open enrollment period. Payment for the waiver will be paid only upon the completion of the entire plan year, payable during the month of July of the subsequent year.

Any bargaining unit member who subsequently becomes ineligible under alternate medical insurance coverage during the one (1) year period shall be entitled to reenroll under the Board's medical insurance provisions provided that the Office of



Talent Management is notified by the bargaining unit member in writing. If the bargaining unit member re-enrolls in the Board's medical insurance plan before the expiration of the one (1) year period, he or she shall receive a pro-rated amount for any full month that he or she has not received medical insurance from the Board.



- B. HFSS agrees that any portion of the health, dental or prescription drug plan may be self-insured or insured at the sole discretion of the Board. Further, the Board has the discretion to change the Pharmacy Benefits Manager to use the State vendor.
- C. If the total cost of a group health plan or plans offered under this contract triggers an excise tax under Internal Revenue Code Section 49801 or any other local, state or federal statute or regulation, the Board reserves the right to offer a group health plan or plans with a total combined cost that falls below the excise tax thresholds. Eligible employees will be given the option to enroll in the lower cost coverage option(s). If the employee chooses to enroll themselves or their eligible family members in a coverage option or options that triggers an excise tax, 100% of any such excise tax will be borne solely by the employee.
- G. Personal Days:
 - 1. Employees shall be permitted absences, without loss of pay and without deduction from sick leave accumulation, up to a total of not more than five (5) personal days in any school year for any and all of the listed reasons noted below. Any days used for personal purposes beyond the five (5) days, will be days of personal leave without pay. An employee who has taken personal leave on an emergency basis, must make the necessary arrangement to file the Personal Leave Request Form upon the date of his/her return from leave. Failure to do so, will mean loss of pay for that day.

Reasons:

- a. In the event of serious illness or death of wife, husband, father, mother, son, daughter, grandfather, grandmother, grandchildren, father in-law, mother-in-law, sister, brother, sister-in-law, brother-in-law, uncle, aunt, or child related by blood by marriage or member of his/her immediate household (not to exceed five (5) days in any school year);
- b. Holy days (not to exceed three (3) days in any school year);
- c. Quarantine;
- d. Absence of husband spouse for birth of child to wife-spouse (not to exceed two (2) days in any school year). Absence for parent for adoption of child not to exceed two (2) in any work year.
- e. Temporary absence for personal reasons is limited to situations not under the control of the applicant which make such absence from service



necessary. Prior approval must be given by the appropriate supervisor. Such approval shall not be unreasonably withheld.

2. Employees shall be notified when their leave is approved.

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ARTICLE XI

UNION RIGHTS

- A. The Board agrees to deduct via payroll dues for all members of the bargaining unit who authorize such payments in writing unless an individual member gives notice to the Director of Human Resources, in writing, that he or she wishes to have deducted the service fee only. Effective with the date of the union's notification of the employee's written authorization, employee's date of hire, the proper deduction will be made each pay period month from the employee's salary and forwarded to the Union monthly. The Board shall be held free and harmless from any liability in handling such Union dues. Employees on unpaid leaves of absence must make suitable arrangements in advance of such leave to pay the Union dues directly to the Union.
- B.____The Union shall hold the Board and City harmless against any and all claims, demands, liabilities, lawsuits, counsel fees or other costs which may arise out of, or by reason of, actions taken against the Board and/or the City as a result of the administration of the provisions of this article.

ARTICLE XIV TRANSFERS AND OPPORTUNITIES

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- 2. A secretary who has not passed the appropriate test may apply for a posted position. He/she may be appointed to the position in an acting capacity only if there are no qualified applicants for the position. Acting appointments shall be placed on Step 1 and shall be in accordance with Article XV.
- H. New employees shall be considered probationary during their first one hundred twenty (120) working days (excluding any authorized or unauthorized leave). During the probationary period, the employee shall not have recourse to the grievance procedure. Furthermore, new employees will not attain seniority rights during the probationary period; however, upon completion of the probationary period, his/her seniority shall date back to the date of his/her original employment.

During this period, an evaluation should be written by the employee's immediate supervisor and presented to the employee. If improvement in services is necessary, it should be stated clearly in this evaluation. A formal evaluation will generally occur at the end of the first four (4) weeks the end of 60 working days of experience in the job.



ARTICLE XV LONG-TERM SUBSTITUTES, ACTING APPOINTMENTS



A. Acting Appointments:

Secretaries appointed acting will:

- 1. Be placed on step 1 of the appropriate salary classification and but will be given credit on the proper step retroactively to the date of appointment, for previous experience and/or college degree, if the qualifying tests for the position are passed within sixty (60) days of the initial appointment date.
- 2. Not be eligible for step increases, salary improvements, and/or salary increases.
- 3. Have their employment terminated not later than one (1) year after their appointment date if qualifying test has not been passed.
- B. Any person initially employed in an acting position who is subsequently appointed to that position will start and remain on step 1 of the appropriate salary classification but will be given credit on the proper step retroactively to the date of employment for previous experience and/or education if the qualifying tests for the position are passed within two (2) months of the initial employment date.

ARTICLE XVI TESTING

The Board, with input from the Federation, will review the current testing procedures and will develop a new plan of testing, within one year from the ratification of this Agreement.

- A. Any bargaining unit member who wishes to be permanently appointed to a position in a different classification must have taken and passed any applicable examination within the last three (3) calendar years preceding the appointment. However, the unit member need not have passed any applicable test(s) in order to apply for said position.
- B. All bargaining unit members who pass any applicable examination(s) will have their names placed on the eligibility list for any position within the category of the examinations that they have passed. Their names will remain on the eligibility list for that category for three (3) calendar years.

ARTICLE XIX GENERAL PROVISIONS

M. Assumption of Liability for Damage Caused by Employees:



- 1. Employees in the bargaining unit shall be protected in accordance with Section 7-46510-235 of the Connecticut General Statutes, as amended from time to time.
- 2. Solely for the purpose of informing employees in the bargaining unit, the following language is offered as a paraphrase of the provisions of Section 7-46510-235:

The Board shall pay on behalf of any employee all sums which such employee becomes obligated to pay by reason of the liability imposed upon such employee by law for physical damages to person or property if the employee at the time of the occurrence, accident, physical injury or damages complained of, was acting in the performance of his/her duties and within the scope of his/her employment, and if such occurrence, accident, physical injury or damage was not the result of any willful or wanton act of such employee in the discharge of such duty.

N. Bargaining unit members shall not be required to perform first aid service, nor is it the responsibility of the bargaining unit member to determine the disposition of ill or injured students.

ARTICLE XXI DURATION

- A. Negotiation over successor Agreement.
 - 1. This Agreement shall be in full force and effect from the date of its signing through the 30th day of June, 201824. The parties shall enter into negotiations for a successor agreement as provided by applicable state law.

Global Change

Global Replacement of Executive Director of Human Resources and Chief Labor and Legal Officer with "Senior Executive Director of Human Resources".

FOR THE HARTFORD BOARD OF EDUCATION

FOR HARTFORD FEDERATION OF SCHOOL

SECRETARIES

LOCAL MOO, AFT, AFL-CIO

Melinda Kaufmann

Spokesperson for the Board

Dan Durant

Spokesperson for the Union

6-1-2022

Data ...

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Hartford Board of Education 2019-20 Secretaries' Negotiations Salary Comparison for School Secretaries District Reference Group (DRG)* I

sorted by 2018-19 Max

	Recent		2018-19	2018-19	2019-20	2019-20	2020-21	2020-21	2021-22	2021-22	2022-23	2022-23	2023-24	2023-24	
District	Contract	Classification	Min	Max	Notes										
New Britain	2018-23	School Secretary	47,892	53,489	47,892	54,074	47,892	54,932	47,892	55,536	47,892	56,375			12-month position, 37.5 hours/week
New Haven	2015-20	Clerk/Typist	40,697	48,242	41,715	49,449									12-month position, 35 hours/week
Hartford	2018-24 TA	Office Asst (85- 12) - Guidance	33,566	47,685	33,566	47,685	33,566	47,685	34,237	48,639	34,922	49,612	35,970	51,100	12-month position/35 hours/week
Bridgeport	2019-24	Clerical Specialist	37,926	47,537	38,685	48,488	39,071	48,973	39,853	49,952	40,650	50,951	41,463	51,970	*2017-19 data provided by Bridgeport BOE; 2019-24 data calculated based on GWI per contract
New London	2019-22	School Sec - Main Office	37,144	43,728	37,887	44,603	38,834	45,718	39,611	46,632					12-month position
Windham	2020-24	Secretary II - Secretary III	32,175	43,624	33,645	44,928	34,652	46,274	35,685	47,658	35,685	47,658	36,738	49,082	12-month position, 37.5 hours/week; 15 steps
Waterbury	2018-22	Secretary II	28,028	no max	28,738	no max	29,448	no max	30,030	no max					12-month position; calculated salary based on a work year of 1820 hours (35 hrs/wk)
Group Averag	ge w/o Hartfo	rd	37,310	47,324	38,094	48,308	37,979	48,974	38,614	49,945	41,409	51,661	39,100	50,526	
Hartford % +/	/-		-10.0%	0.8%	-11.9%	-1.3%	-11.6%	-2.6%	-11.3%	-2.6%	-15.7%	-4.0%	-8.0%	1.1%	

^{*}District Reference Groups (DRG) are CT school districts grouped according to similar economic indicators by the Connecticut State Department of Education (CSDE). Sources: collective bargaining agreements, communication with boards of education; CSDE (for DRG)

MARB – Hartford Subcommittee Meeting

June 23, 2022

Additional Questions Regarding Proposed CBA with Secretaries

Number of Positions: 97

Number of Vacancies: 9

Turnover Rates:

2018 13.3%

2019 6.4%

2020 3.8%

2021 8.5%

2022 8.5% (11 separations YTD)

Number of Insurance Waivers: 20

2021-22 Anthem Annual Allocated HDHP Premium Rates (including Dental)

	<u>EE</u>	<u>EE+1</u>	<u>Family</u>
	\$10,057	\$20,301	\$26,915
EE 14%	\$1,408	\$2,842	\$3,768
ER 86%	\$8,649	\$17,459	\$23,147

EE funded deductible 2023-24 \$500/\$1,000

EE funded deductible >2023-24 \$1,000/\$2,000

2021-22 Anthem Annual Fully Underwritten HDHP Premium Rates (including Dental)

	<u>EE</u>	<u>EE+1</u>	<u>Family</u>
	\$11,282	\$22,777	\$30,196
EE 14%	\$1,579	\$3,189	\$4,227
ER 86%	\$9,702	\$19,688	\$25,969

Initiative	Savings/ Increased Revenues Estimated (Annual)	Savings/ Increased Revenue Year-to- Date - FY2022 (One Time)	Savings/ Increased Revenue Year-to- Date - FY2022 (Multi- Year)	Savings/ Increased Revenue Future Years	Remaining Savings/ Revenues to Recognize to Meet Goal	Steps to Take
REVENUE:						
Tax Collection Efforts (Estima 1 Additional Annual Revenues \$300K-\$500K)	ed \$300,000	\$0 \$325,306 <u>\$0</u> \$325,306	<u>\$0</u> \$0	<u>\$0</u> \$0	(\$25,306)	1) Annual Tax Deed Sale – process beings around June (revenue typically exceeds budget annually) As of May 4, 2022, Redemptions total \$974,830 for 17 properties. There will be approximately 34 properties (mainly residential rental properties) at the sale in June 2022. 2) License Plate Scanning & Compliance – 3 rd party agreement with 50/50 split of revenue and work performed throughout the year by 3 rd party (revenue not budgeted) - through 4-30-22; this contract will not be renewed for FY2023. 3) Personal Property Audits – ongoing efforts using in-house staff
Private Duty Jobs and Other Receivable Collection Efforts (Estimated Additional Annual Revenues \$250,000-\$350,000	\$250,000	\$23,195			\$226,805	1) City to review outstanding receivables (non-tax) to assess collection steps based on type of service provided, date of service and amounts (By July 31, 2021) As of 10-13-21, we have sent out second requests for payment for over \$50k of blight and citations invoices related to trash clean up; continue to work with other departments to determine how best to collect on unpaid invoices. UPDATE ON PROGRESS 11-9-21: We are receiving payments on the invoices sent out for payment which were old, though not a significant amount. We intend to send batches to collections or to the tax collector by the end of November 2021. Progress on this continues. UPDATE ON PROGRESS 12-6-21: Working with DPW on a more streamlined process. OMBG will work with DPW to report unpaid invoices to the tax collectors office on a regular basis starting in calendar year 2022. UPDATE ON PROGRESS 4-20-22 - sent \$36k in DPW receivables to collection agency on 4/5/22 and \$31k was attached to tax bills as of 3/31/22 2) City to engage with collection agency and begin to assign past due invoices (by August 2021) Through May 2022, the City has assigned \$171,758 to collections, \$4,672 was cancelled for various reasons, and \$23,195 has been collected 3) City to establish written procedures on collection efforts for outstanding receivables going forward (by August 2021) We are working with Revenue Services LLC and various City Departments to determine the best practices for City collections and continue to refine our policies and procedures. Also, OMBG is in the process of promoting a staff member to serve as the Assistant Director - Revenue. This person will work on overseeing the collections process going forward. This transition is expected to be finalized prior to November 1, 2021. UPDATE ON PROGRESS - This transition will officially take place in December 2021. Written procedures will continue to be reviewed, with a goal of finalization by June 2022.

_	Inrough 5-31-22 (Report as of 6-9-2	,					
	Grant Opportunities (Estimated Additional Annual Revenues Amount Varies by Grant)	\$2,000,000	\$0 \$0 \$0 \$200,000 \$0	\$0 \$500,000 \$500,000	\$1,875,000 \$1,875,000	\$1,300,000	The Grants Department is actively seeking new grants which meet our core objectives. This is an ongoing effort. (City to distinguish between operations and CIP below.) Current significant grant opportunities currently on deck include (but are not limited to) - 1) DOT - Rebuilding American Infrastructure with Sustainability and Equity (RAISE) \$5m-\$25m; FY2022 to FY2026 Did not apply for in FY2022 - see notes below 2) CT DEEP - LWCF State and Local Assistance Program and Outdoor Recreation Legacy Partnership (ORLP) Program \$300k-\$5m; FY2022 Did not apply for in FY2022 3) DOT - Pilot Program for Transit-Oriented Development (TOD) Planning \$200k-\$250k; FY2022 Will be applying for various grants under the Infrastructure plan - see notes below 4) Other grants not previously awarded related to operating or CIP expenditures Brownfield grant received in 2Q22 5) COPS Grant (not budgeted) Available for 3 years of salary payments for Police Officers; will likely use in FY2023-FY2026 6) 'Smart Policing' Federal Grant focused on responses to non-fatal shootings (not budgeted) As of Number 9, 2021, the City has applied for, or is working on applicants for, a significant number of new grants. We will report out on the dollars received upon award of new grants in the future. UPDATE 5-19-22: We continue to meet monthly to review the grants available to determine projects available to best meet the requirements for projects including infrastructure, broadband and other opportunities. Updates will be provided as funding is awarded.
	EXPENDITURES:						
4	Energy Efficiency Opportunities (Estimated Additional Annual Savings \$350,000-\$400,000) REVISED in NOVEMBER 2021	\$69,000	\$202,983			(\$133,983)	The Energy Division is managed by a dedicated individual who manages all energy projects throughout the City. They work with departments to track progress and savings. These are ongoing efforts. The City will include updates in future reports on savings to date by project. Refer to attachment for update from September 2021 report. Updated potential savings to be more in line with new report from our energy office. Potential for future year savings on projects in the planning phase. Total savings estimates will be calculated as projects are determined. Will revise savings estimates accordingly. UPDATE ON PROGRESS 2-16-22: The City's Director of Sustainability left the City in January 2022. The Assistant to the Director for Facilities and Energy will be moving many of the open projects forward while we work to replace the Director. UPDATE ON PROGRESS 5-19-22: Based on information provided by the City's Assistant Director of Facilities, savings are related to the Parkville Microgrid (\$142k) as well as two Virtual Net Metering projects (\$36,800 and \$24,000). Additional projects are still in the works for additional savings in the future.
į	Strengthening Golf Course Enterprise Operations (Estimated Additional Annual Savings \$100,000)	\$100,000	\$100,000			\$0	The City hired a new Golf Operations Manager in March 2021. Due in large part to the pandemic limiting the number of activities individuals could participate in, golf saw a significant increase in customers. For FY2021, there continues to be a surplus in the golf fund. Therefore, the \$240k set-aside will be repurposed. For FY2022, the City is only including a set-aside of \$100k with the hope that it will not be needed to fill any gaps in the coming year. The continued improvement in the golf operations is expected to continue in future years. This will be updated at the end of the fiscal year upon Golf account reconciliation. UPDATE as of 6-9-22 - Cash balance continues to be strong for golf operations; will not require transfer in FY22.

•	Workers Compensation Cost Reduction Strategies (Estimated Additional Annual Savings \$75,000-\$200,000)	\$150,000	\$0	\$61,548	\$246,192		Workers Compensation is managed as part of our Safety & Risk Department. The City is currently negotiating a contract with a TPA to ensure additional savings by using new tools to manage both risk and payments out related to workers' compensation. 1) Negotiating a lower annual admin rate Annual amount for (5) years (includes BOE savings) total = \$307,740 2) Planning to use a 24-hour triage nurse line in lieu of urgent care visits, when possible Currently piloting in DPW; plans to roll out to HPF and HFD in 3rd quarter 2021 UPDATE FOR OCTOBER 2021 REPORT: Program is being set up in HFD for rollout in the coming months. It is likely that both will be set up in the first quarter of calendar year 2022. Since the inception of the program at DPW we have decreased the number of lost time claims by 41.7% (36 in calendar year 2020 vs 21 YTD in calendar year 2021). The average cost of a loss time claim has also decreased by 20% for the same period. We continue to monitor the claims closely to ensure fiscally responsible management of the workers' compensation program. UPDATE ON PROGRESS 2-16-22: Tracking to spend approx. \$1m less in FY2022 then in FY2021; Current average claim spend in FY22 is 23.2% lower than FY21; Number of claims over \$100k is decreasing (FY2020=14, FY2021=18, FY2022 through 1/31/22=6) UPDATE ON PROGRESS 5-20-22: For DPW claims, we are on track to incur less than 50% of the PY claim total (savings of over \$600k compared to FY21) and have had 30 reportable claims through April (compared to 60 in FY21 in total). Plans to roll out program in HPD before the end of the fiscal year as well as throughout the City in the next quarter.
			\$0				3) Closely working with TPA to review program for other efficiencies Currently working to set up Safety Committees in required locations to qualify for a Managed Care Plan option for MC which will accompany to the committee of
			\$0	\$61,548	\$246,192	\$88,452	WC which will save significant dollars.
7	Cost Reduction Strategies Through Procurement Efforts 7 (Estimated Additional Annual Savings of at Least \$300k Annually)	\$300,000	\$0 \$0 \$0 \$0 \$0 \$0	\$0 \$0 \$120,000 \$3,333 \$0 \$5,034	\$0	\$171,633	In FY2021, the City negotiated an office supply contract which is set to save the City approx. \$128k annually. The City is hiring a Project Manager in FY2022 to take on additional cost reduction projects. Projects that are in discussions for FY2022 include (but are not limited to) - 1) Fleet Program Savings 2) Copier/Printer Management and Savings 3) Office Supply Contract Savings - estimated for the FY 4) Mail Machine Contract Savings - \$10k over 3 years 5) Energy Bill Payment and Tracking Program Savings Energy Watch contract in progress to assist with tracking/streamlining energy bills 3) Other Cost Savings Measures Moving to electronic POs for all vendors - annual savings of at least \$5k OTHER INITATIVES IN PROGRESS: Adobe Contract Routing Implementation to go live in March 2022 - COMPLETED AS OF 4-1-22; Procurement working with MHIS to standardize technology recycling to generate surplus sales or rebates. UPDATE as of 5-19-22: Current Project Manager hired for role has taken on a different role within procurement. The City will need to recruit for a new candidate for this role in the coming months.
٤	Cost Reduction Strategies Through Facility and Fleet 8 Management Efforts (Estimated Additional Annual Savings \$75,000 to \$100,000)	\$75,000	\$0			\$75,000	The City has a Fleet Manager works closely with departments to determine the need for vehicle replacements, repairs, etc. on a City-Wide basis. The City is considering establishment of a Fleet Working Group to determine where savings can be realized; from replacing old vehicles with more fuel-efficient vehicles to sourcing repair parts at contracted prices. Working group currently under consideration. The Fleet Working Group Charter is being established. The working group met on 10-13-21. Based on early discussions, we are hopeful to see cost savings from recommendations yet this fiscal year. Update for 6-9-22: Purchasing 5 hybrid vehicles to replace old, aging vehicles - should arrive in August 2022.
	Totals	\$3,244,000	\$851,484	\$689,915	\$2,121,192	\$1,702,601	

City of Hartford Misc. Revenue Collections Reporting Monthly Reporting As of 5-31-22

NOTE: Currently working with collection agency on Private Duty collections. No Fire Marshall services sent to agency at this time. Rents, PILOTS, Other are being monitored internally and do not require agency help at this time. City will be adding various Health Code violations (blight clean up and citations) in coming months. Currently sending out second notices for payment prior to sending to agency. City will add agings to this report as

		Sum of 30 to 60 Days Past	to 90 Days	Sum of 91 to 120 Days Past	Sum of Over 120 Days Past	Sum of Total Due Now	Total Change Month over Month	
Police Private Duty	313,557	50,325	16,968	2,928	2,461,781	2,845,559		
Fire Marshall Services	-	-	-	-	511,399	511,399		
Rents, PILOT, Other	53,941	46,501	46,501	46,501	397,745	591,189		
Total as of 6-21-21	367,497	96,826	63,469	49,429	3,370,925			
	9.3%	5 2.5%	1.6%	1.3%	85.4%	6		
Police Private Duty	134,639	53,909	10,224	6,744	2,449,577	2,655,093	(190,466)	
Fire Marshall Services	-	-	-	-	501,544	501,544	(9,855)	
Rents, PILOT, Other	4,346		7,440		366,516		(212,887)	
Total as of 7-31-21	138,985	53,909	17,664	6,744	3,317,637			
	3.9%	1.5%	0.5%	0.2%	93.9%	6		
Police Private Duty	165.914	42.746	40.359	20.448	683.998	953.465	(1 701 639) Days	ment received on XL Center
Fire Marshall Services	103,514	42,740	40,559	20,446	69,591			ment received on XL Center
Rents, PILOT, Other	61,904		2,750	7,440	359,076		52,868	ment received on At center
Total as of 8-31-21	227,818	42,746		27,888	1,112,664		32,000	
1014145 010 51 21	15.7%			1.9%				
Police Private Duty	270,391	444,222	100,463	18,743	669,000	1,502,819	549,354 Sign	nificant number of jobs performed in past 60 days
Fire Marshall Services	-	7,722	-	-	64,663	72,385	2,795	
Rents, PILOT, Other	78,367	51,034	-		360,493	489,894	58,724	
Total as of 9-30-21	348,758	502,978	100,463	18,743	1,094,156	2,065,098		
	16.9%	24.4%	4.9%	0.9%	53.0%	6		
								10 · · · · · · · · · · · · · · · · · · ·
Police Private Duty	132,916	112,218	36,547	7,304	600,686			nificant number of jobs performed in past 60 days and payments received
Fire Marshall Services Rents, PILOT, Other	54,895	46,591	7,721 50,201	-	56,779 360,495	64,500 512,182	(7,885) 22,288	
		158.809					22,288	
Total as of 10-31-21	187,811 12.8%		94,469 6.4%	7,304 0.5%	1,017,960			
	12.07	10.6%	0.470	0.570	05.47	0		
Police Private Duty	483,495	34,163	14,469	10,288	582,514	1,124,929	235,258 Sign	nificant number of jobs performed in past 60 days and payments received
Fire Marshall Services	-	-		7,721	56,779			ounts are collectable - following up with customers regularly
Rents, PILOT, Other	52,953	46,500	46,500	46,500	360,495			eived large payment at end of prior year for monthly rental; assume partially collectable
Total as of 11-30-21	536,448	80,663	60,969	64,509	999,788	1,742,377		
	30.8%	4.6%	3.5%	3.7%	57.4%	6		
Police Private Duty	293,320	306,037	67,003	8,112	592,815			rease partially due to holiday delay - approx. \$130k decrease in aging as of 1-18-22
Fire Marshall Services	8,103	-	-	-	60,559	68,662		ounts are collectable - following up with customers regularly eived large payment at end of prior year for monthly rental; assume partially collectable
Rents, PILOT, Other	48,014	46,500	46,500	46,500	406,995	594,509	41,561 Rec	erved range payment at end of prior year for monthly rental, assume partially collectable
Total as of 12-31-21	349,437	352,537	113,503	54,612	1,060,369			
	18.1%	18.3%	5.9%	2.8%	54.9%	6		
	225 242	400 500					(250 424) 6:	10 · · · · · · · · · · · · · · · · · · ·
Police Private Duty	225,849	130,538	82,604	18,864	559,301			nificant number of jobs performed in past 60 days and payments received ounts are collectable - following up with customers regularly
Fire Marshall Services Rents, PILOT, Other	69,423 48,421	8,103 46,501	46,501	46,501	53,988 449,329			eived large payment at end of prior year for monthly rental; assume partially collectable
							42,743	
Total as of 1-31-22	343,692	185,142	129,105	65,365	1,062,617	1,785,922		
	19.2%	10.4%	7.2%	3.7%	59.5%	6		
Police Private Duty	412,758	54.767	31.541	5.256	548.101	1.052.423	25 267 51	ifferent combined following former discount 20 decreased an arrangement and
Fire Marshall Services	60,882	54,767	31,541	5,250	41,887	1,052,423		nificant number of jobs performed in past 30 days and payments received ounts are collectable - following up with customers regularly
Rents, PILOT, Other	46,501	46,501	46,501	46,501	487,997	674,001		reived large payment at end of prior year for monthly rental; assume partially collectable
							30,743	
Total as of 2-28-22	520,141	101,268	78,042	51,757	1,077,985			
	28.4%	5.5%	4.3%	2.8%	58.9%	6		
Police Private Duty	134,035	94,873	21,200		527,262	777,369	(275 054) Sign	nificant number of jobs performed in past 30 days and payments received
Fire Marshall Services	134,035	94,873 54,969	21,200	-	36,960	777,369 91.929		ounts are collectable - following up with customers regularly
Rents. PILOT. Other	46,501	46,501	46,501	46,501	530,332			reived large payment at end of prior year for monthly rental; assume partially collectable
, . ,							42,333	
Total as of 3-31-22	180,536	196,343	67,701	46,501	1,094,553			
	11.4%	12.4%	4.3%	2.9%	69.0%	6		
Police Private Duty	245,177	90,507	31.246	9,344	524,176	900,450	122 001 6:	nificant number of jobs performed in past 30 days and payments received
Fire Marshall Services	53,901	90,507	44,895	9,344	36,960			ounts are collectable - following up with customers regularly
Rents, PILOT, Other	49,401	46,501	46,501	46,501	576,833		45,027 AIII	reived large payment at end of prior year for monthly rental; assume partially collectable
,							45,401 Rec	
Total as of 4-30-22	348,479	137,008	122,642	55,845	1,137,968			
	19.3%	7.6%	6.8%	3.1%	63.2%	6		
							VI C	Contar quar the City approxy \$393k for Private Duty and Fire Marchal condenses and \$400k of white
Police Private Duty	150,116	151.311	54,812	4.393	520.232	880.863		Center owes the City approx. \$282k for Private Duty and Fire Marshal services, only \$30k of white urrent at this time.
Fire Marshall Services	130,110	51,684	34,612	31.044	36,960	,	(==,==.)	ounts are collectable - following up with customers regularly
Rents, PILOT, Other	49,401	49,401	46,501	46,501	623,333			reived large payment at end of prior year for monthly rental; assume partially collectable
							,	
Total as of 5-31-22	199,516	252,396	101,313	81,938	1,180,525	1,815,688		
	11.0%	13.9%	5.6%	4.5%	65.0%	0		