

Colonial School District
Human Resources Committee
Superintendent's Conference Room, District Office
Meeting Minutes
November 5, 2009, 4:30 pm

Committee members present: Hope Luken, Tom Davis

Other Board members present: Gary Johnson, Kelly Jowett, Sue Moore

Administrators present: Dr. Vincent Cotter, Dr. MaryEllen Gorodetzer, Richard Hartz, Leticia Erickson

Mrs. Luken, Committee Chairperson, called the meeting to order at 4:37 p.m.

Update on Montgomery County Health Insurance Consortium Self-Funded Prescription Initiative

Mr. Hartz provided the committee with an update on this initiative. The consortium is ready to enter into Phase I of a joint purchasing agreement for the purpose of purchasing prescription drugs under a cost plus funding arrangement with Independence Blue Cross. The term of the agreement is for the period of January 1, 2010, through June 30, 2010. Mr. Hartz assured the committee that there would be no change to the current prescription plan during Phase I. He also informed the committee that the agreement had been reviewed by legal council on behalf of the Montgomery County Intermediate Unit. The committee recommended that Phase I of this agreement be brought forward for board action in November.

Special Education Report K-5

The annual special education enrollment report for grades Kindergarten through 5th was reviewed by the committee. The report was prepared by Mrs. Rebe Hayes-Kennedy in response to an earlier request made by the HRC committee.

Training/Requirements regarding Bloodborne Pathogens

Mr. Hartz informed the committee that school districts are required to develop precautions to minimize employee exposure to bloodborne pathogens, in accordance with OSHA and PA state regulations. In response to this requirement, the Operations Department is currently working towards developing Exposure Control Plans for each facility. This plan will provide guidance on appropriate handling procedures, disposal procedures, and the required training for identified employees deemed to have a reasonable exposure risk to bloodborne pathogens. Mr. Hartz recommended that the district provide training to the identified employees through the GCN self tutorial program. An additional requirement is that employers are required to offer Hepatitis B vaccinations to identified employees at no cost to the employee. The committee asked Mr. Hartz to explore the possibility of using the employee's health insurance to assist with covering the cost for the injection. The district would refund the employee for the cost of the co-pay associated with the office visit for the Hepatitis shots.

Extra Duty Appointments/Changes

The committee reviewed and approved the listing of Extra Duty appointments and changes for the November Board meeting.

At 5:10 p.m., Mrs. Luken requested that the Committee go into executive session to discuss confidential matters.

The meeting adjourned at 6:07 p.m.

Respectfully submitted,

Richard Hartz
Director of Human Resources