

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting  
7:00 P.M.

May 19, 2015

A G E N D A

1. Call to order.
2. Invocation and Pledge of Allegiance to the flag.
3. Adoption of the agenda.
4. Approval of the May 5, 2015 Regular Business Meeting minutes.
5. PUBLIC COMMENT: Citizens will be given a three (3)-minute maximum time limit to speak before the Board of Commissioners about various topics, issues, and concerns. Following thirty minutes of hearing from the public, the Board of Commissioners will allow the remainder of citizens who have signed up to be heard at the next Tuesday business meeting.
6. PROCLAMATION: "Clayton County Observes May 2015 as National Drug Court Month." (Presented by Chairman Jeffrey E. Turner)
7. PROCLAMATION: "Clayton County Observes May 2015 as National Water Safety Month." (Presented by Chairman Jeffrey E. Turner)
8. PRESENTATION: "District I GEO Scholarships - Makayla Thornton, Mt. Zion High School and Bria Matthews, Forest Park High School." (Presented by Commissioner Sonna Gregory)
9. Consider requests of Debra Brewer, Director of Central Services. (NOTE: The entire Purchasing Ordinance for Clayton County, Georgia can be viewed on the MuniCode website. Citizens can access this website via the following website address: [http://library.municode.com/index.aspx?clientId=10562.](http://library.municode.com/index.aspx?clientId=10562))

1) **Recommendation for a Sole Source Award for the purchase of Two (2) Mobile License Plate Recognition 2-Camera System for the Clayton County Sheriff Department.** (\$37,976.00 / POR #00002401. Vigilant Solutions, located in Livermore, California. Funding is available through the Sheriff Departments Other Machinery and Equipment Funds). As requested by the Sheriff Department. Per Section 2-136 (7) of the Clayton County Code of Ordinances; Central Services must determine if other products or service providers can satisfy the procurement requirements before making a determination of sole source procurement. Sound procurement practice requires that sole source purchases be used when it is the only option and not as an attempt to contract with a favored service provider for a favored product. The Purchasing Agent requires all sole source providers to supply a letter stating that they are the sole source for a given product or service and why they are considered to be the sole source (technology, patents, etc.). All sole source purchases will be clearly defined when presented to the Clayton County Board of Commissioners.

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2) **Request for the Purchase and Installation of Scoreboards at Various Clayton County Parks Facilities utilizing the U.S. Communities Government Purchasing Alliance Harford County Public Schools Cooperative Contract #10-JLH-001.** (\$86,702.60 / BSN Sports, located in Dallas, Texas. Funding is available through the Parks and Recreation Community Development Block Grant Funds). As requested by the Parks and Recreation Department. Per Section 2-114 of the Clayton County Code of Ordinances; Cooperative Purchasing Methods, the County may join with other governmental units in cooperative purchasing plans when the best interest of the county would be served thereby. The Clayton County Board of Commissioners makes the final award for cooperative purchases of \$35,000.00 and greater.

3) **Recommendation for Renewal of Annual Contracts**

The following Annual Contracts are being recommended for renewal pursuant to Section 2-136: (1) and (6) of the Clayton County Code of Ordinances, General Purchasing Methods; Clayton County utilizes the competitive sealed bid method when the costs of goods and services are in excess of \$25,000.00. The Clayton County Board of Commissioners has the final award approval for all non-budgeted bids \$35,000.00 and greater. All approved budgetary goods and services and annual contract purchases can be authorized by the Finance Director and purchased by the Director of Central Services without Board of Commissioners' approval. Per Section 2-136 (6) of the Clayton County Purchasing Ordinance, Clayton County has developed annual contracts for frequently used items and services. These contracts are a result of a sealed bid. The contract allows the county to order goods and services directly from the awarded suppliers through the use of an annual contract document.

- a. **RFB #13-11 Clayton County Solid Waste Services – Annual Contract with Waste Pro of Georgia, Inc., located in Doraville, Georgia.** This final renewal period is from June 1, 2015 through May 31, 2016. The Board of Commissioners approved this award on April 16, 2013.
  
- b. **RFB #13-65 Construction Materials Testing/Inspections/Soil Bores-Annual Contract with NOVA Engineering & Environmental, LLC, located in Kennesaw, Georgia.** The renewal period is from June 1, 2015 through May 31, 2016. There is one remaining renewal on this contract. The Board of Commissioners approved this award on May 6, 2014.

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- c. **RFB #14-24 Officiating Services for Clayton County Parks and Recreation Athletic Programs - Annual Contract with Peach State Umpires Association, LLC, located in Jonesboro, Georgia.** The renewal period is from June 1, 2015 through May 31, 2016. There is one remaining renewal on this contract. The Board of Commissioners approved this award on May 6, 2014.
  
- d. **RFB #14-31 Athletic Uniforms & Equipment for the Clayton County Parks & Recreation Department – Annual Contract with Four Seasons Sporting Goods, Inc., located in College Park, Georgia.** The renewal period is June 1, 2015 through May 31, 2016. There is one remaining renewal on this contract. The Board of Commissioners approved this award on May 20, 2014.

4) The following Annual Contracts are being recommended for renewal pursuant to Section 2-136: (2) and (6) of the Clayton County Code of Ordinances, General Purchasing Methods; Clayton County utilizes the competitive sealed proposal method when the competitive sealed bid method is neither practical nor advantageous and when cost is not the primary consideration. The competitive sealed proposal method will be used when the costs of goods and services exceed \$25,000.00. All goods and services in the excess of \$25,000.00 are required to be purchased through the sealed proposal process, or negotiated by the Director of Central Services with full Board of Commissioners' approval. The Clayton County Board of Commissioners makes the final award for all non-budgeted proposals of \$35,000.00 and greater. Per Section 2-136 (6) of the Clayton County Purchasing Ordinance, Clayton County has developed annual contracts for frequently used items and services. These contracts are a result of a sealed bid. The contract allows the county to order goods and services directly from the awarded suppliers through the use of an annual contract document.

- a. **RFP #13-17 Concession Operations at Clayton County International Park – Annual Contract with NEA – BBQ, LLC, D/B/A Sonny's Barb-B-Q located in Buford, Georgia.** This final renewal period is from June 1, 2015 through May 31, 2016. The Board of Commissioners approved this award on May 14, 2013.
  
- b. **RFP #13-19 Roadway Construction Engineering and Inspection Services for Clayton County Department of Transportation and Development – Annual Contract with CDM Smith, Inc., Atlanta, Georgia.** The renewal period is from June 17, 2015 through June 16, 2016. There are two remaining renewals on this contract. The Board of

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Commissioners approved this award on June 4, 2013.

- c. RFP #13-20 Commissary Services for the Clayton County Prison – Annual Contract with McDaniel Supply Company, Inc., located in Jesup, Georgia.** The renewal period is from June 3, 2015 through June 2, 2016. There are two remaining renewals on this contract. The Board of Commissioners approved this award on May 14, 2013.
  - d. RFP #14-07 Auditing Services for Clayton County, Georgia - Annual Contract with Maudlin & Jenkins, LLC, located in Macon, Georgia.** The renewal period is from June 1, 2015 through May 31, 2016. There are two remaining renewals on this contract. The Board of Commissioners approved this award on March 4, 2014.
10. Consider the request of Ramona Bivins, Chief Financial Officer.
- 1) Budget Amendment #4-128/2009 Reimposition SPLOST/FYE 6-30-15 – To amend the budget for the purchase of capital equipment (gators and mowers) to be used at the various parks for park improvement, in the amount of \$26,300.
11. Consider the request of Renee Bright, Human Resources Director.
- 1) Renewal of the Stop Loss coverage for June 1, 2015 - May 31, 2016. The Stop Loss coverage protects the self-funded medical plan in the event of large claims. Once a claim exceeds \$175,000, the carrier reimburses the County for any additional claims. The renewal includes a 7% increase. The premium is paid from the Medical Fund.
12. Resolution 2015-124 - A Resolution authorizing Clayton County to enter into an Employment Agreement for Chief Operating Officer with Detrick Stanford.
- Synopsis: This Resolution will allow for an Employment Agreement appointing Detrick Stanford as Clayton County’s Chief Operating Officer.*
13. Resolution 2015-125 - A Resolution authorizing Clayton County to amend a Lease Agreement with LIT Industrial Limited Partnership, successor in interest to Atlanta Airlogistics Center II, for auxiliary office space for the Clayton County Police Department.
- Synopsis: This Resolution will amend a Lease Agreement to extend the lease for an initial nine months and add four one-year automatic renewal options.*

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14. Resolution 2015-126 - A Resolution authorizing Clayton County to accept a forfeited vehicle from a Clayton County Police Department drug investigation.

*Synopsis: This Resolution will allow a 2005 Pontiac Sunfire CP to be sold at auction.*

15. Resolution 2015-127 - A Resolution authorizing Clayton County to enter into a License Agreement with John Samuel Gosart to sponsor and host a 5K run at Clayton County International Park to raise funds for the Armor of God Project.

*Synopsis: This Resolution will allow John Samuel Gosart to sponsor a 5K run on September 19, 2015 from 8:00 am to 12:00 pm to raise money to provide ballistic vests to law enforcement officers whose departments cannot afford to purchase them.*

16. Resolution 2015-128 - A Resolution authorizing Clayton County to enter into an Agreement with the City of Riverdale, Georgia, providing for the terms and conditions under which Clayton County will conduct the City of Riverdale's Elections.

*Synopsis: This Resolution will allow the City of Riverdale to contract with Clayton County to conduct all municipal elections for citizens of the city.*

17. Ordinance 2015-129 - An Ordinance to amend the Clayton County Zoning Ordinance, Specifically Article 1 "Basic Provisions", Section 1.5 "Defined Words" so as to delete the definition for the term "Zoning Administrator" and insert in lieu thereof a new definition; to amend the Clayton County Subdivision Ordinance, Specifically Article 1 "Subdivision Ordinance", Section 1.6 "Defined Words" so as to delete the definition for the term "Zoning Administrator" and insert in lieu thereof a new definition.

*Synopsis: This Resolution will revise Clayton County Zoning Ordinance, Article 1 "Basic Provisions", Section 1.5 "Defined Words" and Clayton County Subdivision Ordinance Article 1 "Subdivision Ordinance", Section 1.6 "Defined Words".*

18. Resolution 2015-130 - A Resolution authorizing Clayton County to enter into a Partnership Agreement with Clayton County Public Schools providing for the terms and conditions under which the Clayton County Library System will administer a summer food program.

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*Synopsis: This Resolution will allow a Partnership Agreement between the Clayton County Library System and Clayton County Public Schools Department of Nutrition Services to provide free lunch to children at the Library Headquarters, Riverdale, and Forest Park locations.*

19. Resolution 2015-131 - A Resolution authorizing Clayton County to accept a donation from the GEO Group, Inc., for the establishment of an annual scholarship fund for community students.

*Synopsis: This Resolution will allow the GEO Group, Inc. to donate \$10,000.00 to Clayton County for the establishment of an annual scholarship fund for local graduating high school seniors.*

20. Resolution 2015-132 - A Resolution authorizing Clayton County Fire and Emergency Services to engage in fundraising efforts and to solicit and accept donations for commemorative bricks in the Multi-purpose Training Facility.

*Synopsis: This Resolution will allow the Clayton County Fire & Emergency Services Department to raise funds to be used for fire training purposes.*

21. Resolution 2015-133 - A Resolution authorizing Clayton County to execute an Engagement Letter with Whaley Hammonds Tomasello P.C. providing for the terms and conditions under which auditing services will be rendered to the County.

*Synopsis: This Resolution will allow Whaley Hammonds Tomasello P.C. to provide professional auditing services related to the procurement of services from vendors in connection with certain County SPLOST funded projects for fiscal years ended December 31, 2009 - December 31, 2014.*

22. Ordinance 2015-134 - An Ordinance to amend the Code of Clayton County, Georgia, as amended, specifically Part II, Appendix A "Zoning", Article 6 "Development Standards", so as to delete Section 6.18 in its entirety and replace with a new Section 6.18 to be entitled "Municipal Solid Waste Landfills, Inert Landfills, Construction and Demolition Landfills, and Solid Waste Collection and Recycling Center Standards (SL)", to include language outlining updated landfill classifications and operation procedures.

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*Synopsis: This Ordinance will amend Part II, Appendix A “Zoning”, Article 6 “Development Standards”, to include language outlining updated landfill classifications and operation procedures.*

23. Ordinance 2015-135 - An Ordinance to amend the Code of Clayton County, Georgia, as amended, specifically Part II, Appendix A “Zoning”, Article 1 “Basic Provisions”, Section 1.5 “Defined Words” so as to delete the definition for the term “Restaurant” and insert in lieu thereof a new definition.

*Synopsis: This Ordinance will allow an Amendment to Part II, Appendix A “Zoning”, Article 1 “Basic Provisions”, Section 1.5 “Defined Words” to delete the definition for the term “Restaurant” for a new definition.*

24. Appointment to the Mental Health, Developmental Disabilities, and Addictive Diseases Community Service Board to fill the unexpired term of Timothy Carter and a new full term (*Resigned*). The term is for three years expiring on June 30, 2018. (Full-Board Appointment)
25. Appointment to the Mental Health, Developmental Disabilities, and Addictive Diseases Community Service Board to fill the expiring term of NaJeebah Butler. The term is for three years expiring on June 30, 2018. (Full-Board Appointment)
26. Appointment to the Library Board to fill the expiring term of Brenda Rayburn. The term is for three years expiring on June 30, 2018. (Full-Board Appointment)
27. Appointment to the Library Board to fill the expiring term of Sherry Hamilton. The term is for three years expiring on June 30, 2018. (Full-Board Appointment)
28. Appointment to the Library Board to fill the expiring term of Arlene Webster. The term is for three years expiring on June 30, 2018. (Full-Board Appointment)
29. ZONING PETITION: **SKYVIEW MEDIA, INC./PUD-15/02-3** (*Tabled - Removed from the April 21st BOC Agenda at the request of the applicant.*)

The Applicant, Skyview Media, Inc. is requesting acceptance of the Conceptual Development Plan, the Detailed Development Plan, and an amendment to the official zoning map from Article 3.5 RS-180 Residential District to Article 7.2 Planned Unit Development for

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the construction of 93 single family lots located in existing residential subdivision, Phase II of the Lakes at Mundy's Mill, located off of Chappell Lane in Jonesboro, GA and otherwise known as parcel number 05-177-177-002. The subject property contains approximately 48 +/- acres of land.

**Commission District # 3 – Commissioner Shana M. Rooks**

**The Zoning Advisory Group Recommended DENIAL**

30. ZONING PETITION: **TE'KESSA ADAMS/CUP-15/03-13**

The Applicant, Te'Kessa Adams, is requesting a conditional use permit (CUP) from Article 7, Sec. 7.2 Planned Unit Development (PUD) to allow for a home based food/baking business. The subject property is located at 11850 Fairway Overlook, Fayetteville, Georgia and otherwise known as parcel number 05-084D-A019. The subject property contains approximately 0.27 +/- acres of land and it is currently zoned Residential (PUD).

**Commissioner District # 3 – Commissioner Shana M. Rooks**

**The Zoning Advisory Group Recommended DENIAL**

**EXECUTIVE SESSION –**

31. Consider any action(s) necessary based on decision(s) made in the Executive Session.

FINANCE SUPPORTING DOCUMENTATION

BEGINS ON NEXT PAGE

**CLAYTON COUNTY  
INTER - OFFICE MEMO**

2-24

**DATE:** November 22, 2013

**TO:** Board of Commissioners

**FROM:** Ramona Thurman, Chief Financial Officer

**SUBJECT:** Request for Budget Amendment - Other General Government

I do hereby request and submit the following budget amendment to be approved for FYE 6-30-14:

**APPROPRIATION FROM FUND BALANCE:**

Appropriation from General Fund Balance	101-6501-7000	\$	107,912
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**INCREASE EXPENSE:**

Autos and Trucks	101-6501-6020-83001	\$	107,912
------------------	---------------------	----	---------

**Reason:** To carryforward encuburances for Police vehicles budgeted in FY 2013 and paid in FY 2014.

**TO:**  
Ramona Thurman, Chief Financial Officer

According to the Statement of Policy, the above listed amendment has been approved.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Shelby Haywood, Clerk of Commission

dj

**CLAYTON COUNTY  
INTER - OFFICE MEMO**

2-25

**DATE:** November 22, 2013

**TO:** Board of Commissioners

**FROM:** Ramona Thurman, Chief Financial Officer

**SUBJECT:** Request for Budget Amendment - Other General Government

I do hereby request and submit the following budget amendment to be approved for FYE 6-30-14:

**INCREASE EXPENSE:**

Autos and Trucks	101-6501-6020-83001	\$	35,000
Autos and Trucks	101-6501-6020-83101		27,000
		\$	<u>62,000</u>

**DECREASE EXPENSE:**

Autos and Trucks	101-6501-6020	\$	62,000
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**Reason:** To amend the budget to replace one undercover vehicle and one Police package vehicle whose repair cost exceeds it value.

**TO:**  
Ramona Thurman, Chief Financial Officer

According to the Statement of Policy, the above listed amendment has been approved.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Shelby Haywood, Clerk of Commission

dj

**CLAYTON COUNTY  
INTER - OFFICE MEMO**

**DATE:** November 22, 2013  
**TO:** Board of Commissioners  
**FROM:** Ramona Thurman, Chief Financial Officer  
**SUBJECT:** Request for Budget Amendment - Fund 307-SPLOST Reimposition

I do hereby request and submit the following budget amendment to be approved for FYE 6-30-14:

**INCREASE REVENUE:**

Appropriations from SPLOST Fund Balance	307-6501-7000	\$	98,000
---	---------------	----	--------

**INCREASE EXPENSES:**

Other Contract Service Fees	307-5001-8C015-4140-7Y140	\$	12,934
Computer Supplies	307-5001-8C015-4310-7Y140	\$	6,652
Office Equipment/Computers/Furnishings	307-5001-8C015-6030-7Y140		78,414
		\$	98,000

**Reason:** To amend the budget for funds to purchase and install a video surveillance system in each library branch.

The above mentioned item was **APPROVED/ DISAPPROVED** by the Board of Commissioners during their meeting held \_\_\_\_\_.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Shelby D. Haywood, Clerk of Commissioners

Library Security Improvements

Jason Brookins

to:

Sharon Stone

11/21/2013 08:30 AM

Cc:

Rosalind Lett, Brett Lavender

Show Details

History: This message has been replied to.  
Good Morning Sharon,

We will be doing a project with the library using their 2009 Library Improvement SPLOST project funds. It will be for video surveillance in each branch. The total amount that will be necessary will be \$98,000 (total project cost \$89,395 + 10% contingency). Can you please move the funding into a 4140-type account and send me the account number so I can process the purchase orders please? The vendor will be Summit Systems, whom the county has an annual contract with. If you have any questions, please let me know.

Thanks,

Jason

-----  
Jason Brookins

Department of Information Technology

Assistant Director

Clayton County Board of Commissioners

1383 Government Circle, Jonesboro, GA 30236

770.477.3727 Office

404.391.0846 Cell

770.477.3507 Fax



E-mail: [jason.brookins@claytoncountyga.gov](mailto:jason.brookins@claytoncountyga.gov)

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Library SPLOST Costs

Jason Brookins

to:

Sharon Stone

11/22/2013 09:54 AM

Cc:

Dennis Johnson

Show Details

Good Morning Sharon,

Sorry I didn't get this to you last night.

Equipment (6030) - \$76,461

78,414

Per Jason total project is 98,000 - put remaining amount in 6030

Contract Services (4140) - \$12,934

Computer Supplies (4310) - \$6,652 (this is a 30-pk with a unit cost of \$221.76)

-----  
Jason Brookins

Department of Information Technology

Assistant Director

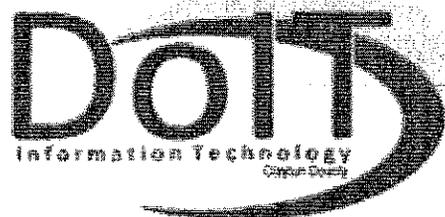
Clayton County Board of Commissioners

1383 Government Circle, Jonesboro, GA 30236

770.477.3727 Office

404.391.0846 Cell

770.477.3507 Fax



E-mail: [jason.brookins@claytoncountyga.gov](mailto:jason.brookins@claytoncountyga.gov)

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# Clayton County Board of Commissioners

## Legislative Request Form

RECEIVED  
NOV 11 2013

CLAYTON CO. COO

Agenda Meeting Date: 11/13/2013

### Purpose

To request Board approval to write off receivables amounting to \$102,549.69 from the Clayton County Board of Education that are deemed uncollectable resulting from the County providing School Resource Officers. The invoices date back to June of 2005 and June of 2007.

### Rationale

These items related to invoices dated as follows:  
 June 2005 High School Invoice # 57930 \$31,243.72  
 June 2005 High School Invoice #57931 \$18,955.74  
 June 2007 High School Invoice #27932 \$33,391.37  
 June 2007 Alternative School Invoice #57933 \$4,604.96  
 June 2007 Middle School Invoice #57934 \$14,346.90

### Facts

Collection efforts have included numerous billing attempts on or about the dates the services were provided. Additionally, the matter was referred to the Clayton County Attorney on two occasions. On August 29, 2013 the County Attorney reported that it was doubtful the item could be collected due to the age of the debt. Also the statute of limitations for collecting the debt through litigation had expired.

### Impact

The write off will result in the reduction of revenue in the Grant Fund.

### Supporting Documentation

See attached.

Dept. Head	COO	Finance	Chm. of the Brd.	Legal
Dg for Rt		Dg for Rt		
Date: 11/8/13	Date: 11/22/13	Date: 11/8/13	Date: 11/11/13	Date:



# Clayton County Board of Commissioners

FINANCE DEPARTMENT  
112 SMITH STREET  
JONESBORO, GEORGIA 30236  
PHONE: 770-477-3222  
FAX: 770-477-3235

Ramona Thurman, Chief Financial Officer

Joinette Smith, Assistant Director

TO: Ramona Thurman, Chief Financial Officer

FROM: Mike Chancey, Accounts Receivable Manager

DATE: September 13, 2013

SUBJECT: Request to write off bad debt from Clayton County Board of Education

Dear Ms. Thurman,

Uncollected items are those accounts where no payment or attempts to collect payments have occurred within a reasonable period (6 months, 180 days).

Currently Accounts Receivable is carrying the following aged and overdue receivable:

**Clayton County Board of Education:**

School Resource Officer June 2005 High School	Inv. No. 57930	\$31,243.72
School Resource Officer July 2005 High School	Inv. No. 57931	\$18,955.74
School Resource Officer June 2007 High School	Inv. No. 57932	\$33,391.37
School Resource Officer June 2007 Alternative School	Inv. No. 57933	\$4,604.96
School Resource Officer June 2007 Middle School	Inv. No. 57934	\$14,346.90

**Total \$102,542.69**

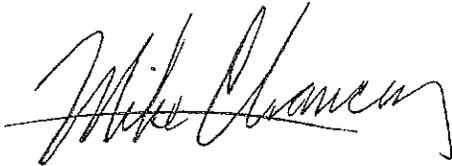
The collection efforts thus far have included numerous billing attempts on or about the dates the School Resource Officers services were provided to the Clayton County Board of Education.

Additionally, the matter has been referred to the County Attorney on at least two occasions subsequent to annual fiscal year end uncollected items reporting from Accounts Receivable. The last referral of this matter to the County Attorney occurred on June 17, 2013, at your request.

On August 29, 2013, the County Attorney informed Accounts Receivable that it is doubtful the County will be able to collect this outstanding receivable due to the age of the debt. The County Attorney stated that he has contacted the Clayton County Board of Education and that they were looking into the matter, but doubts they will pay the aged invoices. He also stated that the statute of limitations for filing a collections lawsuit has expired, and he believed that the Board of Commissioners would not be inclined to pursue a lawsuit against the Board of Education.

This aged and overdue receivable is considered uncollectible and Accounts Receivable requests permission to write the amount off as a bad debt expense.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Chancey". The signature is written in a cursive style with a long, sweeping underline.

Mike Chancey

Accounts Receivable Manager  
Clayton County Board of Commissioners  
Finance Department  
112 Smith Street  
Jonesboro, GA 30236

FINPC24A	INVOICE ENTRY	DATE: 09/13/13 10:49:33
AG 01 FUND 289	ACCT PRD 11/04	REQN NO
INVOICE: No. 57930	Date 10/19/10	Terms 001 DUE ON RECEIPT
Type I2	SubType 4	DUE FROM C.C. AUTHORITIES
CUST: No. CLA12A	Grp.	Create Dt 10/19/10
CLAYTON CO. BOARD OF EDUCATION	Hosp Acct No	Last Chng 10/19/10
1058 FIFTH AVENUE		Reference AYEAST
		INVOICE AMT 31243.72
		ACTUAL AMT 31243.72
		DIFFERENCE
JONESBORO GA 30236		EM: Wrk Rel Auto Acc
TRIP: Date No.	PICKUP:	Insurance Printed? N
PATIENT: No. Name		
-----05-07-----		
REINVOICED FROM 10/18/10	PURGE PREVIOUS INVOICE 62337	
HIGH SCHOOL SRO BILLING 6/2005	FOR MAY SERVICES	31243.72

ROLL	08 MED SCRIN	09 PAGE FWD	10 PAGE BWD	24 MENU
	03 ADD	06 INV DIST	11 SEARCH	12 CANCEL

High School  
INVOICE 62337

\$31,243.72

Regular School Year :  
payroll date 6/8//05

Salaries	\$13,701.38
Overtime	\$885.37
Pension	\$1,878.93
FICA	\$1,065.94
Health Insurance	\$2,530.24
Workers Compensation	\$392.39
Nextel Phone	\$617.27

TOTAL: \$21,071.52

Summer School:  
payroll date 6/22/05

Salaries	\$7,400.27
Pension	\$954.64
FICA	\$546.42
Health Insurance	\$1,071.80
Workers Compensation	\$199.07

TOTAL: \$10,172.20

FINPC24A

INVOICE ENTRY

DATE: 09/13/13 10:49:52

AG 01 FUND 289

ACCT PRD 11/04

REQN NO

INVOICE: No. 57931 Date 10/19/10 Terms 001 DUE ON RECEIPT Status PROCESSED

Type I2 SubType 4 DUE FROM C.C. AUTHORITIES

Create Dt 10/19/10

CUST: No. CLA12A Grp.

Last Chng 10/19/10

CLAYTON CO. BOARD OF EDUCATION Hosp Acct No

Reference AYEAST

1058 FIFTH AVENUE

INVOICE AMT 18955.74

ACTUAL AMT 18955.74

DIFFERENCE

JONESBORO GA 30236

TRIP: Date No.

PICKUP:

EM: Wrk Rel Auto Acc

PATIENT: No. Name

Insurance Printed? N

-----05-07-----

REINVOICED FROM 10/18/10 PURGE PREVIOUS INVOICE 62338

18955.74

HIGH SCHOOL SRO JULY 2005

ROLL 08 MED SCRNM

03 ADD

09 PAGE FWD 10 PAGE BWD 24 MENU  
06 INV DIST 11 SEARCH 12 CANCEL

High School  
INVOICE 62338

\$18,955.74

Summer School:

payroll dates 7/6/05,7/20/05

Salaries	\$13,561.10
Overtime	\$77.39
Pension	\$1,759.37
FICA	\$1,012.19
Health Insurance	\$1,565.76
Workers Compensation	\$366.87
Nextel Phone	\$613.06

TOTAL: \$18,955.74

FINPC24A

INVOICE ENTRY

DATE: 09/13/13 10:49:56

AG 01 FUND 289

ACCT PRD 11/04

REQN NO

INVOICE: No. 57932 Date 10/19/10 Terms 001 DUE ON RECEIPT Status PROCESSED

Type I2 SubType 4 DUE FROM C.C. AUTHORITIES Create Dt 10/19/10

CUST: No. CLA12A Grp. Last Chng 10/19/10

CLAYTON CO. BOARD OF EDUCATION Hosp Acct No Reference AYEAST

1058 FIFTH AVENUE

INVOICE AMT 33391.37

ACTUAL AMT 33391.37

DIFFERENCE

JONESBORO GA 30236

TRIP: Date No.

PICKUP:

EM: Wrk Rel Auto Acc

PATIENT: No. Name

Insurance Printed? N

-----05-07-----

REINVOICED FROM 10/18/10 PURGE PREVIOUS INVOICE 97566

HIGH SCHOOL SRO BILLED JUNE 2007

33391.37

ROLL 08 MED SCRIN

03 ADD

09 PAGE FWD

10 PAGE BWD

24 MENU

06 INV DIST

11 SEARCH

12 CANCEL

High School  
INVOICE 97566 \$33,391.37

Regular School Year :

payroll date 6/6/07

Salaries	\$13,769.32
Overtime	\$158.34
Pension	\$1,796.67
FICA	\$997.67
Health Insurance	\$3,139.96
Workers Compensation	\$374.65
Nextel Phone	\$747.23
<b>TOTAL:</b>	<b>\$20,983.84</b>

Summer School:

payroll date 6/20/2007

Salaries	\$7,851.96
Overtime	\$293.46
Pension	\$1,050.75
FICA	\$585.49
Health Insurance	\$1,775.21
Workers Compensation	\$219.11
Nextel Phone	\$631.55
<b>TOTAL:</b>	<b>\$12,407.53</b>

FINPC24A INVOICE ENTRY DATE: 09/13/13 10:50:03  
 AG 01 FUND 289 ACCT PRD 11/04 REQN NO  
 INVOICE: No. 57933 Date 10/19/10 Terms 001 DUE ON RECEIPT Status PROCESSED  
 Type I2 SubType 4 DUE FROM C.C. AUTHORITIES Create Dt 10/19/10  
 CUST: No. CLA12A Grp. Last Chng 10/19/10  
 CLAYTON CO. BOARD OF EDUCATION Hosp Acct No Reference AYEAST  
 1058 FIFTH AVENUE INVOICE AMT 4604.96  
 ACTUAL AMT 4604.96  
 DIFFERENCE  
 JONESBORO GA 30236  
 TRIP: Date No. PICKUP: EM: Wrk Rel Auto Acc  
 PATIENT: No. Name Insurance Printed? N

-----05-07-----  
 REINVOICED FROM 10/18/10 PURGE PREVIOUS INVOICE 97567 4604.96  
 ALTERNATIVE SCHOOL SRO BILLED JUNE 2007

ROLL 08 MED SCRIN 09 PAGE FWD 10 PAGE BWD 24 MENU  
 03 ADD 06 INV DIST 11 SEARCH 12 CANCEL

Alternative School  
INVOICE 97567

\$4,604.96

Regular School Year :  
payroll date 6/6/07

Salaries	\$2,803.34
Pension	\$361.64
FICA	\$202.85
Health Insurance	\$511.57
Workers Compensation	\$75.40
Nextel Phone	\$650.16

TOTAL: \$4,604.96

FINPC24A INVOICE ENTRY DATE: 09/13/13 10:50:09  
AG 01 FUND 289 ACCT PRD 11/04 REQ NO  
INVOICE: No. 57934 Date 10/19/10 Terms 001 DUE ON RECEIPT Status PROCESSED  
Type I2 SubType 4 DUE FROM C.C. AUTHORITIES Create Dt 10/19/10  
CUST: No. CLA12A Grp. Last Chng 10/19/10  
CLAYTON CO. BOARD OF EDUCATION Hosp Acct No Reference AYEAST  
1058 FIFTH AVENUE INVOICE AMT 14346.90  
ACTUAL AMT 14346.90  
DIFFERENCE

JONESEBORO GA 30236  
TRIP: Date No. PICKUP: EM: Wrk Rel Auto Acc  
PATIENT: No. Name Insurance Printed? N  
-----05-07-----

REINVOICED FROM 10/18/10 PURGE PREVIOUS INVOICE 97568  
MIDDLE SCHOOL SRO BILLED JUNE 2007 14346.90

ROLL 08 MED SCRIN 09 PAGE FWD 10 PAGE BWD 24 MENU  
03 ADD 06 INV DIST 11 SEARCH 12 CANCEL

Middle School  
INVOICE 97568

\$14,346.90

Regular School Year :  
payroll date 6/6/07

Salaries	\$9,063.21
Pension	\$38.23
FICA	\$1,174.09
Health Insurance	\$642.80
Workers Compensation	\$2,454.40
Nextel Phone	\$974.17

TOTAL: \$14,346.90

From: Ramona Thurman <[ramona.thurman@claytoncountyga.gov](mailto:ramona.thurman@claytoncountyga.gov)>  
To: Mike Chancey <[Mike.Chancey@co.clayton.ga.us](mailto:Mike.Chancey@co.clayton.ga.us)>  
Date: 06/12/2013 09:15 PM  
Subject: RE: Monthly A/R Manager's Report

---

Mike,

Thank you for this update. The revised outstanding employee dunning

Please do the following:

1. Have the Attorney draft a letter to send to the school district, along with a copy of the invoices, requesting payment be made to clear up this account.
2. Follow up with Legal to see what they've heard. Johnette and I discussed last week and feel that his estate may possibly request the cash in lieu of the fuel.
3. On the last two items, please finalize the procedures and let 's get this taken of.

Let me know if further actions on my part are needed or required.

Thank you,

**From:** Mike Chancey [<mailto:Mike.Chancey@co.clayton.ga.us>]  
**Sent:** Wednesday, June 12, 2013 4:31 PM  
**To:** [Ramona.Thurman@claytoncountyga.gov](mailto:Ramona.Thurman@claytoncountyga.gov)  
**Subject:** Monthly A/R Manager's Report

Ms. Thurman:

Please find attached the monthly A/R Manager's report.

If you need additional information please let me know.

Thanks,

Mike

Mike Chancey  
CCBOC  
Finance Department  
A/R Manager  
770-472-8149 [attachment "Employee\_Expense\_Letter\_DRAFT 061113.doc" deleted by Mike  
Chancey/Finance/Clayton]

**Jack Hancock**

---

**From:** Mike Chancey <Mike.Chancey@co.clayton.ga.us>  
**Sent:** Friday, June 28, 2013 10:21 AM  
**To:** Jack Hancock  
**Subject:** Outstanding Account Receivable Items - School Resource Officer Expenses and Hal White Sr. Fuel Credit

Good Morning Mr. Hancock,

Could you please let me know the status of the following outstanding Accounts Receivable?

**Clayton County Board of Education:**

School Resource Officer June 2005 High School	Inv. No. 57930 \$31,243.72
School Resource Officer July 2005 High School	Inv. No. 57931 \$18,955.74
School Resource Officer June 2007 High School	Inv. No. 57932 \$33,391.37
School Resource Officer June 2007 Alternative School	Inv. No. 57933 \$4,604.96
School Resource Officer June 2007 Middle School	Inv. No. 57934 \$14,346.90

**Total \$102,542.69**

**Hal White**

Fuel Credit \$60,609.38

The fuel credit relates to when the county purchased property and instead of paying the full amount for the property the county gave the seller a fuel credit. Mr. White has never used the fuel credit. The credit has been on our books since March 2003

**Total \$60,609.38**

Thanks,

Mike

Mike Chancey  
CCBOC  
Finance Department  
A/R Manager  
770-472-8149

RE: Monthly A/R Manager's Report

Ramona Thurman

to:

Mike Chancey

06/12/2013 09:15 PM

Show Details

History: This message has been replied to.

Mike,

Thank you for this update. The revised outstanding employee dunning

Please do the following:

*Christa Barnes  
06/17/13*

- 1. Have the Attorney draft a letter to send to the school district, along with a copy of the invoices, requesting payment be made to clear up this account.
- 2. Follow up with Legal to see what they've heard. Johnette and I discussed last week and feel that his estate may possibly request the cash in lieu of the fuel.
- 3. On the last two items, please finalize the procedures and let 's get this taken of.

Let me know if further actions on my part are needed or required.

Thank you,

**From:** Mike Chancey [mailto:[Mike.Chancey@co.clayton.ga.us](mailto:Mike.Chancey@co.clayton.ga.us)]

**Sent:** Wednesday, June 12, 2013 4:31 PM

**To:** [Ramona.Thurman@claytoncountyga.gov](mailto:Ramona.Thurman@claytoncountyga.gov)

**Subject:** Monthly A/R Manager's Report

Ms. Thurman:

Please find attached the monthly A/R Manager's report.

If you need additional information please let me know.

Thanks,

Mike

Mike Chancey

CCBOC

Finance Department

A/R Manager

770-472-8149

HUMAN RESOURCES SUPPORTING DOCUMENTATION

BEGINS ON NEXT PAGE



# Clayton County Board of Commissioners Legislative Request Form

**RECEIVED**

NOV 20 2013

**Agenda Meeting Date: 11/22/2013**

**CLAYTON CO. COO**

## Purpose

Recommendation of a "Comprehensive Voluntary Benefits" package for employees that will include the currently plans for Long Term Disability, Group Basic and Voluntary Life, and Vision along with additional plans for Short Term Disability, additional Group Voluntary Life, a Critical Illness policy and a Flexible Spending Account.

## Rationale

An employee committee was formed to meet with our Voluntary Benefits Broker to receive education on voluntary benefits and to determine what types of benefits were important and desired by the employees. During the second meeting the Broker presented to the committee the responses to the proposals received for the desired benefits. This was done without the employees knowing the names of the companies, so individuals would not be swayed by the company name. The committee recommends retaining certain benefits with existing companies, dropping certain plans, and adding new plans and types of coverage. The plans that will no longer be offered through the County can be converted to direct pay plans and employees can retain these if they chose to do so.

## Facts

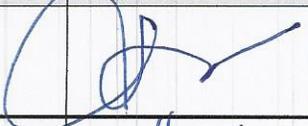
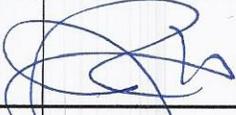
By offering a Comprehensive Voluntary Benefits Plan along with Comprehensive Medical and Dental plans, the County is more likely to attract and retain long term and knowledgeable employees.

## Impact

These benefits are voluntary plans and will not be an impact on the budget with the exception of basic life which the County pays the majority of the premium. The Flexible Spending Account is also a voluntary benefit; however, there is an administrative fee of \$3.45 per participating employee per month that the County would be responsible for; however, this will be offset by the savings the County will realize in FICA taxes (7.65%) since this will be a pre-tax benefit and the County will not have to pay this tax on the amount contributed to the account. This FSA would be set up as part of the Self-funded Medical Account. The Hartford will provide EAP services at no charge since the County will have multiple plan offerings through them. This will save the County approximately \$44,000 annually.

## Supporting Documentation

See attached documentation.

Dept. Head	COO	Finance	Chm. of the Brd.	Legal
Renec Bright		DTJ/RT		
Date: 11/20/13	Date: 11/22/13	Date: 11/22/13	Date: 11/22/13	Date: 11/24/13

Current Plan Offering	Provided Thru	Proposed Plan Offering	Provided Thru
25,000 Basic Life (employee) 50,000 Basic Life (Director/Elected official)majority County Paid; Employee paid Supplemental Life (matched Basic coverage; Dependent Life (3,000, 5,000, 6,000 or 11,000)	The Hartford	Basic Life - 25,000 employee) 50,000 Director/Elected Official (Partial paid or completely paid by County) The total premiums are \$11.15 for employee coverage ( County currently pays \$8.50) \$22.30 for Director/Elected Official coverage (County currently pays \$17.00) <i>(Will include EAP Services for no additional cost with multiple plan offerings)</i>	The Hartford
Group Voluntary Long Term Disability (current Coverage 40%,50% or 60% of salary up to \$5,000 per month maximum) employee paid	The Hartford	Voluntary (Supplemental ) Life – 5X’s Salary up to \$500,000, \$250,000 Guaranteed Issue; Spouse Life Insurance – up to \$250,000, Guaranteed Issue \$50,000; Child Life – up to \$20,000, Guaranteed issue \$20,000 Group Voluntary Long Term Disability – 60% of salary up to \$5,000 per month, employee paid	The Hartford
Legal Assistance Coverage	Legal Shield	Group Voluntary Short Term Disability; 40%, 50% or 60% of salary up to \$ 1,385 per week maximum with a 30 day waiting period Group Voluntary Permanent Life – Term life policy that expires on 100 <sup>th</sup> birthday – age rated	Allstate
Cancer, Life, Accident, Short Term Disability, Hospital Indemnity (Individual Plans)	AFLAC	Employee Committee voted to discontinue offering and payroll deducting coverage	
Cancer, Life, Accident, Short Term Disability, Hospital Indemnity (Individual Plans)	Colonial	Employee Committee voted to discontinue offering and payroll deducting coverage	
		Group Voluntary Critical Illness Policy – Cancer, Stroke, Heart Attack (includes End Stage Renal Disease, Coronary Artery Bypass, Coma, Major Organ Failure, Permanent paralysis). Coverage available for employee, spouse and dependent children	ING
		Flexible Spending Account (FSA) Medical Reimbursement and Dependent Care Account – employees can elect to participate and allotted amounts deducted pre-tax and will have the ability to spend the allotted amount pre-tax for medical out of pocket expenses (copayments, deductibles, coinsurance, etc.) up to \$2,500 per plan year and/or dependent care reimbursement up to \$5,000 per plan year. County will benefit by having FICA and Social Security tax savings. County will be responsible for paying monthly administrative fees.	Medcom

# **Summary of Request for Proposals- Employee Benefits-Short and Long Term Disability, Board paid Basic Life and Employee Paid Voluntary Term Life, Permanent Life, Critical Illness, EAP and Flexible Spending Account**

## **Introduction**

The Purpose of this report is to summarize the results of the Clayton County Board of Commissioners' RFP process conducted by Alexander & Company to select an insurance carrier for our employee paid disability plans, voluntary term life, permanent life, critical illness and board paid basic life plan. A committee was formed with representatives from various County Departments. The committee met with representatives from Alexander & Company on August 22, 2013 to discuss voluntary benefits and options they would like the County to offer. The committee and Alexander & Company met again on October 16, 2013 to discuss the available options received from the market bid and choose plan designs best suited for Clayton County BOC employees.

Currently, the County offers a Group Voluntary Long Term Disability Plan, County contributed Group Basic Life and Group Voluntary Life through The Hartford. There are also several individual voluntary plans (cancer policy, accident policy and hospital indemnity policy) that are being payroll deducted.

## **RFP Process**

On August 30, 2013, the RFP was made available to 63 Insurance carriers. There were 21 of these carriers that responded by the deadline of Monday, September 16, 2013. Many of these carriers submitted proposals on multiple lines of coverage. One carrier declined to participate and the remaining carriers failed to respond.

The RFP documents and initial proposal evaluation were handled by Alexander & Company, an independent benefits consulting firm that is the County's Broker for voluntary benefits. Finalists were then presented to the committee representatives on October 16<sup>th</sup> for decision. The proposals were submitted to the Evaluation Committee without the company names being present. Each company was identified as a college football team and the team key was provided at the end of the day, identifying each company's proposal. The committee rated each proposal by the benefits offered, the rates of each benefit and need for the benefit.

The evaluation committee was formed of fifteen employees from the Police Department, Fire Department, Transportation & Development, Superior Court Administration, Clerk of Superior Court, Information Technology, District Attorney's Office, Tax Commissioners Office, Buildings & Maintenance, Parks & Recreation, and Sheriff's Office.

The initial screening evaluation was based on written proposals provided by insurance companies – most of which agreed to match the provisions and terms discussed by the committee. The plan design changes requested (Long Term Disability, Board Paid Life, Voluntary Term Life, and Permanent Life) and addition of a few newly selected benefits (Short Term Disability, Critical Illness w/Cancer, and FSA) options which will enhance current offerings.

## **Presentation Evaluation**

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According to the terms of the RFP, Alexander & Company was tasked to perform the initial evaluation of the proposals that were discussed by the Evaluation Committee at the initial meeting on August 22, 2013. This was presented to the Evaluation Committee in a spreadsheet format based on those details including requested plan designs, enhanced plan benefits, pricing and customer service. The proposals that were presented to the Evaluation Committee chosen were based on past/current experience as well as competitive pricing and ability to offer new plan design.

## **Recommendation**

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Based on the screening evaluation of Alexander & Company, the financial analysis, and the presentations to the Evaluation Committee, the Committee's unanimous recommendation is that The Hartford retains the contract to insure the Long Term Disability, Board Paid Life and Supplemental Life as well as award them the contract for the Short Term Disability for the 2014 Plan Year. The Hartford's outstanding customer service was also taken into account.

### **Plan Designs are as follows:**

<b>Short Term Disability Plan Details</b>		<b>Short Term Disability Pricing</b>	
<b>Elimination Period</b>	30 Days	40%/50%/60% per \$10 of weekly benefit	
<b>Coverage Options (Employee's Choice)</b>	40%, 50%, or 60% of salary up to \$1,500/week	<b>Ages &lt;25</b>	\$0.435/\$0.435/\$0.444
<b>Pre-Existing Condition Limitation</b>	3, 3, 12 (No Prudent Person)	<b>Ages 25-29</b>	\$0.39/\$0.39/\$0.40
<b>Definition of Disability</b>	Unable to perform one or more duties of own occupation and 20% loss of Earnings	<b>Ages 30-34</b>	\$0.455/\$0.455/\$0.466
<b>Coverage</b>	24 Hour	<b>Ages 35-39</b>	\$0.365/\$0.365/\$0.374
<b>Benefit Duration</b>	9 Weeks	<b>Ages 40-44</b>	\$0.295/\$0.295/\$0.303
<b>Open Enrollment</b>	Initial Open Enrollment	<b>Ages 45-49</b>	\$0.317/\$0.317/\$0.325
<b>Maternity Provision</b>	6 weeks (natural/C-section)	<b>Ages 50-54</b>	\$0.38/\$0.38/\$0.390
<b>Additional Features</b>	Vocational Rehab	<b>Ages 55-59</b>	\$0.45/\$0.45/\$0.463
<b>Sick Leave Integration</b>	Offsets with Sick Leave	<b>Ages 60-64</b>	\$0.52/\$0.52/\$0.53
<b>Rate Guarantee</b>	3 Years	<b>Ages 65+</b>	\$0.57/\$0.57/\$0.58

Long Term Disability Plan Details		Long Term Disability Pricing	
Elimination Period	90 Days	60% per \$100 of covered benefit	
Coverage Options (Employee's Choice)	60% of salary up to \$6,000/month	Ages <25	\$0.086
Pre-Existing Condition Limitation	3, 3, 12 (No Prudent Person)	Ages 25-29	\$0.086
Sick Leave Integration	Offsets with Sick Leave	Ages 30-34	\$0.162
Rate Guarantee	3 Years	Ages 35-39	\$0.276
		Ages 40-44	\$0.437
		Ages 45-49	\$0.630
		Ages 50-54	\$0.830
		Ages 55-59	\$1.04
		Ages 60-64	\$1.12
		Ages 65+	\$1.42

Board Paid Basic Life Plan Details		Basic Life Pricing	
Class 1	\$50,000	<b>Rates per \$1,000</b>  <b>Life: \$0.416</b> <b>AD&amp;D: \$0.030</b> <b>Total: \$0.446</b> <b>(Current Rates)</b>	
Class 2	\$25,000		
Class 3	\$25,000		
Class 4	\$18,750		
Class 5	\$12,500		
Class 6	\$7,500		
Class 7	\$50,000		
Class 8	\$25,000		
Class 9	\$12,500		

<b>Voluntary Term Life Plan Details</b>		<b>Voluntary Term Life Pricing</b>	
<b>Employee Maximum</b>	\$500,000	Employee and Spouse Rates per \$1,000	
<b>Employee Guarantee Issue Amount</b>	\$200,000	<b>Ages &lt;20</b>	\$0.085
<b>Limitations</b>	5x Salary	<b>Ages 20-25</b>	\$0.078
<b>Spouse Maximum</b>	\$250,000	<b>Ages 25-29</b>	\$0.085
<b>Spouse Guarantee Issue Amount</b>	\$50,000	<b>Age 30-34</b>	\$0.125
<b>Limitation</b>	100% of Employee Amount	<b>Ages 35-39</b>	\$0.19
<b>Child Maximum</b>	\$20,000	<b>Ages 40-44</b>	\$0.31
<b>Child Guarantee Issue Amount</b>	\$20,000	<b>Ages 45-49</b>	\$0.53
<b>Age Reduction Schedule</b>	Age 65 to 65%	<b>Ages 50-54</b>	\$0.86
	Age 70 to 50%	<b>Ages 55-59</b>	\$1.115
<b>Annual Guaranteed Increase</b>	One Increment	<b>Ages 60-64</b>	\$1.81
<b>Waiver of Premium</b>	Included	<b>Ages 65-69</b>	\$3.15
<b>Portability</b>	Included	<b>Ages 70-74</b>	\$5.41
<b>Accelerated Death Benefit</b>	80% of Benefit	<b>Ages 75+</b>	\$5.41
<b>Rate Guarantee</b>	3 Years	<b>AD&amp;D</b>	\$0.03

### **Recommendation**

Based on the screening evaluation of Alexander & Company, the financial analysis, and the presentations to the Evaluation Committee, the Committee's unanimous recommendation is reward Allstate the Permanent Life contract for the 2014 Plan Year.

<b>Permanent Life Plan Details</b>	
<b>Plan Name</b>	Guaranteed Term to age 100
<b>Employee GI Amount</b>	\$18/Week up to \$150k
<b>Spouse MI Amount</b>	\$7/Week up to \$100k
<b>Child(ren) MI Amount</b>	\$3/Week
<b>Portability</b>	Yes
<b>Accelerated Death Benefit</b>	75% /12 months; \$100k Max

## Recommendation

Based on the screening evaluation of Alexander & Company, the financial analysis, and the presentations to the Evaluation Committee, the Committee's unanimous recommendation is reward ING the Critical Illness w/Cancer contract for the 2014 Plan Year.

<b>Critical Illness with Cancer Plan Details</b>		<b>CI w/ Cancer Pricing</b>		
<b>Plan Name</b>	<b>Compass Critical Illness/Cancer</b>	<b>Employee and Spouse Rates per \$1,000</b>		
<b>Employee GI Amount</b>	\$5,000-\$20,000		<b>Non-Tobacco</b>	<b>Tobacco</b>
<b>Spouse GI Amount</b>	\$5,000-\$10,000	<b>Ages &gt;20</b>	\$0.73	\$1.26
<b>Child(ren) GI Amount</b>	\$1,000, \$2,000, \$5,000 or \$10,000	<b>Ages 20-24</b>	\$0.73	\$1.26
<b>Pay Out Method</b>	Lump Sum Payment	<b>Age 25-29</b>	\$0.80	\$1.41
<b>Covered Illnesses</b>		<b>Ages 30-34</b>	\$0.96	\$1.75
<b>Heart Attack</b>	100% of Benefit	<b>Ages 35-39</b>	\$1.33	\$2.46
<b>Stroke</b>	100% of Benefit	<b>Ages 40-44</b>	\$1.98	\$3.75
<b>End-Stage Renal Failure</b>	100% of Benefit	<b>Ages 45-49</b>	\$2.93	\$5.63
<b>Major Organ Transplant</b>	100% of Benefit (upon diagnosis)	<b>Ages 50-54</b>	\$4.19	\$8.13
<b>Permanent Paralysis</b>	100% of Benefit	<b>Ages 55-59</b>	\$5.42	\$10.56
<b>Coma</b>	100% of Benefit	<b>Ages 60-64</b>	\$7.20	\$14.07
<b>Coronary Artery Bypass</b>	25% of Benefit	<b>Ages 65-69</b>	\$8.55	\$16.41
<b>Invasive Cancer</b>	100% of Benefit	<b>Ages 70+</b>	\$14.16	\$27.35
<b>Carcinoma in Situ</b>	25% of Benefit			
<b>Other</b>				
<b>Wellness Benefit</b>	\$50/year/covered person			
<b>Pre-Existing Condition</b>	None			
<b>Recurrent Benefit</b>	Additional 100% benefit if occurrences are separated by 6 months (excludes cancer)			
<b>Second Occurrence Benefit</b>	Additional 100% per occurrence if separated by 6 months (excludes cancer)			

## **Recommendation**

---

Our recommendation for the new FSA administrator is Medcom based on their competitive monthly fee of \$3.45 per participant and superior customer service promised. Services provided will include a new plan document, debit cards, and allowing for a more seamless monthly claim and billing reconciliation. Pricing comes with a 2 year rate guarantee.

## **Recommendation**

---

After a lengthy discussion regarding current individual policies (AFLAC, Colonial and LegalShield) the Evaluation Committee's unanimous recommendation is to offer Group Voluntary Benefits and not continue to offer individual policies and to stop the payroll deductions of the individual benefits. Since these are Individual Benefits, the employees currently enrolled can continue the benefits and pay the company directly.



# Clayton County Board of Commissioners Legislative Request Form

**RECEIVED**

NOV 13 2013

CLAYTON CO. COO

Agenda Meeting Date: 11-22-13

## Purpose

Request to reclassify three positions in the Police Department:

1. Reclassify Special Agent-in-Charge (grade 31 org #3101) to Police Major (grade 31 org#3101).
2. Reclassify Assistant Special Agent –in-Charge (grade 28 org #3101) to Police Captain (grade 28 org #3101).
3. Reclassify Special Agent in Charge/PD (grade 28 org #3001) to Police Captain (grade 28 org #3001).

## Rationale

This request for reclassification of the three positions will standardize management titles throughout the department.

## Facts

- Reclassify Special Agent-in-Charge (grade 31 org #3101) to Police Major (grade 31 org#3101).
- Reclassify Assistant Special Agent –in-Charge (grade 28 org #3101) to Police Captain (grade 28 org #3101).
- Reclassify Special Agent in Charge/PD (grade 28 org #3001) to Police Captain (grade 28 org #3001).

## Impact

There will be no budgetary impact.

## Supporting Documentation

Dept. Head	COO	Finance	Chm. of the Brd.	Legal
 Chief Greg Porter				
Date: <u>11/13/13</u>	Date: <u>11/22/13</u>	Date: <u>11/22/13</u>	Date: <u>11/22/13</u>	Date: <u>11/22/13</u>



**RECEIVED**  
**NOV 21 2013**

## Clayton County Board of Commissioners Legislative Request Form

**CLAYTON CO. COO**

**Agenda Meeting Date: November 22, 2013**

### Purpose

The purpose is to create (2) Full-Time Unclassified positions, (2) Temporary part-time afterschool program aides, (4) Temporary Part-time tutors, and (1) Licensed Counselor for a grant funded Afterschool Program and Behavior Management Counseling at Kinship. Funding sources are HUD, Promoting Safe and Stable Families and Atlanta Regional Commission.

- Kinship Care Leader **grade 12-1, base salary-\$25,102.00 with fringe- \$36,596.00**
- Kinship Care Leader Afterschool **grade 12-1, base salary-\$25,102.00 with fringe- \$36,596.00**
- (2) Part-Time Temporary Afterschool Program Aides at \$9.00 hr
- (4) Part-Time Temporary Tutors at \$15.00 hr
- (1) Kinship Care Professional Counselor (Licensed Professional Counselor) at \$54.00 hr

### Rationale

Kinship has been funded by HUD and PSSF to provide Afterschool, programs for youth in grades K-5<sup>th</sup> grade and tutoring for all grades. PSSF funds were also received to provide Behavior Management Counseling services; to be administered in conjunction with Summer Camp. All grant requirements must be met.

### Facts

After school activities will provide working caregivers a safe place for children to stay, while working. The program will provide homework assistance, tutoring, recreational and life enrichment activities in a structured daily program. Individual tutoring helps youth who are struggling academically improve and excel. Weekly Behavior Management Counseling will help curve negative behaviors and allow youth and teens to find positive ways to express their feelings wants and needs.

### Impact

Kinship received \$157,806 in grant funds.  
 HUD- \$50,000  
 PSSF-\$81,444  
 ARC-\$26,362  
 The only impact on the county budget is for the PSSF grant in the amount of \$20,361.

### Supporting Documentation

Dept. Head	COO	Finance	Chm. of the Brd.	Legal
 Jori S. James				
Date: 11/21/13	Date: 11/22/13	Date: 11/22/13	Date: 11/22/13	Date: 11/22/13