

TRI-COUNTY REGIONAL PLANNING COMMISSION

EST. 1958

PERSONNEL COMMITTEE

456 Fulton, Suite 401

Peoria, IL 61602

DANNY PHELAN, CHAIRMAN

Greg Menold, Autum Jones

Monday January 19, 2026

8:00 a.m.

AGENDA

1. Call to Order
2. Roll Call
3. Motion to approve October 20, 2025 minutes
4. Motion to Recommend to Commission Health Insurance Contract renewal (Resolution 26-32)
5. Motion to Recommend to Commission IMRF Resolution for Military Leave Service Credit Resolution 26-34)
6. Discussion of Employee Handbook Review
7. Other
8. Adjournment



TRI-COUNTY REGIONAL PLANNING COMMISSION

EST. 1958

PERSONNEL COMMITTEE MEETING

456 Fulton St. Suite 401

Peoria, IL 61602

DANNY PHELAN, CHAIRMAN

(Greg Menold, Autum Jones)

Monday, October 20, 2025 8:00 a.m.

MINUTES

1. Call to Order

Chairman Danny Phelan called the meeting to order at 8:00 a.m.

2. Roll Call

Present: Danny Phelan, Greg Menold. Absent: Autum Jones

Also present were Eric Miller and Lori Reynolds from TCRPC.

3. Motion to approve May 7, 2025 minutes

Greg Menold motioned to approve the May 7, 2025 minutes, and Danny Phelan seconded the motion. Motion carried.

4. Recommendation to Executive Committee and Full Commission, Promotions in Place (Resolution 26-19)

Eric Miller reported that we recently lost a GIS staff person to the Chicago area due to a 35% increase in pay. In an effort to prevent losing any further staff, the Commission needs to get this in a couple months earlier than what our usual schedule is.

While Gavin Hunt was away serving our country, he missed out on two pay increase cycles. Since Logan Chapman left, his duties have been split between Isaiah Hageman and Gavin. Tri-County down one employee but the workload is increasing. So Tri-County would like to promote Isaiah from GIS Specialist II to GIS Specialist III, and Else Hayes has been doing a really great job. They stepped in when Debbi LaRue was out on maternity leave and kept up with the work, making grant applications, leading efforts rather than just doing what they're told, and bringing in revenue. So we'd like to promote them to Planner II. These raises average an 8% increase, and total not more than \$15,000 in increased spending.

Greg Menold stated that it sounds like a good plan, he's all for it.

Danny Phelan asked if there is a process to follow to reach the promotional levels. Eric explained that the responsibilities for each level are outlined in the employee handbook. Increased interaction with stakeholders and projects, doing the work of that next level are some of the things we look for.

5. **Discussion of Executive Director Performance Evaluation Process and Timeline**

Chairman Phelan expressed his wishes to get a plan in place so the evaluation process could be completed in a timely manner going forward. The Executive Board Chair would be responsible for completing the review, but this committee needs to get some dates on the calendar. For example, the Executive Director could talk to the Chair and mention that it's time to begin the process now, and a completion date would be set to have the review returned to the Executive Director. And if the Chair isn't getting it done in a timely manner, the Executive Director would go to Personnel as a fail-safe to get the ball rolling. Danny asked for Eric's input on what timeline works best.

Eric Miller stated that perhaps the last quarter of the fiscal year, April 1, he could notify the Chair, give them the documents, and expect to be done by June 1, a month ahead of the new fiscal year, to avoid the changeover.

Greg Menold stated that as Commission Chair, he didn't feel like doing the evaluation was a productive process because he didn't spend that much time with Eric so he didn't know how to answer the questions.

Eric stated that the last few years, each Chair didn't like the tool that the previous chair used, so they did what they wanted, or what they used in their employment.

Danny commented that each county needs to have some sort of input.

Eric stated that perhaps the Executive Board could provide input, as a sampling of the entire Commission, or the entire Commission could be provided with the forms, if they choose to fill them out, it's up to them.

Danny stated that if the forms are sent to the entire commission, they might think it's mandatory and that might sway some of their responses. He believes that Eric reports to the Executive Board, so the Executive Board's opinions should have the most weight. He asked if anyone had any problems with that and asked Eric to come up with a draft resolution for the process at the Executive Board level, incorporating things like the start date and notification process. Then it would be up to the Chairman if he wants to assign the task to Personnel or do it himself. The resolution should also state that this process supersedes any previous process.

6. **Executive Session if needed**

Not needed.

7. **Other**

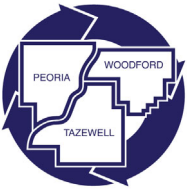
Danny Phelan asked when policies are updated in the employee handbook if we send out an updated policy. Eric stated that when new employees come on board, they sign for the receipt of the handbook, but when new policies are implemented, the staff has generally had a say in any new policies, so we don't get a signature on those new policies.

8. **Adjournment**

The meeting was adjourned at 8:41 a.m.

Submitted by: Eric Miller, Executive Director

Recorded and transcribed by: Lori Reynolds



TRI-COUNTY REGIONAL PLANNING COMMISSION

EST. 1958

DATE: January 16, 2026

ISSUE: Health Insurance Renewal Discussion regarding contracts for employee health insurance renewal

ACTION NEEDED BY PERSONNEL AND EXECUTIVE COMMITTEE: Recommendation to the Commission

BACKGROUND: The Commission provides medical, dental, vision, and short-term disability insurance to its employees. The health insurance contracts currently provided by Blue Cross Blue Shield of Illinois, Delta Dental and Guardian will expire on February 28, 2026. Our health insurance broker, Tim Neuhauser of Envision Insurance, has provided me with insurance bids from multiple companies for consideration. I have reviewed those options with Tim and have provided staff with an opportunity to review the recommendations.

The Commission's policy for employees as it relates to health insurance requires Commission employees to pay a portion of their healthcare costs. The policy took effect on March 1, 2017. Employees hired before July 1, 2016, will contribute \$50 per month and employees hired after July 1, 2016, will contribute \$100 per month.

The Commission also has a policy providing a dual tier insurance plan to employees. The dual tier plan includes a Preferred Provider Option (PPO) plan and a High Deductible (HD) plan with a Health Savings Account (HSA) option. Furthermore, the Commission has a policy to consider making an annual employer contribution to the employee HSA. The employer contribution would be an incentive to encourage employees to consider the less expensive (premium) High Deductible/HSA option.

Medical Insurance: Staff has evaluated multiple options from health insurance carriers that are available to our region. (United Health Care, Blue Cross Blue Shield, Delta Dental, Guardian, Principal)

Employer Contribution to an Employee Health Savings Account Per the employee health benefit policy, if an employee were to enroll in an eligible High Deductible insurance plan, the employee would be eligible to have a Health Savings Account (HSA). Employees could contribute their own funds to the HSA pre-tax. To encourage employees to take the HD HSA option, employers can contribute to the HSA. The Commission's employer contribution would be limited to this contract year only. All future employer contributions would be decided by the Commission on an annual basis. Analysis has indicated that the Commission could save 23% of premium cost per employee if the employee signed up for the HD/HSA insurance plan.

Reimbursement

Commission costs of health insurance benefits are recovered by direct reimbursement or the "Fringe Benefit Rate" from federal and state contracts and by hourly rates for local projects.

Recommendation

I recommend the Commission approve contracts for employee health insurance for the March 1, 2026, to February 28, 2027, contract year with the following:

1. 3/1/2026 BCBS - Group Health – **16.4% increase or \$1,697.57/mo**
2. 3/1/2026 Principal insurance– Group Dental, Life, and Vision, – **7.5% increase \$62.84 /mo**

Commission (Employer) Contribution to employee Health Savings Account:

\$500 contribution per employee (who chooses the HD Plan) 1 employee.

\$1000 contribution per employee and eligible dependents (who choose the HD Plan)

BCBS Group Health Renewal Comparison for: Tri-County Regional Planning Commission



BENEFITS		Blue Cross Platinum P5E1BCE Current	Blue Cross Gold G535BCE Current	Blue Cross Platinum P5E1BCE 2026 Renewal	Blue Cross Gold G535BCE 2026 Renewal
Deductible			(HSA)		(HSA)
Single Deductible (In / Out)		600 / 1,200	3,300 / 6,600	600 / 1,200	3,300 / 6,600
Family Deductible (In / Out)		1,800 / 3,600	9,900 / 19,800	1,800 / 3,600	9,900 / 19,800
Physician Co-Pay (In-Ntwrk) PPO PCP / Specialist <i>"Designated Provider"</i> <i>*Applies to Out of Pkt Max only</i> <i>*Members under 19 yrs. CoPay</i>		\$0 CoPay Preventive \$25 / \$50 Same	\$0 CoPay Preventive Ded. Then Colns. Ded. Then Colns.	\$0 CoPay Preventive \$25 / \$50 Same	\$0 CoPay Preventive Ded. Then Colns. Ded. Then Colns.
Co-Insurance (In / Out)		10% / 40%	20% / 50%	10% / 40%	20% / 50%
Single Out of Pocket Max (In / Out) <i>* Includes CoPays, Co-Ins., & Deductible (ACA Plans only)</i>		1,750 / Unlimited	5,250 / Unlimited	1,750 / Unlimited	5,250 / Unlimited
Family Out of Pocket Max (In / Out)		5,250 / Unlimited	14,000 / Unlimited	5,250 / Unlimited	14,000 / Unlimited
Prescription Drug Card (InNtwrk) <i>*Applies to Out of Pkt Max only</i>		\$5 / 15 / 25 / 60 / 80 / 110 / 130 / 250 / 350	20% / 20% / 30% 40% / 40% / 50% <i>After Med Deductible</i>	\$5 / 15 / 25 / 60 / 80 / 110 / 130 / 250 / 350	20% / 20% / 30% 40% / 40% / 50% <i>After Med Deductible</i>
Lab Testing, X-Ray, (simple diagnostic) <i>*Applies to Out of Pkt Max only if CoPay</i>		Ded. Then Colns.	Ded. Then Colns.	Ded. Then Colns.	Ded. Then Colns.
Emergency Room <i>*Applies to Out of Pkt Max only if CoPay</i>		\$400 CoPay PLUS Ded. & Colns.	Ded. Then Colns.	\$400 CoPay PLUS Ded. & Colns.	Ded. Then Colns.
Urgent Care Co-Pay (In-Ntwrk) <i>*Applies to Out of Pkt Max only if CoPay</i>		\$75 CoPay Per Visit	Ded. Then Colns.	\$75 CoPay Per Visit	Ded. Then Colns.
Pediatric Dental & Vision Benefits Incl. <i>*Benefits up to age 19</i>		Yes After Medical Ded. Met	Yes After Medical Ded. Met	Yes After Medical Ded. Met	Yes After Medical Ded. Met
Area Network Hospitals		Blue Choice Preferred OSF, Carle Proctor, Pekin	Blue Choice Preferred OSF, Carle Proctor, Pekin	Blue Choice Preferred OSF, Carle Proctor, Pekin	Blue Choice Preferred OSF, Carle Proctor, Pekin
MONTHLY RATES		Current	Current	Renewal	Renewal
		Community Rating	Community Rating	Community Rating	Community Rating
EST. TOTAL MO. PREMIUM		\$10,326.70		\$12,024.27	
% of Increase from current				16.4%	
\$ Difference Monthly				\$1,697.57	
\$ Difference Annually				\$20,370.84	

Carrier Disclaimer:

Final Rates, approval of coverage and effective date will be based on actual enrollment and underwriting. This is not a guarantee of coverage. Quotes are based on an effective date of 3/1/26. This benefit comparison is intended to provide a general overview of benefits and premiums.

Note:

"Designated Provider": **Pleas Unlimited - No stop loss for out of network services**

1/15/2026

Group Ancillary Package Comparison for: Tri-County Regional Planning Commission

QUOTE: 3/1/2026
Agent: Tim Neuhauser
Coverage Type: Group Life, Dental & Vision



	CURRENT			OPTION		
	Delta Dental	Guardian Vision	Guardian Life	Principal Dental <u>U&C</u>	Principal Vision	Principal Life
	<u>Current Premium</u>	<u>Current Premium</u>	<u>Current Premium</u>	Quoted Premium	Quoted Premium	Quoted Premium
Estimated Monthly Premium	\$520.50	\$133.02	\$180.00	\$678.52	\$81.51	\$136.33
EST. TOTAL MONTHLY PREMIUM	\$833.52			\$896.36		
% of Increase from Current				7.5%		
\$ Difference Monthly				\$62.84		
\$ Difference Annually				\$754.08		

RESOLUTION 26-32

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE AGREEMENT WITH BLUE CROSS FOR MEDICAL INSURANCE; GUARDIAN FOR VISION AND LIFE INSURANCE; AND PRINCIPAL INSURANCE FOR DENTAL INSURANCE

WHEREAS, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, provides medical, dental, vision, and life insurance for its eligible fulltime employees and eligible dependents,

WHEREAS, in September 2021, the Commission authorized the selection of Envision Insurance Group from Morton, IL as our broker to assist the Commission in selecting medical, vision, life and dental insurance plans, and

WHEREAS, the Commission's current Health Insurance plans provided by Envision Insurance Group, Blue Cross Blue Shield of Illinois, Guardian and Delta Dental expire on February 28, 2026,

WHEREAS, the Commission has agreed to offer a dual tier plan for healthcare benefits,

WHEREAS, the Commission desires an agreement with Blue Cross Platinum, PPO Plan and HSA Plan for medical insurance beginning March 1, 2026,

WHEREAS, the Commission policy is to offer an employer contribution for employees choosing the HSA option for medical consisting of \$500 for employee and \$1,000 for family for beginning March 1, 2026,

WHEREAS, the Commission desires an agreement with Guardian Insurance to provide Vision and Life Insurance for employees, and Principal Insurance for dental insurance beginning March 1, 2026

THEREFORE, BE IT RESOLVED

That the Commission authorizes the Executive Director to enter into agreements with Blue Cross for medical insurance, Guardian Insurance for Vision and Life Insurance, and Principal Insurance for dental insurance beginning March 1, 2026.

Presented this 4th day of February 2026

Adopted this 4th day of February 2026

Chuck Nagel, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric Miller, Executive Director
Tri-County Regional Planning Commission

RESOLUTION 26-34

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE MILITARY SERVICE LEAVE CREDIT.

WHEREAS, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, provides Retirement, Disability and Death Benefits to all full-time employees through Illinois Municipal Retirement Fund (IMRF), and

WHEREAS, by working for the Commission, IMRF law authorizes and directs the Commission, as a condition of employment, to make deductions from the employee's earnings. The Commission also contributes to the IMRF program on the employee's behalf, and

WHEREAS, a member of staff is actively participating in IMRF and was on military leave from January 20, 2024 to June 23, 2025 , and

WHEREAS, to encourage employee attraction and retention, Tri-County can authorize employees with eligible military service leave to earn IMRF credit for time spent serving our country.

THEREFORE, BE IT RESOLVED

That the Commission authorize the Executive Director to approve IMRF Military Service Leave Credit for Gavin Hunt.

Presented this 4th day of February 2026

Adopted this 4th day of February 2026

Chuck Nagel, Chairman
Tri-County Regional Planning Commission

ATTEST:

Eric Miller, Executive Director
Tri-County Regional Planning Commission