EXECUTIVE BOARD MEETING
STEVE VAN WINKLE, CHAIRMAN – EXECUTIVE BOARD
(Crawford, Delaney, Drury, Glazier, Hinrichsen, Phelan, Proehl, Sundell)
Monday, February 13, 2017
5:30 p.m.
AGENDA

1. Call to Order
2. Roll Call
3. Public Input
4. Approval of Minutes November 21, 2016
5. Executive Director Report
6. Recommendation to Commission approval of TCRPC/PPUATS Memorandum of Understanding
7. Recommendation to Commission approval of TCRPC/PPUATS Cooperative Agreement
8. Recommendation to Commission approval of Resolution 17-32 Health Insurance benefits
9. Recommendation to Commission approval of Resolution 17-33 General Liability Insurance
10. Discussion of credit card policy
11. Review of February 23, 2017 Commission agenda
12. Other
13. Executive Session
14. Any action as a result of Executive Session
15. Adjournment

EXECUTIVE BOARD MEETING
STEVE VAN WINKLE, CHAIRMAN – EXECUTIVE BOARD
(Crawford, Delaney, Drury, Hinrichsen, Karr, Phelan, Proehl, Sundell)
Monday, November 21, 2016
5:30 p.m.
MINUTES

1. Call to Order
   Chairman Van Winkle called the meeting to order at 5:30 p.m.

2. Roll Call
   Present: Van Winkle, Delaney, Drury, Hinrichsen, and Karr. Excused: Proehl, and Sundell. Absent: Phelan, and Crawford.

3. Public Input-none

4. Approval of Minutes of October 17, 2016
   Drury moved to approve the October 17, 2016 minutes and Hinrichsen seconded. Motion carried.

5. Executive Director Report
   Miller reported on the following:
   - Announced that Greg Sachau has left Tri County and moved back o Minnesota to be with his parents that are ailing and to be with his family. Miller said at this time we will not fill this position due to our revenues down $25,000 from Woodford County.
   - Are reviewing resumes for a Planner I position.
   - STU committee has completed their criteria and application and will open funding round in January.
   - PPUATS Policy was approached from Peoria County to get $2.4 million from unobligated funds for Old Galena Rd. Is in discussion stage at this time.
     PLBA is still working with USACE. The plan is in limbo due to Federal budget not passed.

6. Discussion of TCRPC/PPUATS Memorandum of Understanding/Cooperative Agreement
   Van Winkle updated committee of what took place at previous joint meetings with PPUATS members.
   - Want more say of TCRPC
   - Want to designate PPUATS Policy as the MPO
   - Determine which organization has fiduciary responsibility of federal and state planning funds.
   - Make Commission clear of fiscal responsibilities
   - IDOT still looks to Commission for contracting and is responsible for audit.
   - Wants to have something in writing that states the TCRPC is not the MPO from IDOT.
   - Miller explained that PPUATS wants more input on financial responsibility and who is responsible for Executive Director hiring and firing. If we go to a joint meeting of Executive Director and PPUATS, they will not be interested in all matters of the meeting.
   - Van Winkle suggested having joint meeting on MPO issues.
   - Delaney asked what happens in the rest of state. Miller explained that they are governed by a coop agreement with rules and regulations of planning issues. CMAP is more for staffing.
   - Van Winkle suggested having an ADHOC committee for Executive Director issues.
   - Hinrichsen suggested merging appointments from PPUATS Policy to Executive Board.
   - Miller will draft option to PPUATS and Executive Board

- Hinrichsen said everyone needs to be attending to decide on this. Needs to be presented thru Policy Committee. We need a time table created.
- Drury said there is not a letter from IDOT or FHWA stating the changes? Van Winkle said there will not be changes unless we have a letter.
- Hinrichsen said from the phone conversation from Carmitchel, PPUATS is the MPO. Woodford County needs to have this resolved. PPUATS needs to be informed.
- Drury commented that 85% of revenue is from Transportation sources.
- Miller commented that we have a current coop agreement. . Prior to the next Commission meeting we should have the Executive Board meet before the Full Commission to discuss. Change Ways & Means to 3 and Executive Board to 4:00. Notify the newspaper of time changes and meeting. State has no problem of how it is now. Have a coop agreement or MOU to state responsibilities.
- Delaney said to have as much information prior to the meeting on December 1.
- Hinrichsen commented that PPUATS presumes they are the MPO. We need to come up with something that is ok with PPUATS Policy and the Executive Board.

7. Discuss Employee Compensation Study
   Miller updated committee that it was suggested to have a Comparable Study for employees. The cost will be around $4,000 which is not budgeted. Miller stated that he would include the study in next year's budget.

8. Review of December 1, 2016 Commission agenda- ok

9. Other

10. Executive Session

11. Any action as a result of Executive Session

12. Adjournment
    Karr moved to adjourn at 6:45 pm and Drury seconded. Motion carried.

Respectively Submitted,
Eric Miller
Executive Director
Recorder and Transcriber: Debbie Ulrich

TRI-COUNTY REGIONAL PLANNING COMMISSION

456 Fulton St, Suite 401
Peoria, IL 61602
PHONE 309-673-9330 **FAX** 309-673-9802
tricountyrpc.org

To: Members of the Commission
From Eric W. Miller, Executive Director
Date: February 10, 2017
Subject: Executive Director Report for January, 2017

Project	Activity	Status
Administrative		
Staffing	Offers Made to planners and accepted	Complete
Insurance	renewal for March 1, action exepected in February	Ongoing
Technology	Ink Jet Plotter purcchased and installed	Complete
	Workstations pending	Ongoing
		Ongoing
FY17 Budget	Reviewing Budget projection mid year.	
Compensation Study	Discussion at November Exec board meeting	Deferred until FY18
Outreach Activities	will schedule meetings with County and Municipal Stakeholders	In Progress
Financial Report	Month of January was positive by $6900	Ongoing
Website	Launch pending review and insert of copy material	In Progress
Planning issues		
PLBA	USACE has reviewed and accepted agreement await signing in late Jan	In Progress
Hazard Mitigation	Awaiting award notification from FEMA/IEMA	in progress
Roanoke Comprehensive Plan	Working with Roanoke on Scope of Work for Comp Plan	Preliminary
Pekin Derby Street Corridor Study	Working with UI Coop ext. on Funding a Student led study of Derby St	Preliminary
GIS Issues		
Woodford County GIS	Signed Contract and began work for CY17	Complete
PPUATS/ Transportation		
Cooperative Agreement	Final Comments received anticpate action by TCRPC and PPUATS	In Progress
Memorandum of Understanding	Agreement reached anticipate action by TCRPC and PPUATS	
Transportation Infrastructure Funding	Meeting with Legislators delayed until February	In Progress
Regional Bike Plan	Final report finished exepect action by Committee in March	In Progress
Eastern Bypass Coalition	Requested status meeting with IDOT Dist. 4	In Progress
Special Transportation Studies	Additional scope items requested by staff reviewing for eligiblity	
FY16		
Peoria Heights Corridor	Adopted by the Village of Peoria Heights in October	complete
City of Peoria Wayfinding	Awaiting final report from consultant	Complete
Sterling Ave SCAT	Project Closed out	Complete
FY17		
East Peoria four Corners	Consultant selected study underway	In Progress
Tazewell County Wayfinding	Consultant selected study underway	In Progress
City of Pekin Port	Consultant Selection underway	In Progress
FY 16 State Planning Funds	Consultant is currently working on this project	In Progress
FY17 State Planning Funds	Developing scope of work and costs information for candidate projects	In Progress
STU Applications	Funding round for FY21 and FY22 underway	January
FY18 Unified Work Program	Developing FY18 Unified Work Program	In Progress

TRI-COUNTY REGIONAL PLANNING COMMISSION
EST. 1958

Memo To: Executive Board of the Commission
From: Eric W. Miller, Executive Director
Subject: TCRPC/PPUATS MOU
Date: February 10, 2016

Background

The purpose of the subcommittee is to address concerns that were brought about by IDOT, The FHWA, and the PPUATS Policy Committee regarding more coordination with TCRPC as it relates to the use of Transportation Planning funds. IDOT and Commission staff provided background information and documents for the Committee to review and discuss. The primary issues discussed included:

- Which organization is the designated MPO?
  It is IDOT's and the FHWA's opinion that the PPUATS Policy Committee is the designated MPO for the Peoria region. The Committee has asked IDOT and the FHWA to send a letter with this opinion.

- Which organization has fiduciary responsibility of federal and state planning funds received by the MPO?
  It is IDOT's and the FHWA's opinion that the PPUATS policy Committee has fiduciary responsibility federal and state planning funds received by the MPO.

- Should PPUATS policy have more input on Hiring/Firing and Compensation for the Executive Director?
  The Committee agreed that PPUATS Policy should be involved with decisions related to employment matters of the Executive Director.

The Chairmen from each board has met and have agreement on how these issues should be handled in the future. The MOU is will be handed out at the meeting your consideration.

Recommendation

I recommend that the Commission approve the Memorandum of Understanding (MOU) with the PPUATS Policy Committee.

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AN EQUAL OPPORTUNITY EMPLOYER ▪ PRINTED ON RECYCLED PAPER

TRI-COUNTY REGIONAL PLANNING COMMISSION
EST. 1958

Memo

To: Executive Board of the Commission
From: Eric W. Miller, Executive Director
Subject: TCRPC/PPUATS MOU
Date: February 10, 2016

Background

TCRPC and PPUATS were advised by the Illinois Department of Transportation (IDOT) the Cooperative Agreement last approved in 2008 was out of date and did not reflect the language of current Transportation bill (The FAST Act). The Cooperative Agreement is a document establishing a cooperative intergovernmental framework for the relationship between the PPUATS Policy Committee and TCRPC Board.

IDOT Office of Planning and Programming has reviewed the document and provided necessary changes to reflect current law. The document has also passed through IDOT legal counsel. The agreement must also go to the PPUATS Policy Committee for approval. The Greater Peoria Mass Transit District and the East Peoria Mass Transit District must also sign off on the document.

Recommendation

I recommend that the Commission approve the TCRPC /PPUATS Cooperative Agreement

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Cooperative Agreement

An Agreement between

Tri-County Regional Planning Commission,
Peoria-Pekin Urbanized Area Transportation Study Policy Committee,
Illinois Department of Transportation,
Greater Peoria Mass Transit District (CityLink),
and East Peoria Mass Transit District

For

Cooperative Transportation Planning and Programming

Approved: February 23,
2017

This cooperative agreement is entered into by and between Tri-County Regional Planning Commission (TCRPC) Board, Peoria-Pekin Urbanized Area Transportation Study (PPUATS) Policy Committee, the Greater Peoria Mass Transit District (CityLink), the East Peoria Mass Transit District, and the State of Illinois acting by and through the Illinois Department of Transportation (IDOT). This agreement established a cooperative intergovernmental framework for the relationship between the PPUATS Policy Committee and TCRPC Board

WHEREAS 23 USC Section 134 of US Code as amended by the Fixing America's Surface Transportation Act (FAST Act) require that each urbanized area with a population of 50,000 or more, as a condition to the receipt of Federal capital or operating assistance for transportation, have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

WHEREAS Article VII, Section 10A of the Constitution of the State of Illinois and the Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq. enable parties here to enter into agreements among themselves and provide authority for intergovernmental cooperation; and

WHEREAS The authority and powers of the Commission are in accordance with the provisions of Chapter 55, Article 5, Division 5-14 "Counties Code, Powers and Duties of County Boards, Regional Planning" of the Illinois Compiled Statutes Annotated, as now and hereafter amended, and pursuant to the "Resolution for Establishment of a Tri-County Regional Planning Commission," passed and approved by Peoria County, Tazewell County and Woodford County, on March 12, 1958, as amended; and

WHEREAS, Section 112(f)3 of the 1973 Federal Highway Act authorizes the Governor to designate a Metropolitan Planning Organization responsible for carrying out transportation planning in urbanized areas in cooperation with the state; and

WHEREAS, a May 3, 1976 communication from Governor Dan Walker, acknowledged the Tri-County Regional Planning Commission board as the designated Metropolitan Planning Organization pending membership alterations to fulfill 23 CFR 450.310 for transportation planning in the Peoria-Pekin Urbanized Area; and

WHEREAS, membership alterations occurred through the creation of the PPUATS Policy Committee who is considered the Metropolitan Planning Organization and has all authority designated to them through 23 USC 134 and 49 USC 5303.

WHEREAS, the Tri County Regional Planning Commission and its associated Board acts as the MPO's administrative agent and provides staff for implementing a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area

WHEREAS, the PPUATS Policy Committee as the MPO is eligible to receive PL funds authorized by Section 104, Title 23 United States Code and planning funds authorized by Section 9 of the Urban Mass Transportation Administration Act of 1964, as amended (49 USC 1607a) through their administrative agent, the Tri-County Regional Planning Commission; and

NOW, THEREFORE, IT IS AGREED by and between the parties including Tri-County Regional Planning Commission Board, Peoria-Pekin Urbanized Area Transportation Study Policy Committee, Illinois Department of Transportation, Greater Peoria Mass Transit District (CityLink), and East Peoria Mass Transit District hereto that:

Article I.

TCRPC Board Relationship with PPUATS Policy Committee

It is agreed by and between the Tri-County Regional Planning Commission Board and the Peoria-Pekin Urbanized Area Transportation Study Policy Committee that:

A.. The Peoria-Pekin Urbanized Area Transportation Study Policy Committee is designated as the committee responsible for transportation planning and policy matters such as the unified planning work program, long range transportation plan, annual Transportation Improvement Program, transportation planning activities in the urbanized area, and any other necessary plans to meet federal guidelines.

B. PPUATS Policy Committee will provide opportunities for review and comment to the Tri-County Regional Planning Commission and the PPUATS Technical Committee. PPUATS Policy Committee will always offer opportunities for comments to TCRPC Board and PPUATS Technical Committee of federally required documents such as the Unified Planning Work Program, Long Range Transportation Plan, and the Annual Transportation Improvement Program.

C. The Tri-County Regional Planning Commission Board will provide adequate staff for administrative services to the Peoria-Pekin Urbanized Area Transportation committees in connection with the transportation planning activities.

D. The Tri-County Regional Planning Commission Board and PPUATS Policy Committee will annually adopt a joint funding agreement, which provides the required match for transportation planning funds.

Article II

Purpose and Duties of PPUATS Policy Committee is created to perform and carry out a continuing, cooperative and comprehensive transportation planning process for the Peoria-Pekin Urbanized Area in accordance with applicable Federal laws, policies and procedures, and with the cooperation and assistance of its members and the U.S. Department of Transportation. Unless otherwise specified by subsequent amendments to 23 U.S.C. 134 and 49 U.S.C. 1607, the duties of PPUATS Policy Committee shall include:

A. Oversee and coordinate the process for the area in a manner that will ensure that

the transportation planning and programming decisions are reflective of the needs of local and state governments, transit operations, and the general public.

B. The development and maintenance of a Long Range Transportation Plan (LRTP) for the Peoria-Pekin Urbanized Area, including strategies to make more efficient use of existing transportation systems and to integrate local land use/development decisions and regional transportation investments.
C. The development and annual update of a Transportation Improvement Program (TIP), which reflects the PPUATS Policy Committee's priorities for federal and state investments in the urbanized area's transportation systems, to be developed in accordance with the Long Range Transportation Plan and other pertinent policies adopted by the PPUATS Policy Committee.
D. The development and annual update of a Unified Planning Work Program (UPWP), which coordinates the area's transportation planning activities and establishes the priorities for planning initiatives to be undertaken by the PPUATS Policy Committee.
E. The development and update of a Public Participation Plan (PPP), which established a consistent communication policy to be carried out by PPUATS Policy Committee as it relates to regional plans and activities.
F. Other planning and project development activities necessary to address transportation issues in the area.

Article III.

General Organization and Duties of PPUATS Policy Committee

A. Creates a Technical Advisory Committee, and other standing or temporary/special purpose committees as needed to carry out the duties and functions of the PPUATS Policy Committee.
B. The PPUATS Technical Advisory Committee provides professional technical advice and recommendations to the PPUATS Policy Committee, and conducting or overseeing the technical planning functions and duties of the PPUATS policy committee.

Sub Article III.1

PPUATS Policy Committee Structure and Responsibilities

See PPUATS POLICY BYLAWS adopted April 1, 2015

Sub Article III.2

PPUATS Technical Advisory Committee Structure and Responsibilities

See PPUATS TECHNICAL BYLAWS adopted April 15th, 2015

Article IV
Illinois Department of Transportation

PPUATS Policy Committee shall conduct a comprehensive regional transportation planning process for Peoria/Pekin Urbanized area in a manner consistent with applicable provisions of Fixing America's Surface Transportation Act (FAST Act). The Illinois Department of Transportation shall participate in said regional planning process through the following actions:

A. Submit a program of projects for consideration to the annual Transportation Improvement Program document.
B. Participate or attend MPO committees and subcommittees.
C. Participate in or attend Tri County Regional Planning Commission Board meetings.
D. Assist with providing data to TCRPC staff upon request, concerning transportation plans, programs, and funding.
E. Assist with analyses for major transportation capital investments to conform to priorities established in the metropolitan area's long-range transportation plan.
F. Provide guidance, assistance, and data in setting performance targets per Federal Transportation Authorization bills.

Article V

Public Transit Operators

PPUATS shall conduct a comprehensive regional transportation planning process for Peoria/Pekin Urbanized area in a manner consistent with applicable provisions of the Fixing America's Surface Transportation Act (FAST Act). Public Transit Operators shall participate in said regional planning process through the following actions:

A. Submit a program of projects for consideration to the annual Transportation Improvement Program document, according to a timetable established by PPUATS Policy Committee.
B. Participate in staff level committees and subcommittees.
C. Ensure that plans that require federal funding support for implementation, including plans for major transit capital investments conform to priorities established in the metropolitan area's long-range transportation plan.
D. Public Transit Operators shall assist TCRPC staff in securing data and source materials concerning transit plans, programs, and funding necessary to the effective accomplishment of the transportation planning process.

Article VI

Operating Clauses of the Agreement

Sub Article VI.1

Equal Opportunity Assurance

The parties involved in this Agreement herby certify that as a condition of receiving Federal financial assistance to conduct transportation planning activities, they will ensure:

A. That the intent of Title VI of the 1964 Civil Rights Act (42 USC 2000d-1) which state "No person in the United States shall, on the ground of race, color, or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance" is met.
B. That the PPUATS Policy Committee will compile, maintain and submit in a timely manner Title VI information required by FTA Circular 4702.1 and in compliance with the U.S. Department of Transportation Title VI regulation 49 CRF Part 21.9.
C. That the PPUATS Policy Committee will make it known to the public that the persons alleging discrimination on the basis of age, race, color or national origin, as it relates to the provision of transportation services and transit-related benefits, may file a complaint with Federal Transit Administration and/or the U.S. Department of Transportation.
D. All meetings shall be open to the public and conducted in accordance with the Illinois Open Meetings Act.

Sub Article VI.2

Amendments & Severability

A. If any one or more of the provisions of this Agreement is declared unconstitutional or contrary to law, the validity of the remainder of the Agreement shall not be affected thereby.
B. This Agreement is subject to amendment when a majority of all representatives of the PPUATS Policy Committee adopts the amendment.

Sub Article VI.3

Ratification & Termination

A. This cooperative Agreement shall become effective upon approval by all signatory parties and shall remain in effect until a majority of the governing board of any party elects to terminate this agreement. This cooperative agreement may be supplemented with amendments or separate agreements between the parties to establish financial arrangements to specific workloads or to identify any other necessary arrangements.
B. Designation of the MPO by the Governor and approval of the Agreement by the State of Illinois shall be considered acceptance of the provisions and objectives contained herein and shall constitute an agreement between the jurisdictions heretofore mentioned to cooperate in the continuing, cooperative and comprehensive transportation planning process for the Peoria-Pekin Urbanized Area.
C. A jurisdiction which is eligible and wishes to be a part of this Agreement may do so by adoption of a resolution: said resolution agreeing to the provisions of this Agreement shall be delivered to the PPUATS Policy Committee. Addition of eligible jurisdictions is subject to the approval of the majority of PPUATS Policy

Committee Members

D. Any party to this Agreement may withdraw by giving written notice to the PPUATS Policy Committee, not less than thirty (30) days prior to the effective date of termination. Termination from this agreement shall not relieve the withdrawing party from compliance with federal requirements for cooperative transportation planning and programming.

E. Time of Performance: The parties shall commence their mutual responsibilities on the day of execution of this Agreement, and shall continue in this regard for thirty (30) days following the receipt of written notice of termination by either party from the other.

F. Entire Agreement: This Agreement with its attachments and related laws, regulation and documents referenced herein, contains all of the terms agreed upon between the parties with respect to the subject matter herein and supersedes all prior agreements, arrangements and understanding, written or oral with respect to the subject matter herein.

G. This Agreement will be reviewed with the passage of a new federal transportation authorization bill.

Signature Page

Approved on this day of 2017 by the

Tri County Regional Planning Commission

By _____

Attest_____

Approved on this day of 2017 by the

Peoria-Pekin urbanized Are Transportation Study Policy Committee

By _____

Attest_____

Approved on this day of 2017 by the

Illinois Department of Transportation

By _____

Attest_____

Approved on this day of 2017 by the

Greater Peoria Mass Transit District

By _____

Attest_____

Approved on this day of 2017 by the

East Peoria Mass Transit District

By _____

Attest_____

TRI-COUNTY REGIONAL PLANNING COMMISSION

EST. 1958

Memo

TO: Executive Committee
FROM: Eric W. Miller, Executive Director
SUBJECT: Employee Health Insurance Contract Renewal
Date: February 10, 2017

Background:
The Commission provides medical, dental, vision, and short term disability insurance to its employees. The health insurance contracts currently provided by United Health Care River Valley, Delta Dental and Guardian will expire on February 28, 2017. Our health insurance broker Kuhl Insurance, has provided me insurance bids from multiple companies for consideration. I have reviewed those options with Kuhl and have provided staff with opportunity to have input into this process.

Changes to employee benefits.
Last March, the Commission instituted a new policy for employees as it relates to health insurance. The policy requires Commission employees to pay a portion of their healthcare costs. The policy takes 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. For dependent coverage the Commission covers 75% of premium and the Commission total contribution towards dependent coverage is limited to $5000 per employee.

The Commission also adopted a policy providing a dual tier insurance plan to employees. The dual tiers include a Preferred Provider Option (PPO) plan and a High Deductible (HD) plan with a Health Savings Account (HSA) option. The Commission also adopted 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 High Deductible HSA option.

Medical Insurance:
Kuhl insurance has provided multiple bids from health insurance carriers. In terms of the PPO plan, premium rate increases ranges from -3.91% to 35.3% from last year's quotes. We were advised before prior to the quotes arriving, companies our size were all receiving double digit increases for plans that were similar to existing plans.

Those plans are attached.

In terms of HD plans, premium rates ranged from 3.23% increase to a 26.04% decrease.

The HD plan premiums are also attached.

Employer Contribution to an Employee Health Savings Account

Per the new 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 incentivize employees to take the HD HAS option, employers can make a contribution 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 on up to $290 per month per employee, if the employee would sign up for the HD/HSA insurance plan.

Dental Vision and Short Term Disability

Staff has received quotes for Dental, Vision, and Short Term Disability insurance from our insurance Broker. Attached are the worksheets that show the premium cost to the Commission. Delta Dental has proposed a two year contract with no increase in premium. Guardian has proposed a slight increase in premium.

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 to the Commission to approve contracts for employee health insurance for the March 1 2017 to February 28, 2018 contract year with the following:

Medical insurance -	United Health Care River Valley PPO Plan number AM-R8 HD- Plan number ADMM
Dental Insurance –	Delta Dental (two year contract)
Vision, Short Term Disability -	Guardian

Employer Contribution for the employee Health Savings Account:

$500 annual contribution per employee
$1000 annual contribution per employee and eligible dependents

RESOLUTION 17-32

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE CONTRACTS WITH UNITED HEALTHCARE OF THE RIVER VALLEY FOR MEDICAL INSURANCE; GUARDIAN FOR VISION, SHORT TERM DISABILITY, AND LIFE INSURANCE; AND DELTA DENTAL FOR DENTAL INSURANCE

WHEREAS, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, provides medical, dental, vision, short term disability, and life insurance for its full time staff, and

WHEREAS, in August 2016, the Commission authorized the selection of Kuhl Insurance from Morton, Il as our broker to assist in selecting medical, vision, short term disability, life and dental insurance plans, and

WHEREAS, the Commission's current Health Insurance plans, currently provided by United Healthcare of River Valley, expire on February 28, 2017,

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

WHEREAS, the Commission desires to contract United Healthcare of River Valley, PPO Plan number **AM-R8** for medical insurance, beginning March 1, 2017,

WHEREAS, the Commission desires to contract United Healthcare of River Valley, a high deductible plan number **ADMM** with a yearly Health Savings Account (HSA) contribution from TCRPC consisting of $500 for employee and $1,000 for family beginning March 1, 2017,

WHEREAS, the Commission's current Vision, Short-Term Disability, and Life Insurance plans, currently provided by Guardian Insurance, expire on February 28, 2017,

WHEREAS, the Commission desires to contract with Guardian Insurance to provide Vision, Short-Term Disability, and Life Insurance for employees beginning March 1, 2017.

WHEREAS, the Commission's current Dental Insurance plans, currently provided by Delta Dental, expire on February 28, 2017,

WHEREAS, the Commission desires to contract with Delta Dental to provide dental insurance for employees beginning March 1, 2017 for a 2 year term, and

THEREFORE BE IT RESOLVED
That the Commission authorize the Executive Director to enter into contracts with United Healthcare of the River Valley for medical insurance, and Guardian Insurance for Vision, Short-Term Disability, and Life Insurance for the period March 1, 2017 to February 28, 2018 and Delta Dental for Dental Insurance for the period of March 1, 2017 to February 28, 2019

Presented this 23rd day of February 2017
Adopted this 23rd day of February 2017

_____
Stephen Van Winkle, Chairman
Tri-County Regional Planning Commission

ATTEST:

_____
Eric Miller, Executive Director
Tri-County Regional Planning Commission

Kuhl Insurance℠
Protect | Advocate | Serve

Health Renewal & Options

Tri County Regional Planning Commission

3/1/2017

United Health Care River Valley

RATES

COST	# Emp	UHCRV AD-K4	UHCRV AM-R8	UHCRV AD-K1	UHCRV AMRV	UHCRV ADMM	UHCRV AD-KS
	% Increase:		14.28%	-3.77%	3.28%	-20.05%	-26.04%
	EE	$358.26	$407.52	$343.15	$368.84	$285.10	$264.10
	ES	$854.96	$966.28	$813.64	$874.56	$676.00	$626.20
	ES	$1,962.56	$2,229.83	$1,877.62	$2,018.20	$1,559.99	$1,445.07
	EE	$356.83	$399.56	$336.45	$361.64	$279.53	$258.94
	EE	$608.75	$710.77	$598.51	$643.32	$497.26	$460.63
	EE	$928.83	$1,080.09	$909.49	$977.58	$755.63	$699.97
	Cobra-EE	1053.36	1193.91	1005.33	1080.6	835.26	773.73
Employee Cost Monthly Premium		**$5,070.19**	**$5,794.05**	**$4,878.86**	**$5,244.14**	**$4,053.51**	**$3,754.91**

Note: Rates Shown are for Illustrative Purposes. Please Refer to Rate Sheets to Verify Rates Based on Age any change in census or effective date may require a change in rates.

Benefits

		UHCRV AD-K4	UHCRV AM-R8	UHCRV AD-K1	UHCRV AMRV	UHCRV ADMM	UHCRV AD-KS
Network		Methodist, Proctor OSF	Methodist, Proctor OSF	Methodist, Proctor OSF	Methodist, Proctor OSF	Methodist, Proctor OSF	Methodist,Proctor OSF
Indiv Deductible	In	$500	$500	$1,000	$2,700	$2,700	$5,000
Family Deductible	In	$1,000	$1,000	$2,000	$5,400	$5,400	$10,000
OV Copay	In	$25 PCP / $45 SPEC	$25 PCP / $45 SPEC	$25 PCP / $50 SPEC	100% after deductible	80% after deductible	100% after deductible
Co-insurance	In	100%	100%	80%	100%	80%	100%
Single Out-of-Pocket	In	$2,000	$2,000	$4,500	$2,700	$5,000	$5,000
Family Out-of-Pocket	In	$4,000	$4,000	$9,000	$5,400	$10,000	$10,000
Preventive Care	In	100%	100%	100%	100%	100%	100%
Urgent Care Copay	In	$75 Copay	$75 Copay	$75 Copay	100% after deductible	80% after deductible	100% after deductible
ER Copay	In	$100 Copay	$250 Copay	$250 Copay	100% after deductible	80% after deductible	100% after deductible
Drug Card		$10/$30/$50	$10/$30/$50	$20/$45/$80	100% after deductible	$10/$35/$60 after deductible	100% after deductible

Note: Benefits proposed are as accurate as possible. They are not a guarantee of coverage.
Note: Please refer to benefit highlight sheets for out-of-network benefits

DELTA DENTAL

ProTec INSURANCE COMPANY

December 27, 2016

KUHL INSURANCE AGENCY INC
632 W JEFFERSON ST
PO BOX 66
MORTON, IL 61550

Thank you for choosing Delta Dental of Illinois as your dental benefits carrier. Oral health is key to overall health, and preventive care is vital to good oral health. We're delighted to provide your group with dental coverage to help your employees get the oral health care they need, and especially pleased to partner with your group to help ensure your employees and their covered dependents have a lifetime of healthy smiles.

We are pleased to present Delta Dental of Illinois' renewal package for Tri Cty Regional Planning Comm, Group #35690. Renewal rates for your selected plan/s and coverage/s are below.

Renewal and Current Rates – Delta Dental of Illinois
Rates are effective: March 1, 2017- February 28, 2019 **2-YEAR RATE GUARANTEE**

Delta Dental PPO	**Current Rates**	**Renewal Rates**
Single	**$26.22**	**$26.22**
Single+1	**$54.77**	**$54.77**
Family	**$98.81**	**$98.81**

Renewal for Delta Dental PPO WITH Individual Kids Preferred Plan and Current Rates - Delta Dental of Illinois
Rates are effective: March 1, 2017- February 28, 2019 **2-YEAR RATE GUARANTEE**

Single	**$26.22**	**$26.22**
Single+1	**$54.77**	**$55.03**
Family	**$98.81**	**$104.91**

**The rates include Delta Dental of Illinois' expected tax imposed by the Affordable Care Act (ACA), which is 1.2%. This percentage will be evaluated during the year and may be adjusted if necessary.*

Renewal Rates At-a-Glance

This plan is currently offered for Insurance Class 1

VISION PLAN RATES - VSP A56					
		CURRENT		RENEWAL	
Tier	Enrolled Employees	Monthly Rate	Annual Premium	Monthly Rate	Annual Premium
EE	7	$9.00	$756	$9.54	$801
EE & SP	2	$15.14	$363	$16.05	$385
EE & CH	0	$15.44	$0	$16.37	$0
FAMILY	0	$24.43	$0	$25.90	$0
TOTAL	**9**		**$1,119**		**$1,187**

This plan is currently offered for Insurance Class 1

STD PLAN RATES				
	CURRENT		RENEWAL	
Volume	Monthly Rate	Annual Premium	Monthly Rate	Annual Premium
$2,400	$0.640/$10	$1,843	$0.680/$10	$1,958

This plan is currently offered for Insurance Class 1

BASIC LIFE PLAN RATES					
		CURRENT		RENEWAL	
Coverage	Volume	Monthly Rate	Annual Premium	Monthly Rate	Annual Premium
BASIC LIFE	$400,000	$0.260/$1000	$1,248	$0.280/$1000	$1,344

Renewal Rates At-a-Glance

This plan is currently offered for Insurance Class 1

AD&D PLAN RATES					
		CURRENT		RENEWAL	
Coverage	**Volume**	**Monthly Rate**	**Annual Premium**	**Monthly Rate**	**Annual Premium**
AD&D	$400,000	$0.023/$1000	$110	$0.023/$1000	$110

TRI-COUNTY REGIONAL PLANNING COMMISSION
EST. 1958

Memo

TO: Commissioners
FROM: Eric W. Miller, Executive Director
SUBJECT: General Liability Insurance
Date: February 10, 2017

Background

The Commission's general insurance package currently being provided by Auto Owners Insurance expires on February 28, 2017. The Commission Insurance broker Monge, Crouch & Mahoney Co. as a broker has compared renewal rates for Auto Owner's Insurance, West Bend Insurance and Cincinnati Insurance. The rates are quoted on the attached table.

Our insurance broker is recommending that we consider Cincinnati Insurance to provide our General Liability Insurance for this coming year. The justification behind this recommendation is that Cincinnati Insurance will provide better claim service if a claim is filed. Given that the coverage is less expensive than our last year's rates. I concur with our Brokers recommendation.

Last year, Commission costs for comparable coverage, provided by Auto Owners insurance, was $13,468. The savings to the Commission that Cincinnati Insurance will provide represents almost a 10% savings over last year's costs.

Recommendation

I recommend to the Commission to approve general liability insurance contracts with Cincinnati Insurance for a cost of $12,133.

456 FULTON STREET #401 ▪ PEORIA, IL 61602 ▪ TEL 309-673-9330 ▪ FAX 309-673-9802 ▪ TRICOUNTYRPC.ORG
AN EQUAL OPPORTUNITY EMPLOYER ▪ PRINTED ON RECYCLED PAPER

RESOLUTION 17-33

A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE CONTRACTS WITH CINCINNATI INSURANCE FOR GENERAL INSURANCE POLICIES .

WHEREAS, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, purchases Professional Liability, Directors & Officers, Umbrella(Terrorism), Crime, Automobile, Workers Compensation and Commercial Insurance for insurance coverage, and

WHEREAS, in August 2016, the Commission authorized the selection of Monge, Crouch, & Mahoney as our insurance broker to assist in selecting insurance coverage, and

WHEREAS, the Commission's current general insurance coverage expires on February 29, 2017, and

WHEREAS, Monge, Crouch & Mahoney has received quotes from three qualified carriers and recommends Cincinnati Insurance to provide the Commission with appropriate insurance coverage, and

WHEREAS, Cincinnati Insurance offers the Commission the most competitive rates for Professional Liability, Directors & Officers, Umbrella(Terrorism), Crime, Automobile, Workers Compensation and Commercial Insurance beginning March 1, 2017.

THEREFORE BE IT RESOLVED
That the Commission authorizes the Executive Director to enter into contracts with services for Professional Liability, Directors & Officers, Umbrella(Terrorism), Crime, Automobile, Workers Compensation and Commercial Insurance, for the period March 1, 2017 to February 28, 2018.

Presented this 23rd day of February 2017
Adopted this 23rd day of February 2017

_____
Stephen Van Winkle, Chairman
Tri-County Regional Planning Commission

ATTEST:

_____
Eric Miller, Executive Director
Tri-County Regional Planning Commission

Tri County Regional Planning Commission

2015-2016 POLICY TERM	POLICY TYPE	Auto Owners	West Bend	Cincinnati
$1,059	BOP	$3,106	$1,488	$1,473
$5,465	WC	$5,871	$3,167	$3,629
$1,299	Auto	$1,625	$1,831	$2,335
$200	Crime	$251	Included	$208
$333	Umbrella	$1,978	$300	$500
$3,908	Professional	$3,988	$3,988	$3,988
$12,264	**Totals**	**$16,819**	**$10,774**	**$12,133**

Tri-County Regional Planning Commission

Credit Card Policy

Who is allowed a credit card

Tri-County credit card will be issued to the Executive Director after approval by the Commission. No additional credit card can be issued without prior approval by Commission. Cardholder will be required to sign an application/cardholder agreement (attached) prior to issuance of their card.

Credit Limit

The card will be limited to a maximum of $3,000. Increases to this limit require approval by the Commission.

Card Usage

Credit card will only be used for business purposes. Personal purchases of any type are not allowed. If the card is inadvertently used for an employee's personal expenses, the Commission reserves the right to recover these monies from the employee cardholder. Cardholder will be required to sign a declaration authorizing Tri-County to recover, from their salary, any amount incorrectly claimed.

The following purchases are not allowed:

- Cash advances
- Alcoholic beverages/tobacco products
- Personal items

The following purchases are allowed only with prior consent of the Commission:

- Out-of –State Travel
- Transactions over $999

Only the named cardholder is allowed to make purchases using the Commission credit card. Purchases may be made on behalf of another employee; however, the cardholder should not allow other employees to use their card.

Procedures

Detailed receipts must be retained and attached to the credit card statements. In the case of meals, entertainment and travel, each receipt must include the names of all persons involved in the purchased, and a brief description of the business purpose.

All monthly statements submitted for payment must include the initials of the cardholder, review and the signature of the approving party and the date of approval. Supporting documentation must be completed for bill payment within the 10 days of receipt of the statement to enable timely payment of

amounts due. On-line credentials will be held by the Executive Director, Office Manager, and Payables Clerk in order to ensure that payment may be made during the grace period.

The Executive Director will review and approve the transactions of the Planning Program Manager. The Ways & Means Committee will review and approve the transactions of the Executive Director.

All monthly statements submitted for payment must have the appropriate account number (s) and the associated amounts clearly written on the statement for appropriate posting t o the general ledger.