



MONTGOMERY VILLAGE FOUNDATION, INC.

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February 5, 2021

MEMORANDUM

TO: MVF Personnel Committee

FROM: Dave Humpton, Executive Vice President

SUBJECT: MVF PERSONNEL COMMITTEE MEETING

The next regular session meeting of the Personnel Committee will be held on Wednesday, February 10, 2021 at 7:30 p.m., as a virtual conference call (please see call instructions after agenda).

If you are unable to attend the Personnel Committee meeting, please e-mail Juana Hernandez at jhernandez@mvf.org.

DH/jh

MVF PERSONNEL COMMITTEE

Wednesday, February 10, 2021

7:30 p.m.

Virtual Meeting *Please see instructions after agenda

AGENDA

1. Residents' Time
2. Call to Order
3. Approval of November 16, 2020 Minutes (enclosure)
4. Other Business
5. **Move to Closed Session:**

Pursuant to section 11B-111(4) Real Property, Annotated code of Maryland (Maryland Homeowners Association Act) to –

- i. discussion of matters pertaining to employees and personnel

6. Adjournment

How to connect to the Montgomery Village Foundation Personnel Committee meeting Wednesday, February 10, 2021 | 7:30 p.m.

In light of the COVID-19 health emergency, the Montgomery Village Foundation (MVF) Personnel Committee is holding a virtual meeting for the month of February. This meeting will discuss regular business and include a portion for Residents Time. Please follow the instructions below to participate in the meeting.

Thank you in advance for your patience.

To access the meeting

By Phone

- Dial: **425-436-6364**
- Access Code: **468503***

Please note that due to high call volumes, you may get a busy signal when trying to connect. Please hang up and try again.

If you are unable to connect after several attempts, text the words "**CALL ME**" to the dial in number (**425-436-6364**). When you are called back, you will need to enter the access code. You can also text the word "**HELP**" to the dial in number to receive alternate numbers to call in with.

Alternatively, you can download the **freeconferencecall.com** app and use it to connect on your phone over Wi-Fi, bypassing the need to use a phone carrier. Simply click "**+New**" and enter the dial in number and access code in the appropriate boxes.

By computer or tablet

- Navigate to <https://join.freeconferencecall.com/mconroy60>
- Use your device audio
- Do not activate video

MINUTES OF MEETING
MONTGOMERY VILLAGE FOUNDATION
PERSONNEL COMMITTEE

November 16, 2020

A regular meeting of the Montgomery Village Foundation Personnel Committee was held via conference call at 7:00 p.m. on Monday, Nov. 16, 2020.

Members Present

Pete Webb, President
 Scott Dyer, Vice President
 Glenn Gargan, Past President
 Doniele Ayres, Alternate

Members Absent

Others Present

Dave Humpton, Executive Vice President
 Mike Conroy, Asst. EVP
 Tracy Skalitzky, Director of HR
 Daniel Salazar, CFO

1. Residents' Time

There were no residents present.

2. Call to Order

Mr. Webb called the meeting to order at 7:00 p.m.

3. Review and Approve minutes from July 14, 2020 meeting

Ms. Ayres moved to approve the July 14, 2020 minutes. The motion was seconded and approved unanimously.

4. 2021 Health Benefit Premiums

Ms. Skalitzky reviewed the process used with their insurance broker, Bogart and Brownell and the internal HR team, in reviewing proposed health care plans from United HealthCare, All Savers, and Carefirst BCBS. It was explained there is a cost savings for the majority of staff this year, due to the change from a large group plan (over 50 employees) to a small group plan (under 49 employees). Due to the staff reduction MVF is now back to age banded rates, which reduces the cost for younger staff. The rates will increase for the older staff. Overall, BCBS was

the best suited plan for MVF in 2021. Three BCBS plans were selected to offer MVF employees: a \$4k/\$8k HMO, a \$1.5k/\$3k HMO and a \$1.5k/\$3k PPO.

Mr. Dyer moved to authorize the EVP to negotiate and execute a contract for health care benefits as outlined in the memo. The motion was seconded and approved 3-0-1 with Mr. Webb abstaining.

5. INFORMATION ITEM – 401K Plan Summary

Mr. Humpton noted that AFS 401K provides an annual plan summary, including participation level, number of assets and other information. MVF continues to match dollar-for-dollar up to 6% of employee contributions. The enclosure was informational for the committee and will be included in the next Board packet.

6. Adjournment

There being no further business, the meeting was adjourned at 7:05 p.m.

Mr. Gargan moved to adjourn the meeting at 7:05 p.m. The motion was seconded and approved unanimously.

Tracy Skalitzky
Director of HR