

Upper Delaware Council  
**OPERATIONS COMMITTEE MEETING MINUTES**  
**June 23, 2009**

Committee Members Present: Fluhr, Roeder, Richardson, Wieland, Niflot, Shafer  
Committee Members Absent: Bowers; NPS  
Staff: Douglass, Soete, Coney, Ramie  
Guests: N. Yoder; D. Keesler; F. Peckham

The committee chairperson George J. Fluhr called the meeting to order at 6:41 p.m. A motion by Richardson seconded by Wieland to approve the May 26 meeting minutes was carried. There was no public comment on the agenda.

**Presentation Health Savings Account & Health Reimbursement Arrangement insurance coverage:**

The Council's health insurance broker, at the request of the committee, provided an educational presentation to the committee regarding coverage under health savings accounts (HSA) and health reimbursement arrangement (HRA) health insurance. For purposes of discussion, the carriers used were Emblem Health and Aetna, and information about U.S. Treasury Department and IRS Guidelines for Health Savings Accounts was provided since changes were effective Jan. 1, 2009. The two products are guided by government underwriters. A health savings account is an account that you can put money into to save for future medical expenses. The policies are linked to high deductibles and tax advantages. Since the UDC is tax exempt, there would be no tax break benefit. The HSA contributions can be by employer; employee or other individual. The HRA contributions are by the employer only. The HRA is a fund the employees can use to help pay for eligible health care, dental and prescription expenses. The fund can help employees pay their out-of-pocket medical expenses—deductibles, coinsurance and more. The HRA allows coverage to all employees as designated by the employer. The HSA covers any individual covered by a high-deductible health plan, who is not entitled to Medicare and cannot be claimed as a tax dependent, and who does not have other, non-HSA-compatible health coverage. The HRA is not portable; the HSA is. The HRA has no interest or investment earnings; the HSA does. There was a question and answer session during the presentation. The committee wanted to look further into these health insurance products and discuss at another meeting.

**PR/Fund Raising Specialist's Report:** Ramie provided her report based on the report that was handed out. She reviewed the assistance she provided at the Delaware River Sojourn event that had Day 1 and 2 in the Upper Delaware section. Day plans had to be changed to some extent given the very high water level in the River. The Lord High Admirals special recognition was presented to NPS-Upper Delaware Superintendent Vidal Martinez, and Congressman Chris Carney (D-PA) for the Upper Delaware section. Day 1 saw 50 Sojourn participants; Day 2, 70. "No One Left Inside" was the 2009 sojourn theme. The Sojourn will end June 27 and a de-briefing meeting of the Sojourn Steering Committee will be held sometime in July or August.

Ramie has been working on the UDC and Byway's New York State grants, and she has been providing administrative assistance to the Byway group.

The account executive that was handling the production of the Council's map and guide brochure was able to secure the CDs for the project from the printer that has gone out of business. The account exec is working for another printer now that will most likely submit a reprint proposal. Ramie indicated that there is a good supply of the brochure on hand, and to save money, she felt the Council could wait another year before reprinting the brochure. A motion by Roeder seconded by Wieland to delay the brochure reprint until next year was carried.

**Executive Director's Report:** Douglass briefly reviewed his handed out report. The staff evaluations have been completed. The 2009 Technical Assistance Grants Program application distribution is completed. To save money, the packets were emailed and mailed to a shorter listing and applicants were referred to the UDC website for downloads and other information. The TAG application deadline is July 31; the Project Review Committee will review the applications at its August meeting and recommendations will be made to the full Council at its September meeting. The UDC staff will hold a work session in July to prepare the draft fiscal year 2010 committee work plans. The budget draft was handed out tonight.

**Old Business** None

**New Business**

**Summary of pending bills / financial statements:** The pending bills were reviewed for payment. A motion by Wieland seconded by Niflot to approve the bills for payment was carried. The financial statements for period ended 5-31-09 were handed out for review.

**Draft FY 2010 budget:** The committee received copy of the draft fiscal year 2010 budget for their review.

**Building Subcommittee:** Richardson asked if there was money in the account to have the carpets cleaned; there was; Coney will handle. The drapes will also be cleaned. Coney noted she had issued a status report to the Building Subcommittee and thanked Richardson for following up. Thanks also to John Sundholm, on the subcommittee, who has offered to landscape the hedge at the front of the building pro bono.

**Public Comment** None

**Adjourn** A motion by Roeder seconded by Shafer to adjourn the meeting at 7:42 p.m. was carried.

Carol Coney, Office Manager