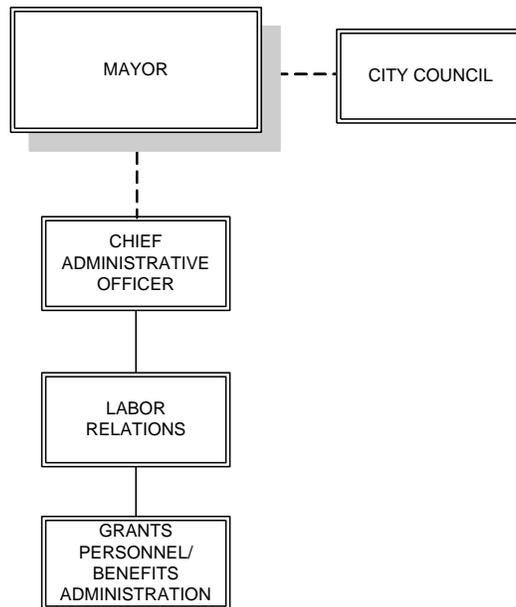


GENERAL FUND BUDGET  
GRANTS PERSONNEL /  
BENEFITS ADMINISTRATION

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MISSION STATEMENT

The Benefit Administration Office administers the group benefits and workers' compensation programs for the City and manages the benefits and workers' compensation expenditures for both the City and the Board of Education. The mission of the Benefits Office is to assure accurate, timely and efficient administration of employee benefit programs at fair cost to both the City's taxpayers, and its active and retired employees and their eligible dependents and to manage the distribution of financial resources in the delivery of these benefits with frugality, skill and professional judgment.



GENERAL FUND BUDGET  
GRANTS PERSONNEL/BENEFITS

BUDGET DETAIL

Janet Finch / Richard Weiner  
Managers

REVENUE SUMMARY

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*Not applicable.*

APPROPRIATION SUMMARY

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ORG DESC	APPR DESC	FY2009	FY2010	FY2011	VARIANCE TO	
		ACTUAL	BUDGET	MAYOR PROPOSED	FY2011 ADOPTED	FY2010 BUDGET
<b>'01075000 HEALTH BENEFITS ADMINISTRATION</b>		<b>42,704,097</b>	<b>19,444,716</b>	<b>19,304,769</b>	<b>19,304,769</b>	<b>-139,947</b>
	1075PS BENEFITS PERS SVCS	357,719	468,734	639,306	639,306	170,572
	2075TPS BENEFITS OTHER PERS SVCS			10,425	10,425	10,425
	3075FB BENEFITS FRINGE BENEFITS	42,293,333	18,793,893	18,603,331	18,603,331	-190,562
	4075EX BENEFITS OPER EXP	21,376	39,894	13,054	13,054	-26,841
	6075SS BENEFITS SPEC SVCS	31,669	142,195	38,653	38,653	-103,542
<b>'01080000 EMPLOYEE &amp; ORGANIZATIONAL DEVELOPMENT</b>		<b>5,599</b>	<b>47,693</b>	<b>24,520</b>	<b>24,520</b>	<b>-23,173</b>
	1080PS EOD PERS SVCS		15,000			-15,000
	4080EX EOD OPER EXP	5,599	30,300	22,725	22,725	-7,575
	6080SS EOD SPECIAL SERVICES		2,393	1,795	1,795	-598

PERSONNEL SUMMARY

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Job Description	FTE FY	FTE FY	VAC	NEW	UNF	FY 2010	FY 2011	VARIANCE
	2010	2011				CURRENT	ADOPTED	
BENEFITS MANAGER	1.0	1.0				83,855	87,225	3,369
SENIOR PAYROLL ADMINISTRATOR	1.0	1.0				47,577	48,283	706
ADMINISTRATIVE ASSISTANT	1.0	1.0				38,598	39,170	572
HUMAN RESOURCE MANAGER	1.0	1.0				96,885	100,778	3,893
EMPLOYEE SERVICES COORDINATOR	1.0	1.0				47,663	48,369	707
BENEFITS COORDINATOR	1.0	1.0				51,238	51,998	760
CLERK A	2.0	2.0				58,650	51,214	-7,436
HUMAN RESOURCES GENERALIST	1.0	1.0				44,267	45,200	933
PAYROLL MANAGER		1.0					83,535	83,535
SYS. APPLICATIONS/ TABLE DEVELOPER		1.0		1.0			83,535	83,535
	<b>9.0</b>	<b>11.0</b>		<b>1.0</b>	<b>TOTALS</b>	<b>468,734</b>	<b>639,306</b>	<b>170,573</b>

**GENERAL FUND BUDGET**  
**GRANTS PERSONNEL/BENEFITS** **PROGRAM HIGHLIGHTS**

SERVICE INDICATORS	ACTUAL 2005-2006	ACTUAL 2006-2007	ACTUAL 2007-2008	ACTUAL 2008-2009	ESTIMATED 2009-2010
<b>BENEFITS OFFICE</b>					
Number of plans managed	12	12	14	14	14
Annual Expenditure City and BOE, Active & Retired, Group & WC	\$75,489,237	\$80,536,660	\$86,223,264	\$86,641,700	\$94,167,071
Annual Expenditure City and BOE, Active & Retired, Group Only	\$65,438,759	\$69,318,675	\$73,821,688	\$75,565,571	\$82,146,215
Annual Expenditure City and BOE, Active & Retired, WC Only	\$10,050,478	\$11,217,985	\$12,401,576	\$11,076,129	\$12,020,856
Annual group benefit expenses for City & BOE Employees Only]	\$41,544,206	\$41,776,563	\$44,752,996	\$45,466,267	\$50,239,650
City and BOE Employees under administration	4,584	4,536	4,352	4,078	4,078
Annual benefit cost per active employee	\$9,063	\$9,210	\$10,215	\$11,149	\$12,320
Annual group benefit expenses for retired employees	\$24,130,200	\$26,743,768	\$29,451,573	\$30,099,304	\$31,906,565
Annual benefit cost per Medicare-eligible retired employee	\$3,551	\$3,719	\$3,986	\$3,452	\$4,184
Annual benefit cost per non-Medicare retired employee	\$12,044	\$15,420	\$10,582	\$15,600	\$17,973
Medicare-Eligible Retirees	2,071	2,137	2,220	2,298	2,298
Non-Medicare Eligible Retirees	1,393	1,219	1,425	1,345	1,421
Medicare-B reimbursements processed	733	758	759	\$781	784
Medicare-D subsidies requested	\$132,367	\$802,669	\$652,502	\$1,007,079	\$750,000
Plans eligible for Medicare-D subsidy	4	4	4	4	4
New Programs in effect producing savings	4	3	2	2	4
Cost savings from programs implemented	\$1,703,300	\$1,750,510	\$1,865,420	\$2,700,000	\$2,400,000
Retirement orientations conducted	15	37	26	41	40
COBRA enrollments administered	32	30	43	63	38
Insurance invoices prepared- number	144	139	150	173	173
Insurance invoices prepared - \$ volume	\$5,246,182	\$5,074,073	\$5,745,335	\$6,353,505	\$8,626,657
Wire transfers prepared - number	230	194	194	230	230
Wire transfers prepared - \$ volume	\$70,254,576	\$71,824,316	\$78,848,185	\$72,391,577	\$85,452,870
ASO reports prepared	60	60	60	60	60
Worker's Compensation Open Claims: start of year	229	318	560	601	682
Worker's Compensation Open Claims: end of year	318	560	576	682	622
WC Indemnity claims active at start of year	203	274	396	393	360
WC Indemnity claims filed (new)	175	174	125	106	100
WC Indemnity claims active at year end	274	396	391	360	375
WC Medical claims active at start of year	26	44	164	208	322
WC Medical claims filed (new)	532	475	539	493	450
WC Medical claims active at year end	44	164	185	322	300
WC Indemnity payments	\$3,231,104	\$3,758,830	\$3,356,374	\$3,028,519	\$3,400,000
WC Medical payments	\$3,507,736	\$3,268,161	\$4,503,524	\$3,616,505	\$4,800,000
WC Medical bills reviewed	13,189	14,741	14,202	11,470	11,500
Savings from Medical bill reviews	\$1,605,378	\$1,915,951	\$1,686,488	\$1,735,490	\$2,000,000
WC Cases settled/stipulated	4	11	6	7	5
H & H Medical claims active at start of year	98	89	71	63	69
H&H Medical claims filed (new)	19	23	2	3	4
H&H Medical claims active at year end	102	90	73	69	77
H&H Indemnity claims active at start of year	239	244	247	266	254
H&H Indemnity claims active at year end	233	247	266	254	255
H&H Indemnity claims filed (new)	3	2	14	7	14
Heart & Hypertension Payments	\$2,684,086	\$3,270,880	\$3,356,374	\$2,624,931	\$3,100,000
No. of cap payments processed for H&H recipients		39	32	7	26
Safety meetings attended	116	78	65	76	60
WC accident investigation conducted	197	403	414	401	400
Accident prevention training sessions conducted	25	3	3	14	10
Workers Compensation Provider meeting conducted	25	9	3	1	3
Transitional duty assignments administered	242	263	203	186	225

FY 2010-2011 GOALS

- 1) Complete the implementation of the new medical plan on a timely basis.
- 2) Conduct an audit of workers compensation paid claims.
- 3) Continue participation in the Medicare-D Retiree Drug Subsidy.
- 4) Review the benefit of continuing participation with the Fully Insured Medicare Advantage HMO.

FY 2009-2010 GOAL STATUS

- 1) Complete the dependent audit for the City's health plans. Dependent audits are a simple way to rein in health care costs, and some estimates find that audits turn up 5-12% of employees have an ineligible dependent on the company health care plan.  
6 MONTH STATUS: 139 people were removed from the plan which is approximately 2.2% of the number of dependents enrolled. This represents an annual savings in the range of \$400,000 to \$800,000.
- 2) Issue an RFP for medical plan carrier, complete selection process and conclude new contract with the vendor.  
6 MONTH STATUS: The selection process is about 95% completed. A decision should be rendered shortly.
- 3) Complete new benefit plan summary for the medical plan.  
6 MONTH STATUS: A new summary will be prepared in fiscal year 2010-11 by the new medical provider.
- 4) Continue participation in the Medicare-D Retiree Drug Subsidy Program.  
6 MONTH STATUS: We have continued our participation in the plan for fiscal year 2010-11. Thus far in FY-10 the City has received \$235,500 in revenues.
- 5) Analyze existing group benefit contracts to determine potential opportunities for savings through re-negotiation of contracts or pursuit of RFP process.  
6 MONTH STATUS: Three contracts were concluded in fiscal year 2009-2010: Prescription Benefits, Short term & long term disability benefits and group life insurance benefits. The prescription plan savings amount to approximately \$1.7 million per year; disability benefits savings are \$10,600 per year and group life savings are \$120,400 per year.

GENERAL FUND BUDGET  
GRANTS PERSONNEL/BENEFITS                      APPROPRIATION SUPPLEMENT

ORG	OBJECT DESC	FY2009	FY2010	FY2011	FY2011	VARIANCE TO
		ACTUAL	BUDGET	MAYOR PROPOSED	COUNCIL ADOPTED	FY2010 BUDGET
<b>'01075000</b>	<b>HEALTH BENEFITS ADMINISTRATION</b>	<b>42,704,097</b>	<b>19,444,716</b>	<b>19,304,769</b>	<b>19,304,769</b>	<b>-139,947</b>
	'51000 FULL TIME EARNED PAY	357,667	468,734	639,306	639,306	170,572
	51028 FT RETROACTIVE PAY	53	0	0	0	0
	'51140 LONGEVITY PAY	0	0	10,425	10,425	10,425
	52002 DENTAL HMO - CITY ACTIVE	168,600	0	0	0	0
	'52004 DENTAL HMO - WPCA ACTIVE	900	1,000	0	0	-1,000
	52006 DENTAL HMO - CITY GRANTS	18,300	0	0	0	0
	'52008 DENTAL HMO - COBRA/RETIREE	6,500	1,500	400	400	-1,100
	'52016 DENTAL HMO - BOE GRANTS	3,200	4,800	0	0	-4,800
	52018 DENTAL PPO FEE- CITY ACTIVE	38,800	0	0	0	0
	'52020 DENTAL PPO FEE - WPCA ACTIVE	200	200	0	0	-200
	52022 DENTAL PPO FEE- CITY GRANTS	7,300	0	0	0	0
	'52024 DENTAL PPO - COBRA/RETIREE	2,000	1,100	2,100	2,100	1,000
	'52032 DENTAL PPO - BOE GRANTS	12,700	11,600	0	0	-11,600
	52102 VISION FEE - CITY ACTIVE	10,800	0	0	0	0
	'52104 VISION FEE - WPCA ACTIVE	1,300	100	0	0	-100
	52106 VISION FEE - CITY GRANTS	10,200	0	0	0	0
	'52108 VISION FEE - COBRA/RETIREE	100	400	600	600	200
	'52114 VISION FEE - BOE GRANTS	2,200	1,900	0	0	-1,900
	'52124 VISION CLMS-BOE GRANTS	15,000	16,100	0	0	-16,100
	52126 VISION CLMS-CITY ACTIVE	84,700	0	0	0	0
	'52127 VISION CLMS-WPCA	500	900	0	0	-900
	'52129 VISION CLMS-CITY RETIREES	3,800	3,000	5,200	5,200	2,200
	52130 VISION CLMS-CITY GRANTS	18,300	0	0	0	0
	52154 LIFE INSURANCE CIVIL SERVICE	196,993	0	0	0	0
	52155 LIFE INSURANCE GRANT EMPLOYEES	22,700	0	0	0	0
	52156 LIFE INSURANCE CITY DISABLED	42,000	0	0	0	0
	'52162 CLMS DNLT- BOE GRANTS	352,100	233,000	0	0	-233,000
	52164 CLMS DNLT- CITY ACTIVE	853,800	0	0	0	0
	52165 CLMS DNLT- CITY GRANTS	141,700	0	0	0	0
	'52166 CLMS DNLT- CITY RETIREES	17,800	25,000	44,600	44,600	19,600
	'52169 CLMS DNLT- WPCA	13,200	7,000	0	0	-7,000
	52202 ST DISABILITY UNAFFILIATED	20,700	0	0	0	0
	52203 ST DISABILITY TEAMSTERS	1,900	0	0	0	0
	52204 LT DISABILITY UNAFFILIATED	32,400	0	0	0	0
	52205 LT DISABILITY TEAMSTERS	2,600	0	0	0	0
	52206 HCRA	25,000	0	0	0	0
	52250 H& H MEDICAL - POLICE	1,249,600	0	0	0	0
	52252 H& H MEDICAL - FIRE	905,000	0	0	0	0
	52254 H & H INDEMNITY - POLICE	544,300	0	0	0	0
	52256 H & H INDEMNITY FIRE	650,900	0	0	0	0

GENERAL FUND BUDGET  
GRANTS PERSONNEL/BENEFITS                      APPROPRIATION SUPPLEMENT

ORG	OBJECT DESC	FY2009	FY2010	FY2011	FY2011	VARIANCE TO
		ACTUAL	BUDGET	MAYOR PROPOSED	COUNCIL ADOPTED	FY2010 BUDGET
<b>'01075000 HEALTH BENEFITS ADMINISTRATION</b>		<b>42,704,097</b>	<b>19,444,716</b>	<b>19,304,769</b>	<b>19,304,769</b>	<b>-139,947</b>
	'52258 STATE OF CT ANNUAL ASMT FEE	228,200	236,000	300,000	300,000	64,000
	'52260 CT 2ND INJURY FUND ASSESSM	509,600	357,800	270,200	270,200	-87,600
	'52262 WORKERS' COMP ADM FEE	750,000	500,000	479,000	479,000	-21,000
	52266 WORKERS' COMP INDM - BOE N	575,200	0	0	0	0
	52268 WORKERS' COMP INDM - FIRE	94,100	0	0	0	0
	'52270 WORKERS' COMP INDM - GEN G	59,100	98,000	99,800	99,800	1,800
	52272 WORKERS' COMP INDM - HEALT	1,063,800	0	0	0	0
	52274 WORKERS' COMP INDM - POLIC	757,000	0	0	0	0
	52276 WORKERS' COMP INDM - PUB F	70,200	0	0	0	0
	'52278 WORKERS' COMP INDM - WPCA	0	31,000	0	0	-31,000
	52284 WORKERS' COMP MED - FIRE	716,600	0	0	0	0
	'52286 WORKERS' COMP MED - GEN GO	200,900	223,000	205,500	205,500	-17,500
	52288 WORKERS' COMP MED - HEALTH	103,000	0	0	0	0
	52290 WORKERS' COMP MED - POLICE	1,402,800	0	0	0	0
	52292 WORKERS' COMP MED - PUB FA	831,800	0	0	0	0
	'52294 WORKERS' COMP MED - WPCA	7,100	1,000	0	0	-1,000
	'52360 MEDICARE	0	5,256	7,727	7,727	2,471
	'52361 MEDICARE PART B REIMB FIRE/POL	885,000	885,000	920,300	920,300	35,300
	'52385 SOCIAL SECURITY	0	0	9,338	9,338	9,338
	'52402 RX CLAIMS - BOE GRANTS	525,000	624,000	0	0	-624,000
	52406 RX CLAIMS - CITY ACTIVE	2,341,100	0	0	0	0
	'52408 RX CLAIMS - WPCA	18,900	22,000	0	0	-22,000
	52412 RX CLAIMS - CITY GRANTS	402,400	0	0	0	0
	'52418 RX ADM - BOE GRANTS	500	500	0	0	-500
	52422 RX ADM - CITY ACTIVE	9,400	0	0	0	0
	'52426 RX ADM - RETIREES	8,900	8,900	6,300	6,300	-2,600
	52428 RX ADM - CITY GRANTS	1,900	0	0	0	0
	52433 RX COBRA/RETIREES	26,100	0	0	0	0
	'52436 RX CLAIMS - CITY RET & COBRA	5,000	1,657,000	2,352,600	2,352,600	695,600
	'52504 MERF PENSION EMPLOYER CONT	2,228,500	30,756	48,565	48,565	17,809
	'52700 HEALTH ASO FEES: BOE GRANTS	134,500	164,900	0	0	-164,900
	52702 HEALTH ASO FEES: CITY ACTIVE	442,800	0	0	0	0
	'52703 HEALTH ASO FEES: WPCA ACTIVE	2,800	3,000	0	0	-3,000
	'52704 HEALTH ASO FEES: CITY RETIREES	277,300	296,700	320,400	320,400	23,700
	52706 HEALTH ASO FEES: CITY GRANTS	83,400	0	0	0	0
	'52709 HEALTH ASO FEES: WORKERS COMP	2,500	3,800	4,200	4,200	400
	'52710 CLMS MENTAL HEALTH - BOE GRANT	55,600	86,500	0	0	-86,500
	52712 HEALTH BENEFITS WASH ACCOUNT	1,300	0	0	0	0
	52720 CLMS MENTAL HEALTH - CITY ACTI	413,500	0	0	0	0
	'52725 CLMS MENTAL HEALTH - WRKR COMP	0	131,500	0	0	-131,500
	'52730 CLMS MENTAL HEALTH - WPCA	700	2,000	0	0	-2,000
	'52740 CLMS MENTAL HEALTH - CITY RETI	256,200	394,300	0	0	-394,300
	52745 CLMS MENTAL HEALTH - CITY GRAN	111,300	0	0	0	0

GENERAL FUND BUDGET  
GRANTS PERSONNEL/BENEFITS                      APPROPRIATION SUPPLEMENT

ORG	OBJECT DESC	FY2009	FY2010	FY2011	FY2011	VARIANCE TO
		ACTUAL	BUDGET	MAYOR PROPOSED	COUNCIL ADOPTED	FY2010 BUDGET
<b>'01075000 HEALTH BENEFITS ADMINISTRATION</b>		<b>42,704,097</b>	<b>19,444,716</b>	<b>19,304,769</b>	<b>19,304,769</b>	<b>-139,947</b>
	'52760 CLAIMS CHIROPRACTIC - BOE GRNT	31,200	45,300	0	0	-45,300
	52770 CLMS CHIROPRACTIC - CITY ACTIV	121,000	0	0	0	0
	'52780 CLAIMS CHIROPRACTIC - WPCA	3,900	400	0	0	-400
	'52790 CLMS CHIROPRACTIC - CITY RETIR	55,100	79,000	0	0	-79,000
	52795 CLMS CHIROPRACTIC - CITY GRANT	34,900	0	0	0	0
	'52810 CLMS SKLD NURSING-BOE GRNT	200	212,600	0	0	-212,600
	'52860 CLAIMS DR/HSPTLS - BOE GRANTS	2,443,100	3,024,700	0	0	-3,024,700
	52870 CLAIMS DR/HSPTLS - CITY ACTIVE	10,588,037	0	0	0	0
	'52875 CLAIMS DR/HSPTLS - WORKER COMP	64,300	69,000	309,100	309,100	240,100
	'52880 CLAIMS DR/HSPTLS - WPCA ACTIVE	69,500	126,100	0	0	-126,100
	'52890 CLAIMS DR/HSPTLS-CITY RETIREES	10,567,800	11,516,200	8,866,777	8,866,777	-2,649,423
	'52891 MEDICAL MEDICARE RETIREES F/P	908,800	1,237,000	1,515,900	1,515,900	278,900
	'52892 MEDICAL MEDICARE CSG	731,100	1,036,000	1,321,400	1,321,400	285,400
	'52893 RX MEDICARE F/P	317,000	582,000	661,300	661,300	79,300
	'52894 RX MEDICARE CSG	1,356,000	1,643,000	1,642,300	1,642,300	-700
	52895 CLAIMS DR/HSPTLS - CITY GRANTS	1,848,100	0	0	0	0
	'52898 ASO FEES:MEDICAL MEDICARE F&P	38,500	48,000	40,600	40,600	-7,400
	'52899 ASO FEES:MEDICAL MEDICARE CSG	51,400	51,000	53,700	53,700	2,700
	52916 EMPLOYEE ASSISTANCE PROGRAM	38,000	0	0	0	0
	'52916 EMPLOYEE ASSISTANCE PROGRAM	0	0	38,000	38,000	38,000
	'52917 HEALTH INSURANCE CITY SHARE	0	62,806	92,301	92,301	29,495
	52920 HEALTH BENEFITS BUYOUT	41,375	0	0	0	0
	'52920 HEALTH BENEFITS BUYOUT	0	0	30,000	30,000	30,000
	52921 HEALTH CAPITATION: BOE GRANTS	50,300	0	0	0	0
	52923 HEALTH CAPITATION: CITY ACTIVE	175,000	0	0	0	0
	52924 HEALTH CAPITATION: WPCA ACTIVE	1,200	0	0	0	0
	52925 HEALTH CAPITATION: CITY RETIRE	74,100	0	0	0	0
	'52926 HEALTH CAPITATION: CITY GRANTS	28,900	1,189,606	-1,044,877	-1,044,877	-2,234,483
	52929 HEALTH CAPITATION: WORKER COMP	800	0	0	0	0
	'52931 CITY/GRANTS EMPLY HEALTH COPAY	-8,428,372	-8,199,331	0	0	8,199,331
	'53605 MEMBERSHIP/REGISTRATION FEES	0	2,500	1,875	1,875	-625
	'53705 ADVERTISING SERVICES	13,413	25,000	0	0	-25,000
	'53710 OTHER COMMUNICATION SERVICES	298	2,500	1,875	1,875	-625
	'53750 TRAVEL EXPENSES	0	225	169	169	-56
	'53905 EMP TUITION AND/OR TRAVEL REIM	0	500	375	375	-125
	'54595 MEETING/WORKSHOP/CATERING FOOD	0	500	375	375	-125
	'54675 OFFICE SUPPLIES	3,194	3,750	3,750	3,750	0
	55055 COMPUTER EQUIPMENT	340	0	0	0	0
	'55155 OFFICE EQUIPMENT RENTAL/LEAS	4,131	4,919	4,635	4,635	-284
	'56090 ACTUARIAL SERVICES	8,500	13,500	13,500	13,500	0
	'56100 AUDITING SERVICES	7,500	0	0	0	0
	'56115 HUMAN SERVICES	7,225	19,716	10,000	10,000	-9,716
	'56165 MANAGEMENT SERVICES	8,349	102,500	10,000	10,000	-92,500
	'56175 OFFICE EQUIPMENT MAINT SRVCS	95	5,399	4,073	4,073	-1,326
	'59015 PRINTING SERVICES	0	1,080	1,080	1,080	0

GENERAL FUND BUDGET  
GRANTS PERSONNEL/BENEFITS                      APPROPRIATION SUPPLEMENT

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