


CITY COUNCIL
CITY AND COUNTY OF HONOLULU
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June 8, 2009

TO: Mr. Clayton Wong, Fiscal Administrator

FROM: Councilmember Donovan M. Dela Cruz 

RE: Report on 2009 Western Interstate Region (WIR) Annual Conference –
Umatilla County, Pendleton, Oregon, May 20-22, 2009

Attached is the report and findings of the 2009 Western Interstate Region (WIR) Annual Conference attended in Umatilla County, Pendleton, Oregon, May 20-22, 2009.

If you have questions regarding the foregoing, please do not hesitate to call me directly.

Attachment

WIR Annual Conference – Pendleton, Oregon

Wednesday, May 20, 2009

Attended NACo/WIR Board of Directors Reception

Thursday, May 21, 2009

Registration

Opening General Session

NACo Board Forum

- The Governance and Structure Task Force presented its recommendations at the NACo Board Forum for any board members who wanted further discussion and clarifications on this subject matter before its vote at the NACo Board of Directors meeting.
- Members of the Task Force were available to answer questions

Attended Luncheon

NACo/NACoRF Board of Directors Business Meeting

- Discussed various topics such as:
 - Approval of minutes from the Board of Directors' meeting at the Legislative Conference, March 9, 2009
 - Adopted the following committee reports:
 - Audit Committee
 - Recommended that NACo stay with Tate & Tryon as the association's independent auditor but rotate staff and negotiate a multiyear engagement that would lock in the fees for that period of time
 - Recommended that NACo establish a American Express program for employees of need
 - Financial Report
 - For the first quarter of 2009, NACo had a net income of \$614,410 on revenue of \$5,479,058 and expenses of \$4,120,637
 - Operating income is \$402,408 lower than first quarter 2007, based on slower payment of sponsorships and membership dues.
 - Reviewed report from the NACo Governance and Structure Task Force
 - The task force is composed of 25 members from 21 states
 - The task force met 5 times to discuss changes to certain board policies and bylaws amendments for implementation

- The task force focused on 3 major areas:
 - Leadership selection
 - Leadership authority
 - Organizational issues
- Task Force Recommendation:
 - Candidates for the position of Second Vice President:
 - Notify the NACo President in writing of his or her intent to run for NACo Second Vice President between January 1st and January 31 of the election year
 - Include in the letter a resume or other description stating how the candidate's background and experience meets or exceeds the certification requirements established by the Board of Directors
 - Voluntarily agree to limit non-travel-related expense to no more than \$25,000
 - Agree to complete a candidate certification questionnaire
 - Agree to the campaigning, and spending campaign funds, would be restricted to a specific period
 - All candidates' letter of intent and completed questionnaire be published in a February edition of *County News* and posted on the NACo website
 - Specify the procedure for challenging an election at the Annual Conference Business Meeting
 - Review the current criteria established for recognizing affiliate organizations
 - Develop guidelines, to be approved by the Board of Directors, for the presidential appointments of steering committee chairs and vice chairs
 - Direct NACo staff to compile and publish an Administrative Procedures Manual for adoption by the board of directors
 - The Board of Directors should review the existing guidelines, expectations, and responsibilities for members for the NACo Board of Directors, modify them as necessary and reaffirm them
 - Revised the process for reporting actions and votes taken by steering committees, to require that minority votes be reported to the Board of Directors sitting as a resolutions committee, and permitting a minority report if there is a "substantial voting minority – defined as 25% of those present and voting

- Decrease the number of elected officers of NACo to four: the President, First Vice President, Second Vice President and Immediate Past President
 - Increase the size of the Executive Committee by adding four regional (geographical) members among the members of the Board of Directors and define their responsibilities
 - NACo Board of Directors should establish the certification requirements for potential candidates for NACo office
 - Amend the NACo bylaws to indicate that the President is the chief elected officer of the organization and that the Executive Director is the chief executive officer
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- NACo Dental Discount Card Program Task Force
 - **Dental Plan**
 - The Board chose Careington as the vendor to partner with NACo to offer the discount dental program to member counties and their residents.
 - Careington was selected for its combination of discounts, the size of its network of dentists and its track record of administering discount dental programs.
 - The Careington program offers an average discount on dental services of 38 percent through a network of 62,000 dentists. The firm can include another 18,000 dentists by adding another network with which it is associated.
 - Careington has dentists in all but two states — Vermont and Montana — and has expressed a willingness to recruit dentists in Montana for its network with NACo's assistance.
 - The program will work differently than NACo's free prescription drug card program.
 - An individual would pay an annual fee of \$59 for the discount card.
 - With the card, the individual gets a discount on a full schedule of services.
 - A consultant, working with NACo on the program, determined that if the individual spends \$170 on dental services in a year, then the card would pay for itself through the savings.
 - The fee for a family of two or more people would be \$69 per year.
 - Careington was recommended by a task force of county officials, chaired by Kent County, Del. Commissioner Alan Angel, following a bid and review process and the assistance of an outside consultant.

- The Board authorized NACo staff to negotiate a contract with Careington to launch the program.
- NACo will begin the one-year pilot program with 30–35 counties participating.

- Reviewed Membership Committee Report
 - Membership Numbers:
 - As of April 28th, NACo had 2,345 county, parish, and borough members
 - Retention is difficult because of the recession
 - NACo Prescription Drug Discount Card Program:
 - As of April 28th, 1,191 counties, parishes and boroughs have signed on to the program, while another 1,000 counties have inquired about participating
 - Month-end March totals how the program has saved more than \$170 million on more than 15 million prescriptions for an overall average savings of 23.6%

- Executive Session Item:
 - Recommendation on the Performance Evaluation of the Executive Director of NACo

WIR Conference-Wide Event

Friday, May 22, 2009

Returned back to Honolulu

City Council
City and County of Honolulu

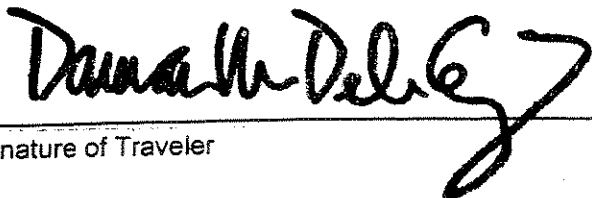
CLAIM FOR TRAVEL REIMBURSEMENT

Date: 6/4/09

Traveler: Donovan Dela Cruz
 Event: 2009 NACO Western Interstate Region Conference
 Location: Pendleton, OR
 Dates: From 5/20/09 8:00 am To 5/22/09 8:30 pm

Description	Amount	Notes
1. Registration Fee	420.00	Online registration attached
2. Airfare	1338.41	DR: 5/19/09 10:00 pm RT: 5/22/09 7:47 pm
3. Hotel	210.10	Rate: 105.05 No. of Billable Days: 2
4. Meals	82.27	Receipts attached
5. Ground Transportation		
6. Tips	16.00	
7. Other	9.95	Baggage insurance premium
Other	9.95	Travel delay
Other	14.99	Airflight insurance premium
8. Adjustment		
TOTAL REIMBURSEMENT	2101.67	

This is to certify that the above data, based upon receipts submitted to Council Administrative Support Services via a CCLTRVL02 form, is accurate. Further, I am claiming reimbursement for expenses associated with a trip in which City business was conducted and personal funds were used to advance payment:



Signature of Traveler

Date