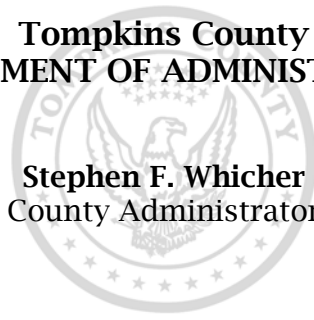


Tompkins County
DEPARTMENT OF ADMINISTRATION



Paula E. F. Younger
Deputy County Administrator

Stephen F. Whicher
County Administrator

Shawn Martél Moore
Deputy County Administrator

125 East Court Street, Ithaca, New York 14850

Phone: (607) 274-5551 Fax: (607) 274-5558

June 1, 2007

Mr. Kyle Wilber
New York State Department of State
Division of Local Government Services
41 State Street
Albany, NY 12231

Dear Mr. Wilber:

On behalf of the Tompkins County Council of Governments (TCCOG), I am pleased to submit a grant application under the Shared Municipal Services Incentive (SMSI) – Local Health Insurance Program.

I am confident that our application is especially strong because:

- § Every municipality in the county, and the County of Tompkins, has committed to participate in the project;
- § The project design is very portable to other counties and;
- § Most important, the potential municipal cost savings are impressive (nearly \$5.3 million).

This project represents a leap forward for inter-municipal cooperation involving Tompkins County and its municipalities. After more than a year of work, TCCOG was formed in August of this year to provide a forum for discussion and negotiation leading to agreements to achieve more efficient and fiscally responsible delivery of government services. As its highest priority, TCCOG resolved to enter into an agreement to explore forming a Health Care Consortium to reduce the cost for providing health insurance coverage for the municipalities in Tompkins County.

The SMSI grant will provide essential funding to complete this project at a time when local governments, which must meet the immediate demands of existing programs, find it very difficult to allocate funds to develop pilot projects holding the promise of long-term benefit. Your incentive award will enable this effort to proceed from discussion to implementation in an efficient yet innovative fashion.

Please contact me if further information is needed. Thank you for considering our request.

Sincerely,

Stephen F. Whicher
County Administrator

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**NYS Department of State
Shared Municipal Services
Incentive Grant Program
2006-2007**

DO NOT WRITE IN THIS SPACE

Application Number

Date Received

A. Lead Applicant Information TOMPKINS COUNTY

Name of Municipality:

County of Tompkins

Federal Tax ID Number:

15-6000469

Address:

**Tompkins County Administration
125 East Court Street
Ithaca, NY 14850**

Telephone Number/Extension:

607-274-5551

Fax Number:

607-274-5558

Type of Municipality:

- City School District
 Town Fire District
 Village Fire Protection District
 County Fire Alarm District
 Special Improvement District

County or Counties:

County of Tompkins

Senate District(s):

51st, 53rd, and 54th

Assembly District(s):

125th

B. Lead Applicant Contact Person

Name of Contact Person:

Stephen Whicher

Telephone Number/Extension:

607-274-5551

Title:

County Administrator

Fax Number:

607-274-5558

Address: **Tompkins County Administration**

**125 East Court Street
Ithaca, NY 14850**

E-Mail Address:

swhicher@Tompkins-Co.org

C. General Project Information

Grant Category:

- Shared Municipal Services Incentive Awards
 Shared Highway Services Incentive Awards
 Local Health Insurance Incentive Awards
 Countywide Shared Services Incentive Awards

Project Title (No more than 20 words):

Tompkins County Healthcare Consortium

Provide a brief summary statement that describes the project (Not more than 3 sentences):

Tompkins County and its 16 municipalities, working as the Tompkins County Council of Governments, seek to establish a healthcare consortium to develop and implement a comprehensive employee health insurance program. It is expected that this initiative will achieve cost savings and increased efficiency through shared services, improved municipal efficiency and streamlined program design.

Name of Lead Applicant: TOMPKINS COUNTY	
D. Co-Applicants: Other Municipalities Participating in the Grant Application (Only needed for appropriate Award Category)	
(1) Co-Applicant Municipality: City of Ithaca	Federal Tax ID Number: 15-6000407
Address: 108 East Green Street Ithaca, NY 14850	Telephone Number/Extension: 607-274-6570
Type of Municipality: <input checked="" type="checkbox"/> City <input type="checkbox"/> School District <input type="checkbox"/> Town <input type="checkbox"/> Fire District <input type="checkbox"/> Village <input type="checkbox"/> Fire Protection District <input type="checkbox"/> County <input type="checkbox"/> Fire Alarm District <input type="checkbox"/> Special Improvement District	Fax Number: 607-272-7348 E-Mail Address: <u>mayor@CityofIthaca.org</u>
(2) Co-Applicant Municipality: Village of Cayuga Heights	Federal Tax ID Number: 15-6001283
Address: 836 Hanshaw Road Ithaca, NY 14850	Telephone Number/Extension: 607-257-1238
Type of Municipality: <input type="checkbox"/> City <input type="checkbox"/> School District <input type="checkbox"/> Town <input type="checkbox"/> Fire District <input checked="" type="checkbox"/> Village <input type="checkbox"/> Fire Protection District <input type="checkbox"/> County <input type="checkbox"/> Fire Alarm District <input type="checkbox"/> Special Improvement District	Fax Number: 607-257-4910 E-Mail Address: <u>Clerk@Cayuga-Heights.ny.us</u>
(3) Co-Applicant Municipality: Village of Dryden	Federal Tax ID Number: 15-6001301
Address: 15 South Street PO Box 820 Dryden, NY 13053	Telephone Number/Extension: 607-844-8122
Type of Municipality: <input type="checkbox"/> City <input type="checkbox"/> School District <input type="checkbox"/> Town <input type="checkbox"/> Fire District <input checked="" type="checkbox"/> Village <input type="checkbox"/> Fire Protection District <input type="checkbox"/> County <input type="checkbox"/> Fire Alarm District <input type="checkbox"/> Special Improvement District	Fax Number: 607-844-8120 E-Mail Address: <u>info@Dryden-ny.org</u>

Name of Lead Applicant: TOMPKINS COUNTY	
D. Co-Applicants: Other Municipalities Participating in the Grant Application (Only needed for appropriate Award Category)	
(4) Co-Applicant Municipality: Village of Freeville	Federal Tax ID Number: 16-0927950
Address: PO Box 288 5 Factory Street Freeville, NY 13068	Telephone Number/Extension: 607-844-8301
Type of Municipality: <input type="checkbox"/> City <input type="checkbox"/> School District <input type="checkbox"/> Town <input type="checkbox"/> Fire District <input checked="" type="checkbox"/> Village <input type="checkbox"/> Fire Protection District <input type="checkbox"/> County <input type="checkbox"/> Fire Alarm District <input type="checkbox"/> Special Improvement District	Fax Number: 607-844-4971
	E-Mail Address: <u>VillageFreeville@frontiernet.net</u>
(5) Co-Applicant Municipality: Village of Groton	Federal Tax ID Number: 15-6001315
Address: 108 East Cortland Street PO Box 100 Groton, NY 13073	Telephone Number/Extension: 607-898-3966
Type of Municipality: <input type="checkbox"/> City <input type="checkbox"/> School District <input type="checkbox"/> Town <input type="checkbox"/> Fire District <input checked="" type="checkbox"/> Village <input type="checkbox"/> Fire Protection District <input type="checkbox"/> County <input type="checkbox"/> Fire Alarm District <input type="checkbox"/> Special Improvement District	Fax Number: 607-898-4177
	E-Mail Address: <u>GrotonVil@grotonny.org</u>
(6) Co-Applicant Municipality: Village of Lansing	Federal Tax ID Number: 16-1042497
Address: 2405 N. Triphammer Road Lansing, NY 14882	Telephone Number/Extension: 607-257-0424
Type of Municipality: <input type="checkbox"/> City <input type="checkbox"/> School District <input type="checkbox"/> Town <input type="checkbox"/> Fire District <input checked="" type="checkbox"/> Village <input type="checkbox"/> Fire Protection District <input type="checkbox"/> County <input type="checkbox"/> Fire Alarm District <input type="checkbox"/> Special Improvement District	Fax Number: 607-257-3230
	E-Mail Address: <u>clerk@Vlansing.org</u>

Name of Lead Applicant: TOMPKINS COUNTY	
D. Co-Applicants: Other Municipalities Participating in the Grant Application (Only needed for appropriate Award Category)	
(7) Co-Applicant Municipality: Village of Trumansburg	Federal Tax ID Number: 15-6001389
Address: 56 East Main Street PO Box 718 Trumansburg, NY 14886	Telephone Number/Extension: 607-387-6501
Type of Municipality: <input type="checkbox"/> City <input type="checkbox"/> School District <input type="checkbox"/> Town <input type="checkbox"/> Fire District <input checked="" type="checkbox"/> Village <input type="checkbox"/> Fire Protection District <input type="checkbox"/> County <input type="checkbox"/> Fire Alarm District <input type="checkbox"/> Special Improvement District	Fax Number: 607-387-5806 E-Mail Address: <u>clerk@Trumansburg.ny.us</u>
(8) Co-Applicant Municipality: Town of Caroline	Federal Tax ID Number: 15-6000890
Address: PO Box 136 2670 Slaterville Road Slaterville Springs, NY 14881	Telephone Number/Extension: 607-539-6400 or 3395
Type of Municipality: <input type="checkbox"/> City <input type="checkbox"/> School District <input checked="" type="checkbox"/> Town <input type="checkbox"/> Fire District <input type="checkbox"/> Village <input type="checkbox"/> Fire Protection District <input type="checkbox"/> County <input type="checkbox"/> Fire Alarm District <input type="checkbox"/> Special Improvement District	Fax Number: 607-539-6400 E-Mail Address: <u>supervisor@TownofCaroline</u>
(9) Co-Applicant Municipality: Town of Danby	Federal Tax ID Number: 15-6000918
Address: 1830 Danby Road Ithaca, NY 14850	Telephone Number/Extension: 607-277-4788
Type of Municipality: <input type="checkbox"/> City <input type="checkbox"/> School District <input checked="" type="checkbox"/> Town <input type="checkbox"/> Fire District <input type="checkbox"/> Village <input type="checkbox"/> Fire Protection District <input type="checkbox"/> County <input type="checkbox"/> Fire Alarm District <input type="checkbox"/> Special Improvement District	Fax Number: 607-277-0559 E-Mail Address: <u>Danbytownclk@aol.com</u>

Name of Lead Applicant: TOMPKINS COUNTY	
D. Co-Applicants: Other Municipalities Participating in the Grant Application (Only needed for appropriate Award Category)	
(10) Co-Applicant Municipality: Town of Dryden	Federal Tax ID Number: 15-6000934
Address: 65 East Main Street Dryden, NY 13053	Telephone Number/Extension: 607-844-8619
Type of Municipality: <input type="checkbox"/> City <input type="checkbox"/> School District <input checked="" type="checkbox"/> Town <input type="checkbox"/> Fire District <input type="checkbox"/> Village <input type="checkbox"/> Fire Protection District <input type="checkbox"/> County <input type="checkbox"/> Fire Alarm District <input type="checkbox"/> Special Improvement District	Fax Number: 607-844-9599
	E-Mail Address: <u>Drydentown@hotmail.com</u>
(11) Co-Applicant Municipality: Town of Enfield	Federal Tax ID Number: 15-6000941
Address: 168 Enfield Main Road Ithaca, NY 14850	Telephone Number/Extension: 607-273-8256
Type of Municipality: <input type="checkbox"/> City <input type="checkbox"/> School District <input checked="" type="checkbox"/> Town <input type="checkbox"/> Fire District <input type="checkbox"/> Village <input type="checkbox"/> Fire Protection District <input type="checkbox"/> County <input type="checkbox"/> Fire Alarm District <input type="checkbox"/> Special Improvement District	Fax Number: 607-277-2639
	E-Mail Address: <u>jowensll@aol.com</u>
(12) Co-Applicant Municipality: Town of Groton	Federal Tax ID Number: 15-6000969
Address: 101 Conger Boulevard Groton, NY 13073	Telephone Number/Extension: 607-898-5035
Type of Municipality: <input type="checkbox"/> City <input type="checkbox"/> School District <input checked="" type="checkbox"/> Town <input type="checkbox"/> Fire District <input type="checkbox"/> Village <input type="checkbox"/> Fire Protection District <input type="checkbox"/> County <input type="checkbox"/> Fire Alarm District <input type="checkbox"/> Special Improvement District	Fax Number: 607-898-3086
	E-Mail Address: <u>townclerk@Grotontown.com</u>

Name of Lead Applicant: TOMPKINS COUNTY	
D. Co-Applicants: Other Municipalities Participating in the Grant Application (Only needed for appropriate Award Category)	
(13) Co-Applicant Municipality: Town of Ithaca	Federal Tax ID Number: 15-6000992
Address: 215 N. Tioga Street Ithaca, NY 14850	Telephone Number/Extension: 607-273-1721
Type of Municipality: <input type="checkbox"/> City <input type="checkbox"/> School District <input checked="" type="checkbox"/> Town <input type="checkbox"/> Fire District <input type="checkbox"/> Village <input type="checkbox"/> Fire Protection District <input type="checkbox"/> County <input type="checkbox"/> Fire Alarm District <input type="checkbox"/> Special Improvement District	Fax Number: 607-273-5854
	E-Mail Address: <u>cvalentino@Town.Ithaca.ny.us</u>
(14) Co-Applicant Municipality: Town of Lansing	Federal Tax ID Number: 15-6000998
Address: Box 186 Lansing, NY 14882	Telephone Number/Extension: 607-533-4943
Type of Municipality: <input type="checkbox"/> City <input type="checkbox"/> School District <input checked="" type="checkbox"/> Town <input type="checkbox"/> Fire District <input type="checkbox"/> Village <input type="checkbox"/> Fire Protection District <input type="checkbox"/> County <input type="checkbox"/> Fire Alarm District <input type="checkbox"/> Special Improvement District	Fax Number: 607-533-4943
	E-Mail Address: <u>supervisor@LansingTown.com</u>
(15) Co-Applicant Municipality: Town of Newfield	Federal Tax ID Number: 16-0878280
Address: 166 Main Street Newfield, NY 14867	Telephone Number/Extension: 607-564-9981
Type of Municipality: <input type="checkbox"/> City <input type="checkbox"/> School District <input checked="" type="checkbox"/> Town <input type="checkbox"/> Fire District <input type="checkbox"/> Village <input type="checkbox"/> Fire Protection District <input type="checkbox"/> County <input type="checkbox"/> Fire Alarm District <input type="checkbox"/> Special Improvement District	Fax Number: 607-564-7329
	E-Mail Address: <u>rdolge@tompkinstrust.com</u>

Name of Lead Applicant: TOMPKINS COUNTY	
D. Co-Applicants: Other Municipalities Participating in the Grant Application (Only needed for appropriate Award Category)	
(16) Co-Applicant Municipality: Town of Ulysses	Federal Tax ID Number: 15-6001172
Address: 10 Elm Street Trumansburg, NY 14886	Telephone Number/Extension: 607-387-5767
Type of Municipality: <input type="checkbox"/> City <input type="checkbox"/> School District <input checked="" type="checkbox"/> Town <input type="checkbox"/> Fire District <input type="checkbox"/> Village <input type="checkbox"/> Fire Protection District <input type="checkbox"/> County <input type="checkbox"/> Fire Alarm District <input type="checkbox"/> Special Improvement District	Fax Number: 607-387-5843
	E-Mail Address: <u>Tousuper@twcny.rr.com</u>
Name of Lead Applicant: TOMPKINS COUNTY	
E. Intermunicipal Agreements	
The applicant must attach to the application a copy of any existing intermunicipal agreements that have been entered into for the purpose of this grant application, or provide a description of what intermunicipal agreements will be necessary to carry out the proposed activity. See application guidance for details.	
F. Work Program	
The applicant must attach to the application a detailed work program. The work program must contain the following information:	
<input type="checkbox"/> A detailed description of the proposed activity. <input type="checkbox"/> Specific needs to be addressed by the proposed activity. <input type="checkbox"/> Objectives to be achieved by the proposed activity. <input type="checkbox"/> A list of the tasks to be undertaken to accomplish the proposed activity. <input type="checkbox"/> A project schedule, including the proposed starting date, a schedule for the completion of component tasks, and the expected completion date of the proposed activity.	
Proposed Start Date: February 1, 2007	Expected Completion Date: January 31, 2009
G. Grant Criteria Response	

Copy sheet as necessary to include information on additional Co-Applicants.

The applicant must attach to the application an explanation of how the proposed activity is consistent with the specific grant selection criteria outlined in the application guidance.

H. Budget Summary

Total Project Cost: \$266,030	Amount of Grant Requested: \$266,030	Amount of Local Share: (Only Needed for Appropriate Award Category):
Total Travel Costs: \$3,280	Total Costs Supplies, Materials & Equipment: \$2,000	
Total Costs of Contractual Services: \$137,500 for Consultant, \$123,250 for Incentive		Total Capital Costs (Only Needed for Appropriate Award Category): N/A

Name of Lead Applicant: **TOMPKINS COUNTY**

I. Budget Detail for Task # 1

Travel: Consultant(s) travel time, lodging, and meals

Purpose	Destination	Mode	Estimated Trip Cost Calculation
Meetings, training	Ithaca	Vehicle	10 meals & lodging= \$1,500
			20 trips @ 200 miles @ \$.445/mile = \$1,780

Supplies, Materials and Equipment:

Item	Quantity	Estimated Cost
Copying, printing outreach materials	N/A	\$2,000

Contractual Services:

Type of Service	Estimated Cost
Health insurance consultant – Phase I, 30 days@ \$1,250/day	\$37,500
Health insurance consultant – Phases I, II, & III , 120 days	\$100,000

Capital Costs: Attach cost estimates for expenses to be incurred.

Type of Service	Estimated Cost
none	

Copy page 4 as necessary to include budget information on additional tasks.

Name of Lead Applicant: **TOMPKINS COUNTY**

J. Estimated Cost Savings

Five Year Savings Estimate:

Year 1	\$438,096
Year 2	\$730,161
Year 3	\$1,022,225
Year 4	\$1,314,289
Year 5	\$1,752,385

Assumptions:

- **Total enrollees – 2,055**
- **85% cost contribution by municipalities, 15% by enrollees for premiums**
- **15% participation rate in Year 1**
- **25% participation rate in Year 2**
- **35% participation rate in Year 3**
- **45% participation rate in Year 4**
- **60% participation rate in Year 5**

Five Year Total \$5,257,156

Five Year Savings per Grant Dollar Invested:

\$5,257,156	÷	\$266,030	=	19.76 : 1
Five Year Total		Expected SMSI Grant		Savings per SMSI Dollar Ratio

K. Reasonableness of Cost Certification

Reasonableness of Cost Certification

By submission of this application under the 2006-2007 Shared Municipal Services Incentive Grant Program, the Applicant hereby certifies that all components of the requested Total Project Costs are reasonable and necessary for the conduct of the proposed project, and that prudent analysis has been undertaken to insure that all costs are consistent with current prevailing costs for such goods or services in the geographic area benefiting from the project. Please describe how you determined reasonableness of cost and demonstrate that the community has the ability to sustain and complete the project within the parameters of the standard cost reimbursement contract. Attach additional sheets if necessary.

In preparing this application, Tompkins County, on behalf of the Tompkins County Council of Governments, has made every effort to include cost estimates that are reasonable and consistent with current prevailing costs for projects of this type.

Cost Estimates:

Much of the project expense would support the cost of securing the services of outside consultants to advise on a governance framework, program design and implementation. Cost estimates for the project are based on Ontario County et al, *The Lakes Plan*, which undertook a project similar to Phase I of TCCOG's plan. Entities in *The Lakes Plan* negotiated a consultant contract not to exceed \$50,000 for completing the tasks in Phase I plus a preliminary utilization review.

The average per diem rate charged Tompkins County by outside consultants (such as engineers, architects, technical advisors and planning experts) is \$1,000. This average rate encompasses varied types of projects spanning a wide range of time frames. In the initial stage of this project, projected at 30 consulting days, we include a per diem rate higher than the average consulting fee paid by the County; in the latter portion of the project, because of the longer time frame of 120 consulting days, we project a per diem charge lower than that average rate.

Incentive expenses contained in our program budget are based on our best estimate of what a system of incentives would look like, based on projected employee incentive benefits and enrollment patterns, as described in Section G.

Travel, meals and lodging expense is based on consultant travel for 20 consulting visits, at the current Internal Revenue Service mileage reimbursement rate, from a 100-mile radius of Tompkins County, with meals/lodging estimated at prevailing Ithaca-area rates. The projected cost for supplies is a conservative estimate of what would be spent on project elements such as copying and printing, based on the county's experience with projects of this type.

Sustainability:

As illustrated in the supporting materials contained in Appendix 2 of this application, Tompkins County, as lead agency for the Shared Municipal Services Incentive grant, possesses considerable experience in management and support of grant-funded projects. In executing numerous federal and state grants, the County routinely provides interim financial support for projects in progress.

Tompkins County is committed to providing the necessary interim funding to support all project expenses until such time when reimbursement is obtained from the State of New York under the SMSI program. With a fund balance in excess of \$10 million, the County has adequate funding to support expenses incurred in this project pending reimbursement.

Name of Lead Applicant: **TOMPKINS COUNTY**

L. Resolution and Certification

The Lead Applicant and all Co-applicants shall submit with the application copies of the resolutions in support of this grant application.

One or more of the required resolutions are not attached. They will be submitted by the following date(s):

November 18, 2006 (Two missing: Village of Freeville and Town of Newfield.)

If any required resolutions are not submitted with the application, a letter of intent is included to indicate their intention to participate and to state their intention to submit the required resolution with 60 days of application deadline.

I hereby affirm under penalty of perjury that information provided on this form and attached statements and exhibits is true to the best of my knowledge and belief. False statements made herein are punishable as a Class A misdemeanor pursuant to Section 210.45 of the Penal law.

Stephen F. Whicher

County Administrator

(Print Name)

(Print Title)

(Signature)

October 20, 2006

(Date)

Name of Lead Applicant: **Tompkins County**

L. Application Submission Checklist

An original and four copies of the following items should be included in the application packet:

- Completed Application
- Extra Sheets containing information on additional Co-Applicants, if applicable (Part D attachments)
- Intermunicipal Agreements (Part E attachments)
- Work Program (Part F attachments)
- Grant Criteria Response (Part G attachments)
- Budget Details (Part I attachments)
- Estimated Cost Savings (Part J attachments)
- Reasonableness of Cost Certification (Part K attachments)
- Municipal Resolutions (Part L attachments)

Sample, details to be completed by TCCOG

PROJECT AGREEMENT - #ADM-07-0301

This PROJECT AGREEMENT is an additional Agreement to the Master Agreement signed by all CONSORTIUM Members, however not all CONSORTIUM Members choose to enter into this PROJECT AGREEMENT.

PROJECT AGREEMENT by and between the County of Tompkins, with main offices at 125 East Court Street, Ithaca, New York 14850, hereinafter referred to as COUNTY, and

(MEMBER Name)

(Contact Person's Name)

(MEMBER Address)

(Contact Person's Title)

(MEMBER Address)

hereinafter referred to as MEMBER.

Whereas a Tompkins Healthcare Consortium has been formed by the following members:

County of Tompkins	City of Ithaca	Village of Cayuga Heights	Village of Dryden
Village of Freeville	Village of Groton	Village of Lansing	Village of Trumansburg
Town of Caroline	Town of Danby	Town of Dryden	Town of Enfield
Town of Groton	Town of Ithaca	Town of Lansing	Town of Newfield
Town of Ulysses			

for the purposes of inter-municipal cooperation projects such as this one.

PROJECT DESCRIPTION:

The purpose of this agreement is to provide the members of CONSORTIUM and other entities the ability to collectively procure healthcare products. The previous Project Agreement #ADM-07-0301 has expired and CONSORTIUM members participating in this Project wish to jointly purchase healthcare products for a period of one year. By combining resources and developing shared services the collective costs can be sharply reduced. These savings are afforded by bulk purchasing of services, by sharing existing and planned services, and by coordinating technologies across institutions.

NOW, THEREFORE, in consideration of the promises, covenants, and agreements contained herein, the parties agree as follows:

1. The term of this Agreement is the date on which is signed, through _____.
2. The MEMBER agrees that the COUNTY shall act as the lead agency to manage each phase of the project.
3. The COUNTY accepts responsibility as lead agency to enter into certain contracts to effectively complete this project.
4. The MEMBER agrees to accept a proportional share of cost for any claims or causes of action related to completion of the project. It is understood that the COUNTY will provide its best effort to facilitate this project, but will not accept responsibility for the actions, damages, and potential delays, which may arise out of the performance of third parties or the MEMBER.
5. The MEMBER agrees to pay the COUNTY \$_____ as its share of the cost of _____ services for the MEMBER.
6. The MEMBER is responsible for the processing of its billing and will coordinate with the COUNTY on larger issues.

Example 1 of inter-municipal agreement

MASTER AGREEMENT Partnership for an Electronic Future

Agreement by and among the following parties, hereinafter referred to as the Members of the Consortium entitled the **Partnership for an Electronic Future** (PEF):

COUNTY OF TOMPKINS, with main offices at 125 East Court Street, Ithaca, New York 14850;
CAYUGA MEDICAL CENTER, with offices at 101 Dates Drive, Ithaca, NY 14850;
CITY OF ITHACA, with offices at 108 East Green St., Ithaca, NY 14850;
CORNELL UNIVERSITY, Office of Information Technology, 308 Day Hall, Ithaca, NY 14853-2801;
ITHACA CITY SCHOOL DISTRICT, with offices at 400 Lake Street, PO Box 549, Ithaca, NY 14850;
ITHACA COLLEGE, Office of Information Technology, 101 Phillips Hall, Ithaca, NY 14850-7022 ;
LANSING SCHOOL DISTRICT, with offices at 264 Ridge Road, Lansing, NY 14882 ;
NEWFIELD SCHOOL DISTRICT, with offices at 247 Main Street, Ithaca, NY 14867 ;
SOUTH CENTRAL RESEARCH LIBRARY COUNCIL, 215 North Cayuga Street, Ithaca, NY 14850;
TST BOCES, with offices at 555 Warren Road, Ithaca, NY 14850;
DRYDEN SCHOOL DISTRICT, with offices at Dryden Road, PO Box 88, Dryden, NY 13053.

Whereas the members have formed a CONSORTIUM for the purposes of sharing computer and electronic technology, resources, and related services. The goal of the Consortium is to provide connectivity, to assure quality of service at the most cost effective price available and to share expertise and approaches to common problems faced by all members. The members have formed a cooperative arrangement to obtain the most value for each member's resources. Each member of the CONSORTIUM agrees to support other members' technical, service, and training needs.

NOW, THEREFORE, in consideration of the promises, covenants, and agreements contained herein, the parties agree as follows:

1. Each member agrees to assist fellow members with networking problems, especially in times of emergency.
2. Compensation for additional services between members will be determined on a case-by-case basis.
3. Each member agrees to share information and provide advice on technological issues.
4. The CONSORTIUM may establish technical, operational, policy, and procedural standards as may be necessary to assure operations of mutual interest. Members agree to adhere to these commonly established standards.
5. Each project that the CONSORTIUM creates will have its own Project Agreement (PA), which shall become a separate attachment to this Master Agreement and maybe adopted by any subset of the consortium membership. Any member who does not participate a PA will not be responsible for cost sharing for costs contained within the PA.
6. When not prohibited by prior licenses or contracts, the members agree to share equipment, software site licenses, and software when needed.
7. Each member may bring more than one representative to each meeting, however, only one designated representative from each member shall participate when a consensus is required.
8. All decisions made by the CONSORTIUM shall be by the consensus of representatives from each of the Charter Members, until such time as the Consortium Bylaws are adopted.

9. The term of this agreement shall begin on August 1, 1997 and end on August 31, 1998. The CONSORTIUM will review the terms of the Master Agreement prior to August 31, 1998 to determine if revisions are necessary.

10. Each Member agrees to hold other members harmless for damages incurred to their equipment related to Consortium activities. Each member is responsible for its own design, configuration, and maintenance of its own equipment and resources.

11. If any Member is involved in an action giving rise to a claim for property damage or personal injury, that Member agrees to hold harmless, indemnify, and defend all other Members who were not involved in such action.

12. The Members agree to make confidential information available to other member that may be required for execution of Consortium activities. The Members agree to protect the confidential nature of this information.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the day and year first above written.

DATE: _____

COUNTY OF TOMPKINS

DATE: _____

CAYUGA MEDICAL CENTER

DATE: _____

CITY OF ITHACA

DATE: _____

CORNELL UNIVERSITY

DATE: _____

ITHACA CITY SCHOOL DISTRICT

DATE: _____

ITHACA COLLEGE

DATE: _____

LANSING SCHOOL DISTRICT

DATE: _____

NEWFIELD SCHOOL DISTRICT

DATE: _____

SOUTH CENTRAL RESEARCH LIBRARY COUNCIL

DATE: _____

TST BOCES

Example 2 of inter-municipal agreement

AGREEMENT - ADM-02-301

PROJECT AGREEMENT by and between the County of Tompkins, with main offices at 125 East Court Street, Ithaca, New York 14850, hereinafter referred to as COUNTY, and

(MUNICIPALITY Name)

(Contact Person's Name)

(MUNICIPALITY Address)

(Contact Person's Title)

(MUNICIPALITY Address)

hereinafter referred to as MEMBER.

Whereas a partnership for Data Sharing has been formed by the following members:

Town of Caroline	Town of Ithaca	Village of Ulysses	Town of Enfield
Village of Cayuga Heights	Town of Lansing	Village of Groton	Village of Trumansburg
City of Ithaca	Town of Newfield	Village of Dryden	Town of Groton
Town of Danby	NYS Police	County of Tompkins	Village of Freeville
Town of Dryden	NYS Unified Court, Sixth Judicial District		

for the purposes of electronically sharing police records, court papers and similar documents.

PROJECT DESCRIPTION:

The purpose of this agreement is to provide the partnership the ability to share police records in the form of electronic data. By combining resources and developing shared communications channels the collective costs can be sharply reduced. These savings are afforded by bulk purchasing of services, by sharing existing and planned electronic infrastructure, and by coordinating technologies across institutions.

NOW, THEREFORE, in consideration of the promises, covenants, and agreements contained herein, the parties agree as follows:

1. The term of this Agreement is the date on which is signed, through June 1, 2002.
2. The MEMBER agrees that the COUNTY shall act as the lead agency to manage each phase of the Data Communication project.
3. The COUNTY accepts responsibility as lead agency to enter into certain contracts to effectively complete this project.
4. The MEMBER agrees to accept a proportional share of cost for any claims or causes of action related to completion of the project. It is understood that the COUNTY will provide its best effort to facilitate this project, but will not accept responsibility for the actions, damages, and potential delays which may arise out of the performance of third parties or the MEMBER.
5. There is no cost to any of the members for the provision of the terms of this agreement.
6. The MEMBER is responsible for the maintenance of its own equipment and its interfaces and will coordinate with the COUNTY on data sharing issues.
7. The MEMBER is prohibited to further resale or redistribution of services under this agreement and must only allow use of these services for its immediate internal purposes. The MEMBER will designate within its own organization employees who shall have access to the shared data.

F.1. Need to be Addressed by The Proposed Activity.

A new era of intermunicipal relationships is evolving that includes broader and more innovative cost-sharing partnerships. More than ever municipalities are coming together to cooperatively offer a more efficient range of services to ensure better accountability, achieve the most effective use of community resources, and to proactively address the concerns of taxpayers regarding the growing cost of maintaining local government.

A recent New York State (NYS) Comptroller report on *Intermunicipal Cooperation and Consolidation: Exploring Opportunities for Savings and Improved Service Delivery*, states that these “are very difficult times for many local governments” given the challenge of creatively balancing growing service demands against increasingly limited resources. The report suggests that while there are many ways to achieve efficiency, perhaps the most promising method for New York State’s profusion of municipal subdivisions and districts (the State now has more than 2,300 counties, cities, towns, villages and school districts) is through cooperative ventures.

Cost-sharing cooperatives and intermunicipal agreements are not new to local government entities within NYS. Some brief examples of past successful cost-sharing agreements include:

§ A 1994 agreement among three municipalities in Tompkins County to jointly purchased a shoulder machine. The Towns of Lansing and Dryden and Tompkins County purchased the machine after a written agreement was in place, which provides for percentage of ownership based on miles of road, maintenance and repairs, scheduling and availability, and insurance. This cost-sharing approach is an appropriate solution since neither of the local jurisdictions could afford to purchase the machine alone.

§ A united effort by Yates County's towns, villages, and county administration to jointly contract for assessment services when drug and alcohol testing became mandatory for drivers of commercial vehicles in these jurisdictions. Results included enhanced service delivery and elimination of duplicated effort and expenditures.

§ An agreement by the Rome City School District to lease a former elementary school building to the City of Rome for the purpose of operating the city's Police Station. In 1998, the City used the building as a temporary police station while the existing building was being renovated.

§ A written agreement between the Town of Mount Hope in Orange County and three other towns for the purchase and use of a stone chip spreader. In planning for the purchase, each of the four Town Superintendents of Highways estimated how many weeks each summer they all would need use of the machine. Over a seven-month period, town boards were consulted and an agreement was developed and reviewed by town attorneys. Before the agreement, renting the equipment was costing a town an average of \$4,500 annually. In the first year after the agreement was established the towns saw a savings of \$1,500, and in the second year savings exceeded \$4,000.

Even with these early efforts, unfortunately, the number of cooperative municipal agreements within NYS has not significantly increased over the past several years. In fact, according to Opinions of the State Comptroller, the number of agreements has decreased slightly from 3,346 in 1996 to 3,332 in 2001. However, the current need for local governments to be nimble in managing resources and in employing fiscally responsible measures has brought about a renewed emphasis on cost savings through economies of scale and combining functions. The pressures of static tax bases, stagnant levels of state aid, the lack of mandate relief, and the need to support new security measures suggest that the notion of “smarter” government is one of the few options available to local officials hoping to achieve long-term structural fiscal relief while maintain community confidence. Since many local governments provide similar services to their constituents, there is clearly a potential for cost-sharing innovations on larger issues such as increased energy/fuel expenses and escalating health care and employee benefit costs. Tioga County took the innovations leap in 1992 and Ontario County embarked on a similar journey in 2005 (e.g., the Lakes Plan). Tompkins County is now ready to demonstrate its ability to be a leader in this domain.

Earlier this year, Tompkins County and its 16 municipalities formally became the Tompkins County Council of Governments (TCCOG) to provide a forum for discussions and negotiations that would lead to agreements for more efficient and fiscally responsible delivery of government services. With a joint expense in excess of \$20 million dollars a year in employee health care coverage, TCCOG’s first order of business was to conduct a brief feasibility analysis and brainstorm an approach for offering a common health insurance program that pools health insurance risk and assures reasonable cost sharing. The result has the beginnings of a plan that could provide an achieved municipal savings of nearly \$5.2 million in its first five years. TCCOG’s approach and its municipal benefits, which are presented in sections F.3 and G.1, demonstrates an understanding of the needs of the broader community without undue emphasis on jurisdictional boundaries. The approach collectively brings to bear the necessary resources to provide a more effective option for health insurance coverage with a uniform range of services not possible via a single municipality.

From Cost Sharing to Capacity Building

- § Achieving economies of scale
- § Building community
- § Encouraging economic growth
- § Supporting municipal self-sufficiency
- § Creating strength in unity

Like many local government entities, TCCOG continues to experience an increase in the cost of various operating expenses, but particularly in the area of employee health care. The critical funding that is provided through the Shared Municipal Services Incentive (SMSI) grant program will help a local inter-municipal need that otherwise might not be possible without State assistance. A SMSI grant award would undoubtedly place TCCOG on a promising path of reducing pressure on ever-tightening municipal budgets and an ever-increasing tax rate burden on its local taxpayers.

DONE: PY@3:34PM

F.2. Objectives to be Achieved by The Proposed Activity.

To meet its goal of establishing a comprehensive employee health insurance program (TCCOG) proposes a three-phase approach:

- § Phase I—Creating a project structure for Health Care Consortium;
- § Phase II—Developing a health insurance program design;
- § Phase III—Implementing the new program and establishing a new administrative framework.

Phase I. *Create the Tompkins County Health Care Consortium and establish project structure.* We will establish the Consortium and its method of governance and will conduct the necessary in-depth research to finalize design and implementation steps. We will first secure the services of an independent consultant experienced in working with municipalities to establish such health insurance collaborations. The consultant will work with us to develop the Health Care Consortium Agreement, outline the project design phase, and draft the Request for Proposals for project design. (The consultant participating in this phase will not be eligible to respond to the RFP for consulting services for Phase 2.) This phase concludes with securing of professional support to design the program during the next stage of the project. This objective includes the following action steps:

- § Develop and release the “Request for Qualifications” for an independent consultant to guide Phase I of the project
- § Select independent consultant
- § Draft Health Care Consortium Agreement
- § Finalize study elements for Phase II
- § Draft “Request for Proposals” for Phase II consulting services
- § Select an independent consultant to provide Phase II project design services.

Phase II. *Develop project design.* During this stage, with the assistance of our program design consultant, we will conduct a comprehensive review of the municipalities’ experience with their current health insurance programs and analyze the existing municipal health plans, comparing to industry benchmarks. Once program design is final, we will develop and release the Request for Proposals to provide health insurance coverage, analyze responses from qualified insurance providers, and will select a provider by the end of January 2008. This objective includes the following action steps:

- § Review current employee utilization of health care services
- § Analyze current administrative design
- § Identify and address potential financial and legal barriers
- § Develop health insurance plan design
- § Develop and release Request for Proposals for health insurance provider
- § Analyze responses

- § Recommend and select provider.

Phase III. *Implement the comprehensive employee health care program.* During this final stage, we will work with the provider to develop a selection of plans and benefits for municipalities and staff, negotiating plan designs that will reduce overall spending on health care insurance by at least ten percent. We will create the program administrative structure, developing technology platforms to support delivery and administration, and will provide collective bargaining incentives to expedite transition to the new system. We will educate employees about the program and will enroll individuals in the plan, which will be fully operational by the beginning of 2009. This objective includes the following action steps:

- § Finalize and implement program administrative framework
- § Design employee participation incentive program
- § Educate employees
- § Enroll employees
- § Activate comprehensive health insurance program.

A detailed schedule and timeline for these activities is presented in Section F.4.

To anticipate and address potential legal and financial barriers to forming and operating the Consortium, we will first identify pertinent issues by consulting other municipalities, such as Tioga County, which have already established collaborative health care programs. We will work with our independent consultants to structure the consortium and design the health insurance program in a way that effectively addresses the issues identified, and will obtain legal advice from the Tompkins County Attorney's Office throughout the project, as needed. In addition, the Tompkins County Finance Department will work with us to address potential financial barriers that are identified.

As a primary vehicle for incorporating public participation into the project, we will involve in the process the Health Planning Council of the Human Services Coalition of Tompkins County. The mission of the Health Planning Council is to improve the health of Tompkins County residents by increasing access to quality health care, improving the efficiency of health services, and promoting healthy lifestyles. The Health Planning Council, which has been active for over 35 years and has more than 160 members on its Advisory Board and committees, conducts needs assessments and collaborates on projects with community partners in the areas of healthcare workforce development, long-term care, primary care, community wellness and health promotion, and prescription medicine access.

DONE: PY@ 3:06 p.m.

F.3. Description of the Proposed Activity and Key Tasks

As its first initiative, TCCOG resolved to enter into an agreement to explore formation of a Health Care Consortium to provide health insurance for the County and its municipalities and to reduce the cost to Tompkins County taxpayers. TCCOG will bring into play the governance model established in 1992 by the Tioga County Consolidated Municipal Health Insurance Program (TCCMHIP), which for the past 14 years has provided affordable health insurance for its county's municipalities. In formulating the proposal and costing the project, TCCOG also has incorporated the model set forth by Ontario County et. al. in formation of *The Lakes Plan*, which also explored establishing a health care consortium.

**Goals of
The Tompkins County Council of Governments
(TCCOG)
(Officially formed on August 24, 2006)**

- § Provide a forum for discussion and negotiation leading to agreements for more efficient and fiscally responsible delivery of government services.
- § Expand cooperation among taxing entities and resolve duplication of services
- § Improve communication among local governments in Tompkins County;
- § Increase collaboration with the county's school districts.
- § Seek, allocate and administer appropriate funding from local, state, federal and private sources, including various grants.

We anticipate the TCCOG initiative to produce more than \$5 million in savings for the county's taxpayers within its first five years of operation, with accelerated savings in future years, as more and more employees join the new program. It can be expected that as group size increases, so to an increase in the proposed Consortium's ability to negotiate savings in both health care and prescription drug coverage. Further, the centralization of benefits management should produce better service at a reduced overall cost. Uniformity in coverage across municipal lines also will improve health benefits for municipal employees, especially for those smaller municipalities within the County.

Key tasks associated with the design and development of the TCCOG proposed consolidated municipal health program include:

- § Soliciting and selecting one or more consultants to guide the TCCOG in researching, designing and implementing the Tompkins Health Care Consortium;
- § Developing the Health Care Consortium Agreement;
- § Conducting a comprehensive utilization review of employee health insurance benefits;
- § Analyzing current program designs and identifying potential legal barriers to a new collaborative health insurance program;
- § Designing the new comprehensive health insurance program;

- § Soliciting and selecting a common health insurance provider;
- § Implementing administrative efficiencies;
- § Conducting outreach to educate employees concerning the new program and designing incentives to encourage employee participation;
- § Establishing employee enrollment, inclusive of all employees of each TCCOG municipality, in the new health insurance program.

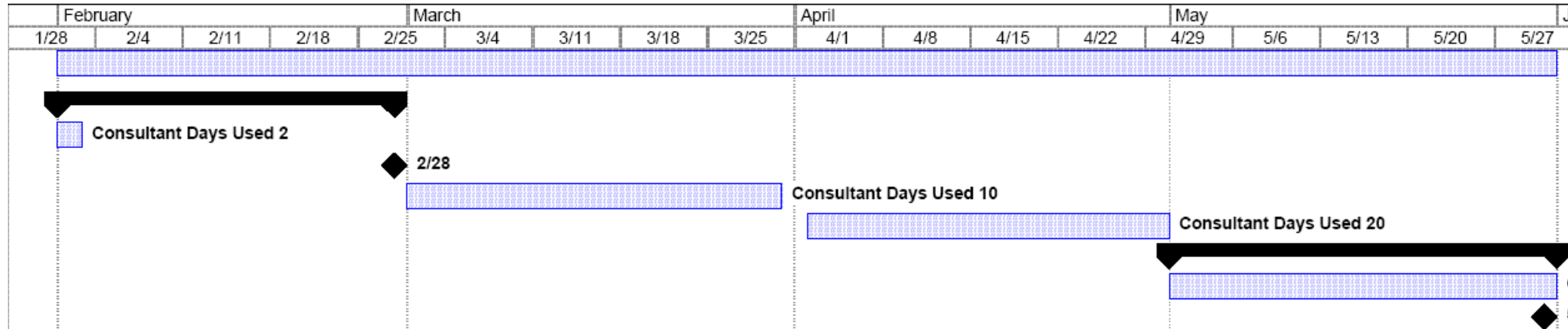
We are confident that our program also will serve as a model for other municipal alliances in NYS, and we will be ready and eager to share our experience with other localities, to assist them in developing similar initiatives to address the challenge of rapidly escalating municipal health insurance costs.

F.4. Project Schedule

The following project schedules offer a timeline and completion dates for the activities and key action steps discussed in section F.2. The schedules have been organized by the proposed three project phases:

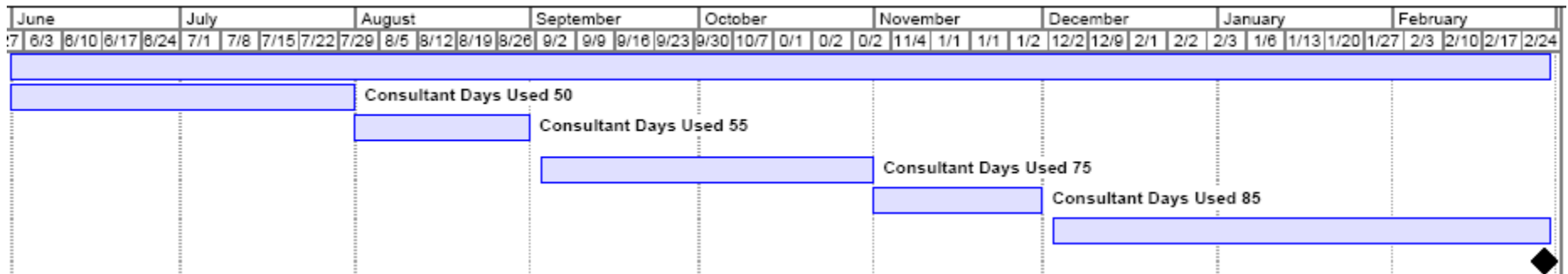
Phase I—Creating a project structure for Health Care Consortium

Task Name	Start	Finish
PHASE I:	Thu 2/1/07	Thu 5/31/07
RFQ - Consultant to develop Consortium	Thu 2/1/07	Wed 2/28/07
Develop and Release RFQ	Thu 2/1/07	Fri 2/2/07
Select Consultant	Wed 2/28/07	Wed 2/28/07
Develop Health Care Consortium	Thu 3/1/07	Fri 3/30/07
Begin Phase II Project Design	Mon 4/2/07	Mon 4/30/07
Develop RFP for Phase II	Tue 5/1/07	Thu 5/31/07
Develop and Release RFP	Tue 5/1/07	Thu 5/31/07
Select a Consultant	Thu 5/31/07	Thu 5/31/07



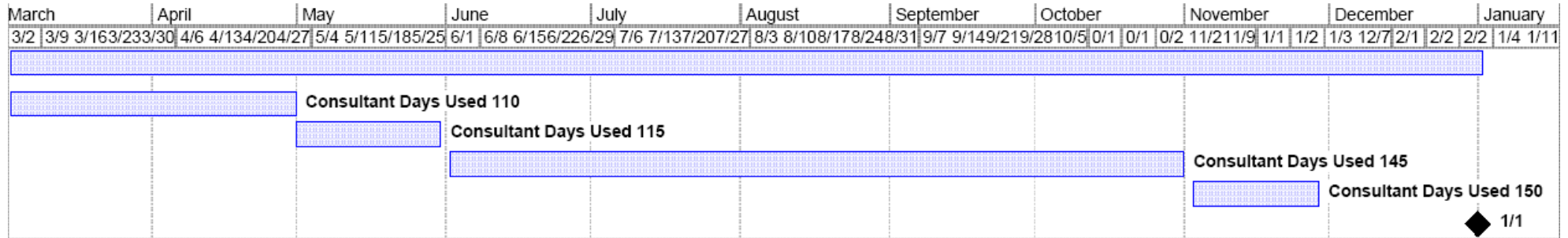
Phase II—Developing a health insurance program design

Task Name	Start	Finish
PHASE II:	Fri 6/1/07	Thu 2/28/08
Utilization Review	Fri 6/1/07	Tue 7/31/07
Analyze Current Administrative Design and Identify Potential Financial and Legal Barriers	Wed 8/1/07	Fri 8/31/07
Develop Plan Design	Mon 9/3/07	Wed 10/31/07
Develop and Release RFP - Provider	Thu 11/1/07	Fri 11/30/07
Analyze Responses	Mon 12/3/07	Thu 2/28/08
Select a provider	Thu 2/28/08	Thu 2/28/08



Phase III—Implementing the new program and establishing a new administrative framework

Task Name	Start	Finish
PHASE III:	Mon 3/3/08	Thu 1/1/09
Administrative Implementation	Mon 3/3/08	Wed 4/30/08
Design Incentive Program	Thu 5/1/08	Fri 5/30/08
Education and Implementation	Mon 6/2/08	Fri 10/31/08
Enrollment Process	Mon 11/3/08	Fri 11/28/08
Initiate Comprehensive Health Insurance Program	Thu 1/1/09	Thu 1/1/09



G.1. Project Need and Municipal Benefits

With employee fringe rates in excess of 40 percent of payroll and health insurance premiums the fastest growing component, increases in County and municipal tax levies cannot be managed effectively unless we develop more cost effective approaches.

Tompkins County and its 16 municipalities currently spend in excess of \$20 million dollars annually to provide employee health insurance coverage, through 17 separate health insurance plans. Within those programs, there are numerous distinct contracts; for example, Tompkins County has more than 30 health care contracts for its various employee units. Cumulatively, the municipal cost of providing health insurance through these plans has more than doubled over the past decade.

Historically, public sector bargaining agreements express health care benefits in percentage contribution terms. For example, the employee contribution for health insurance premiums may be 20 percent, while the employer supports 80 percent. As health insurance premiums rise at a rate in excess of ten percent and wages are increased at a rate of three percent, the overall fringe rate for the municipality soon becomes untenable. Because employee fringe rates are one of the largest drivers of increases in local tax rates, reducing the cost of health insurance is essential to reducing increases in local real property taxes.

In identifying formation of a Health Insurance Consortium as its highest priority, TCCOG identified the rapid rise in health insurance costs as the initiative carrying the greatest promise for reducing expenses for all municipalities in Tompkins County. Our preliminary research indicates that, by offering a common health insurance program and modifying the type of health coverage provided in the common program, the county's municipalities could achieve more than \$5 million in savings over the next five years, and eventual annual savings of nearly \$3 million, if all employees enroll in the program.

SMSI support will greatly assist TCCOG with addressing the problem of rapidly escalating health insurance costs. TCCOG will conduct the necessary research to evaluate the potential of moving from a Traditional Plan approach, with first-dollar coverage primarily borne by the employer, to a cafeteria of plans, where first-dollar coverage is borne by the subscriber. This approach could also recognize an employer commitment to a dollar contribution rather than a percentage contribution. We are confident that this approach will decrease cost for the municipalities and increase the range of health care options for their employees.

Through this program, the TCCOG will work to reduce overall expenditures by moving all municipalities to self-insured, experience-rated plans, thereby reducing the cost for the county's smaller municipalities. While Tompkins County and the City of Ithaca are already experience rated, the county's smaller municipalities are enrolled in community-rated plans that cost approximately 20 percent more than comparable experience-rated plans. Common administration of the plans can also be expected to produce further cost savings.

Both the current municipal budget climate and the nature of bringing municipalities together to achieve common goals represent significant barriers to supporting a project of this size solely through local resources. Despite the desire to achieve greater efficiency and long-term cost savings, local governments, which as their top priority must meet the demands of existing programs, do not possess the financial flexibility to support pilot projects. Municipalities approach collaborative projects such as this with varying demographics, priorities and perspectives. Assistance through the SMSI program will provide essential start-up support to forge a countywide initiative that will address the problem of rapidly escalating health insurance costs and will ease the financial and administrative burden for all.

G.2. Local, Regional and State Linkages and Support

For the past five years, municipalities and counties have been under increasing pressure to control personnel costs as a way to limit overall spending. During this period of modest contract settlements, the rapid rise in fringe costs has led to fringe rates that exceed 40 percent of salary.

In assigning the highest priority forming the Health Care Consortium, TCCOG, recognized that the cost of health insurance coverage is the single component of personnel fringe costs that can be influenced by plan modification and management. In addition, employee unions have acknowledged that it is in everyone's best interest to explore alternatives to the traditional health care plans. For example, each of the recent contracts settled by the County have included the following language:

“Both parties agree to fully participate in a county-wide “Joint Insurance Committee”, whose charge, inter alia, is to explore alternative health insurance delivery systems and make recommendations to their respective constituent bodies on the finding of the Committee.”

In addition, the employee unions in the City of Ithaca, which is a TCCOG member, regularly participate in a Labor/Management Health Insurance Committee that continuously explores possible modifications to its plan.

The approach developed by TCCOG to develop the Health Care Consortium is based on the experience of Tioga County, which has assisted in developing TCCOG. In putting together the plan and costing the project, the Council has followed the model set forth by Ontario County et al in formation of *The Lakes Plan*.

The process steps used to develop TCCOG and the Health Care Consortium can be easily transported to other counties. This project strives to develop a cost-effective health insurance program that provides choice, shifts first-dollar coverage from the municipality to the enrollee and is readily accepted by enrollees, an approach which can be easily replicated in other counties.

The TCCOG sees the model of intermunicipal cooperation initiated through formation of the Health Care Consortium as the initial step of its work. This framework can be used to further other ideas discussed by the group, such as consolidating Tax Collection, Police and Fire Services, and Insurance Purchases.

All Tompkins County municipalities have passed resolutions in support of this project, and State Senators James Seward, Michael Nozzolio and George Winner, and Assembly Member Barbara Lifton have also provided letters in support (see *Part L—Municipal Resolutions*, and *Appendix 1—Letters of Support*).

G.3. Project Self-Sufficiency and Management Capability

TCCOG's approach to the growing concern of the high cost of health insurance coverage is designed to usher in a new era of coordination, accountability, and value sharing amongst the various municipalities within Tompkins County. The timing could not be better. As indicated in the December 2005 Senate Report on Intermunicipal Agreements, "shared services can be an effective tool to help mitigate the rising cost of operating municipalities in New York State." The SMSI initiative demonstrates the State's readiness to support innovative approaches, and TCCOG's methodology demonstrates a readiness to proactively address administrative inefficiencies and service delivery challenges relative to the provision of quality health insurance coverage for municipal employees. This is an exciting prospect for TCCOG because it hopes to develop and implement a plan that not only strengthens local policy and operations regarding health insurance administration over the long term, but also serves as a model approach that can help advance other municipal programs throughout the State.

TCCOG's success in this endeavor rests largely on the experience and capabilities of its membership (see Exhibit I for a list of members). Collectively, TCCOG's membership offers extensive experience in public administration, at both local and State levels, with

varying degrees of expertise in policy development, program development and coordination, community collaboration, budget development, funding diversification and resource allocation, quality assurance, and risk management. TCCOG is a group that values innovation and has been ardent, thoughtful, and reflective about how a SMSI award can help its members establish a shared employee health insurance plan that best demonstrates fiscal viability and responsive governing. (See *Resolutions of Support*, Part L Attachments; and *Letters of Support*, Appendix I.)

- Responsibilities of TCCOG
Lead Point of Contact**
- § Coordinates all communications between TCCOG and the State
 - § Establishes clear project roles and responsibilities
 - § Tracks and Monitors all grant activities
 - § Assumes fiduciary responsibility for the prudent management of all grant funds
 - § Provides a climate for long-term continuity in TCCOG's approach to the project
 - § Promotes efficiency, timeliness, and quality control in all activities and work products
 - § Produces routine status/progress reports as required.

Stephen F. Whicher, Tompkins County Administrator, will serve as the TCCOG Lead Point of Contact for the grant. As Tompkins County is submitting this Application as the Lead Applicant, Mr. Whicher will be directly responsible for overseeing the receipt and expenditure of funds, tracking and record keeping, and overall project performance. Mr. Whicher will also coordinate all communications between TCCOG and the State, including routine status reports, budget updates, and similar communiqués. He will oversee the selection process and work of the proposed consultants, and will ensure TCCOG membership's full support of the grant effort through completion. Having served as Tompkins County Administrator for approximately six years, Mr. Whicher brings over 25 years of experience in both the public and private sectors, with credible expertise in budget and finance, planning and project development, training, and quality management. Some of Mr. Whicher's prior appointments include Tompkins County Director of Assessment, Principal Real Property Information System Specialist for New York State, State Regional Director of Local

Assessment Services, and Project Manager for Finnegan & Associates for the Steuben County Revaluation Project.

Exhibit 1

**TOMPKINS COUNTY COUNCIL OF GOVERNMENTS (TCCOG)
MEMBERSHIP LIST**

DELEGATE	Municipality	Position
Tim Joseph	Tompkins County	Legislature Chairperson
Carolyn Peterson	City of Ithaca	Mayor
Walter Lynn	Village of Cayuga Heights	Mayor
Reba Taylor	Village of Dryden	Mayor
Lotte Carpenter	Village of Freeville	Mayor
Charles Rankin	Village of Groton	Clerk
Jodi Dake	Village of Lansing	Clerk
John Levine	Village of Trumansburg	Mayor
Donald Barber	Town of Caroline	Supervisor
Eugene Beavers	Town of Danby	Supervisor
Steve Trumbull	Town of Dryden	Supervisor
Jean Owens	Town of Enfield	Supervisor
Glenn Morey	Town of Groton	Supervisor
Catherine Valentino	Town of Ithaca	Supervisor
Steve Farkas	Town of Lansing	Supervisor
Richard Dolge	Town of Newfield	Councilman
Doug Austic	Town of Ulysses	Supervisor
ALTERNATE		
Martha Robertson	Tompkins County	Legislature Member
Maria Coles	City of Ithaca	Aldersperson
Rachel Dickinson	Village of Freeville	Trustee
Betty Conger	Village of Groton	Trustee
David Filiberto	Village of Trumansburg	Trustee
Edward Cope	Town of Caroline	Deputy Supervisor
Tracy White	Town of Danby	Secretary
Steve Stelick	Town of Dryden	Deputy Supervisor
Robert Harvey	Town of Enfield	Councilperson
Donald Scheffler	Town of Groton	Deputy Supervisor
Herb Engman	Town of Ithaca	Board Member
Frances Shattuck	Town of Lansing	Councilperson
Cindy Schulte	Town of Newfield	Councilperson
Richard Coogan	Town of Ulysses	Deputy Supervisor