

PERSONNEL/JUDICIAL COMMITTEE

A G E N D A

TUESDAY, AUGUST 17, 2010

4:00 P.M.

COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

PAGE NO.		
	I	CALL TO ORDER
	II	ROLL CALL
1- 3	III	MINUTES (7/20/10)
	IV	PUBLIC INPUT
	V	PETITIONS AND COMMUNICATIONS
	A.	Personnel Director
4- 7	1.	Non-Represented Parity (Seeking approval of benefits for non-represented full time employees - proposed resolution attached)
8-10	2.	Dependent Audit (Seeking approval of agreement w/BASIC for dependent audit; appropriation from Fund Balance not to exceed \$8,000; authorization for Board Chair to sign agt.; approval of required budget adjustments - proposed resolution attached)
11-13	3.	Agreement w/MedTipster LLC (Seeking approval of agreement w/MedTipster LLC to provide services re cost for generic prescription medications; appropriation of \$9,720 from Fund Balance; authorization for Board Chair to sign agreement; approval of required budget adjustments - proposed resolution attached)
14-16	4.	Vacancies: 9-1-1 Central Dispatch - Chief Dispatcher and Dispatcher (ft) (Seeking authorization to post/fill - proposed resolution attached)
	VI	REFERRALS
	VII	UNFINISHED BUSINESS
	VIII	NEW BUSINESS
	IX	MISCELLANEOUS
	X	ADJOURNMENT

PLEASE NOTE: THE COMMITTEE CHAIR HAS REQUESTED THAT ANY ELECTED OFFICIAL, DEPARTMENT/DIVISION HEAD PLACING AN ITEM ON THE PERSONNEL/JUDICIAL COMMITTEE AGENDA BE PRESENT OR HAVE A REPRESENTATIVE PRESENT TO SPEAK TO THEIR REQUEST AND/OR ANSWER ANY QUESTIONS POSED BY COMMITTEE MEMBERS.

PERSONNEL/JUDICIAL COMMITTEE

MINUTES

MEETING OF THE PERSONNEL/JUDICIAL COMMITTEE ON TUESDAY, JULY 20, 2010, in the Commission Chambers, Fourth Floor, Bay County Building, 515 Center Avenue, Bay City, MI 48708.

Call to order @ 4:00 p.m. by Chair Krygier.

Roll call:

MOTION NO.

COMMISSIONERS PRESENT		1	2	3	4	5	6	7	8	9	10	11
ERNIE KRYGIER, CHAIR	P	Y	Y	Y	Y	Y	Y					
KIM COONAN, VICE CHAIR	P	M/Y	Y	M/Y	M/Y	M/Y	Y					
MICHAEL J. DURANCZYK	P	Y	S/Y	Y	Y	Y	M/Y					
PATRICK H. BESON	P	Y	Y	Y	Y	Y	Y					
VAUGHN J. BEGICK	P	Y	Y	Y	Y	S/Y	Y					
DONALD J. TILLEY	P	S/Y	M/Y	S/Y	S/Y	Y	S/Y					
BRIAN K. ELDER, EX OFFICIO		E	X	C	U	S	E	D				

MOTION NO.

COMMISSIONERS PRESENT		12	13	14	15	16	17	18	19	20	21	22
ERNIE KRYGIER, CHAIR												
KIM COONAN, VICE CHAIR												
MICHAEL J. DURANCZYK												
PATRICK H. BESON												
VAUGHN J. BEGICK												
DONALD J. TILLEY												
BRIAN K. ELDER, EX OFFICIO												

MOTION NO.

COMMISSIONERS PRESENT		23	24	25	26	27	28	29	30	31	32	33
ERNIE KRYGIER, CHAIR												
KIM COONAN, VICE CHAIR												
MICHAEL J. DURANCZYK												
PATRICK H. BESON												
VAUGHN J. BEGICK												
DONALD J. TILLEY												
BRIAN K. ELDER, EX OFFICIO												

OTHERS PRESENT: E.GWIZDALA, C.MAILLETTE, M.GRAY, M.FITZHUGH, T.QUINN, J.MILLER, T.PAIGE, L.LOGAR, R.REIMANN, K.RUBIS, N.MADAJ, R.REDMOND, BAY 3 TV, D.BERGER

M-MOVED; S-SUPPORTED; Y-YEA; N-NAY; ABS.-ABSTAIN; E-EXCUSED; A-ABSENT

PERSONNEL/JUDICIAL COMMITTEE

TUESDAY, JULY 20, 2010

PAGE 2

MOTION NO.

NOTE: In addition to these typed minutes, this Committee meeting was also taped by Bay 3 TV and those tapes are available for review in the Administrative Services Department.

1 **MOVED, SUPPORTED AND CARRIED TO APPROVE THE MINUTES OF THE JUNE 15, 2010 PERSONNEL/JUDICIAL COMMITTEE MEETING AS PRINTED.**

Public input was called with no one expressing a desire to address the Committee.

2 **MOVED, SUPPORTED AND CARRIED TO RECEIVE NOTIFICATION OF RECLASSIFICATION OF ELIZA CORTEZ FROM SECRETARY II TO ADMINISTRATIVE SECRETARY IN RECREATION/ADMINISTRATIVE SERVICES DEPARTMENT.**

3 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL TO POST/FILL A CUSTODIAN/ATTENDANT (PT) VACANCY IN THE BUILDINGS AND GROUNDS DEPARTMENT.**

4 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL TO POST/FILL AN ON-CALL DRIVER VACANCY IN THE DIVISION ON AGING.**

The next item on the agenda was a proposed resolution approving the POLC Command Officers labor agreement for 2009-2011. Tim Quinn, Personnel Director, advised of the terms of the agreement and it was

5 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE POLC COMMAND OFFICERS LABOR AGREEMENT FOR 2009-2011.**

Commissioner Tilley reminded that this coming week-end is the Munger Potato Festival and he invited everyone to attend.

**PERSONNEL/JUDICIAL COMMITTEE
TUESDAY, JULY 20, 2010
PAGE 3**

MOTION NO.

There being no further business, it was

6 MOVED, SUPPORTED AND CARRIED TO ADJOURN (4:04 P.M.).

Submitted by:

Deanne Berger.

**Deanne Berger
Board Coordinator**



**BAY COUNTY
PERSONNEL DEPARTMENT**

**Thomas L. Hickner
County Executive**

Tim Quinn
Personnel Director
quinnt@baycounty.net

August 12, 2010

Ernie Krygier, Chairperson
Personnel/Judicial Committee
Bay County Board of Commissioners
515 Center Avenue
Bay City, MI 48708

Re: **Item(s) for the Personnel/Judicial Agenda
August 17, 2010 Non-Represented parity**

Dear Commissioner Krygier:

Please consider the following item(s) for the agenda of your committee for the meeting on August 17, 2010.

1. **Request:** Grant parity to non-represented full time employees on the major contractual provisions granted the Steelworkers and several other bargaining units in the County.

Background: In lieu of raises in 2009 and 2010, the Steelworkers, as well as seven other bargaining units have agreed to the following enhancements in their collective bargaining agreements.

"Each employee covered by this agreement shall be entitled to three Personal Holidays for each year of this agreement in addition to the other time off provisions of this Section 19. Such Holidays shall be administered in the same manner as **Section 18, Vacation and Section 10, Scheduling**. These days must be taken off by December 31, 2011, or they shall be forfeited. In no event shall any employee receive pay in lieu of taking these six days off or be paid overtime for working on a previously scheduled Personal Holiday."

and

"Benefits prior to this Memorandum of Understanding required that a mammography be covered one per calendar year, no age restrictions at 80% after deductible. Subsection 10.A. eliminates the deductible and percent co-pay requirements from screening mammography services provided by PPO network providers."

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"Benefits prior to this Memorandum of Understanding did not cover adult immunizations, only childhood immunizations up to the age of 16. Subsection 10.B. adds adult immunizations approved by BCBS under this additional benefit rider as recommended by the Advisory Committee on Immunization Practices and the American Academy of Pediatrics when provided by participating provider."

"Benefits prior to this Memorandum of Understanding for preventive care services were subject to a \$250 maximum (cap) per member per calendar year. Subsection 10.C. eliminates the cap, so that all preventive services as dictated by the BCBS coverage become covered at 100% up to the plan limits without a cap on the maximum dollars spent in this category."

Finance/Economics: The impact should be nominal: the health care coverage needs to be the same for the entire County; and non-represented employees are not covered by overtime when they are not present at work.

Recommendation: Move a resolution granting the above provisions to non-represented full-time employees to the Board of Commissioners for approval.

Thank you for considering these items for the agenda of your committee.

Sincerely



Tim Quinn, Director
Personnel and Employee Relations
And Finance Officer

cc: Tom Hickner
Michael Gray
Marty Fitzhugh
Crystal Hebert

BAY COUNTY BOARD OF COMMISSIONERS

9/14/10

RESOLUTION

BY: PERSONNEL/JUDICIAL COMMITTEE (8/17/10)

WHEREAS, In lieu of raises in 2009 and 2010, the Steelworkers, as well as seven other bargaining units, received enhancements in their collective bargaining agreements as follows; and

1. "Each employee covered by this agreement shall be entitled to three Personal Holidays for each year of this agreement in addition to the other time off provisions of this Section 19. Such Holidays shall be administered in the same manner as **Section 18, Vacation and Section 10, Scheduling**. These days must be taken off by December 31, 2011, or they shall be forfeited. In no event shall any employee receive pay in lieu of taking these six days off or be paid overtime for working on a previously scheduled Personal Holiday"

A. 2. "Benefits prior to this Memorandum of Understanding required that a mammography be covered one per calendar year, no age restrictions at 80% after deductible. Subsection 10.A. eliminates the deductible and percent co-pay requirements from screening mammography services provided by PPO network providers."

A. 3. "Benefits prior to this Memorandum of Understanding did not cover adult Immunizations, only childhood immunizations up to the age of 16. Subsection 10.B. adds adult Immunizations approved by BCBS under this additional benefit rider as recommended by the Advisory Committee on Immunization Practices and the American Academy of Pediatrics when provided by participating provider."

4. "Benefits prior to this Memorandum of Understanding for preventive care services were subject to a \$250 maximum (cap) per member per calendar year. Subsection 10.C. eliminates the cap, so that all preventive services as dictated by the BCBS coverage become covered at 100% up to the plan limits without a cap on the maximum dollars spent in this category."

WHEREAS, The Impact should be nominal: the health care coverage needs to be the same for the entire County; and non-represented employees are not covered by overtime when they are not present at work; and

BAY COUNTY BOARD OF COMMISSIONERS

9/14/10

RESOLUTION

BY: PERSONNEL/JUDICIAL COMMITTEE (8/17/10)

WHEREAS Administration recommends granting the above provisions to non-represented full-time employees; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the above outlined provisions to non-represented Bay County employees.

ERNIE KRYGIER, CHAIR
AND COMMITTEE

2009-2010 Non-Represented Parity

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglck				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____

AMENDED _____ CORRECTED _____ REFERRED _____



**BAY COUNTY
PERSONNEL DEPARTMENT**

Thomas L. Hickner
County Executive

Tim Quinn
Personnel Director
quinnt@baycounty.net

August 12, 2010

Ernie Krygier, Chairperson
Personnel/Judicial Committee
Bay County Board of Commissioners
515 Center Avenue
Bay City, MI 48708

**Re: Item for the Personnel/Judicial Agenda
August 17, 2010 – Dependent Audit**

Dear Commissioner Krygier:

Please consider the following item for the agenda of your committee for the meeting on August 17, 2010.

1. **Request:** Enter into a contractual relationship with BASIC, a corporation specializing in human resources services, to conduct a dependent audit of County employees with health care coverage.

Background: The national average for conducting a survey of employees reveals that between 5-15% of employees have ineligible dependents on their health insurance policies. At an average of \$2,400 per dependent per year (national average), this would amount to a overpayment by the county of between \$43,000 and \$120,000 a year.

The audit will be conducted concurrently with the annual health care enrollment. All supporting documentation gathered by BASIC will be turned over to the County at the end of the audit. Employees will be notified of the audit prior to the enrollment period.

PEBS recommends audit every three to five years. It is unknown when the last Independent audit was conducted.

With the implementation of the new Health Care Act, the need for an audit of this type increases.

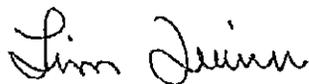
Finance/Economics: Contractual cost of \$20 per covered employee. This amount will not exceed \$8,000. BASIC is one of the two firms recommended by PEBS. The other firm provides essentially the same level of service, but would charge \$16,750.

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Recommendation: Pending review and approval by Corporation Counsel, move this item to the full board by resolution authorizing the Chairman of the Board of Commissioners to enter into a contract with BASIC to begin preparations as soon as possible.

Thank you for considering these items for the agenda of your committee.

Sincerely



Tim Quinn, Director
Personnel and Employee Relations
And Finance Officer

cc: Tom Hickner
Michael Gray
Marty Fitzhugh
Crystal Hebert

BAY COUNTY BOARD OF COMMISSIONERS

9/14/10

RESOLUTION

BY: PERSONNEL/JUDICIAL COMMITTEE (8/17/10)
 WHEREAS, The national average for conducting a survey of employees reveals that between 5-15% of employees have ineligible dependents on their health insurance policies; and
 WHEREAS, At an average of \$2,400 per dependent per year (national average), this would amount to an overpayment by the county of between \$43,000 and \$120,000/year; and
 WHEREAS, Administration proposes that an independent audit of County employees with health care coverage be conducted by BASIC, a corporation specializing in human resources services; and
 WHEREAS, The audit will be conducted concurrently with the annual health care enrollment and employees will be notified of the audit prior to the enrollment period; and
 WHEREAS, All supporting documentation gathered by BASIC will be turned over the to County at the end of the audit; and
 WHEREAS, It is recommended by Professional Employee Benefits Solution that an audit be conducted every 3 to 5 years and it was unknown when the last independent audit was conducted for Bay County; and
 WHEREAS, The contractual cost for this service is \$20 per covered employee and it is anticipated the total cost will not exceed \$8,000; Therefore, Be It
 RESOLVED That the Bay County Board of Commissioners approves entering into a contract with BASIC to conduct an audit of County employees/dependent health care coverage at a cost not to exceed \$8,000 monies to come from Fund Balance; Be It Further
 RESOLVED That the Chairman of the Board is authorized to execute said Contract on behalf of Bay County following legal review/approval; Be It Finally
 RESOLVED That budget adjustments required are approved.

ERNIE KRYGIER, CHAIR
 AND COMMITTEE

Personnel - BASIC Agt
 MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygier				Eugene F. Gwizdala			
Vaughn J. Beglck				Klm Coonan				Donald J. Tilley			

VOTE TOTALS:
 ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
 VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
 AMENDED _____ CORRECTED _____ REFERRED _____

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**BAY COUNTY
PERSONNEL DEPARTMENT**

Thomas L. Hickner
County Executive

Tim Quinn
Personnel Director
quinnt@baycounty.net

August 12, 2010

Ernie Krygier, Chairperson
Personnel/Judicial Committee
Bay County Board of Commissioners
515 Center Avenue
Bay City, MI 48708

Re: **Item for the Personnel/Judicial Agenda August 17, 2010**

Dear Commissioner Krygier:

Please consider the following item for the agenda of your committee for the meeting on August 17, 2010.

- Request:** Enter into a contractual relationship with MedTipster LLC to provide services which will reduce employees' and the County's cost for generic prescription medications.
- Background:** MedTipster LLC is a prescription benefit overlay for a traditional pharmacy benefit plan. It surveys costs for generic medications at pharmacies across the United States. Traditionally there is a wide spread of costs charged by different pharmacies, often \$100 or more. MedTipster LLC surveys these and then issues a card to covered employees which lists the pharmacies that are below \$15.99 for the listed medication. Employees who choose to utilize the pharmacy listed will not be required to pay a co-pay.
- This program is entirely voluntary, and employees who choose other pharmacies and make a co-pay may continue to do so. This program only supplements, not displaces, the prescription medication program currently in place.
- This program does not affect "name-brand" prescription medications, as those prices do not vary.

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Finance/Economics: Contractual cost of \$1.50 per employee per month. Based on the current count of 340 covered employees and 200 retirees, this would amount to a cost to the County of \$9,720, annualized. However, in a survey of actual purchases of prescription medications by Bay County employees in the period between January 1, 2010 and March 31, 2010, the County would have saved on an annualized basis \$165,294, (net) if 100% of covered employees participated. In addition, employees will have the opportunity to reduce or eliminate co-pays on their generic prescription medications.

Moreover, this will not cause an administrative burden, as all implementation tasks associated with this will be handled by a third party at no additional expense.

Recommendation: Pending review and approval by Corporation Counsel, move this item to the full board by resolution authorizing the Chairman of the Board of Commissioners to enter into a contract with MedTipster, LLC to effectuate coverage by October 1, 2010.

Thank you for considering this item for the agenda of your committee.

Sincerely



Tim Quinn, Director
Personnel and Employee Relations
And Finance Officer

cc: Tom Hickner
Michael Gray
Marty Fitzhugh
Crystal Hebert

BAY COUNTY BOARD OF COMMISSIONERS

9/14/10

RESOLUTION

BY: PERSONNEL/JUDICIAL COMMITTEE (8/17/10)

WHEREAS, MedTipster LLC is a prescription benefit overlay for a traditional pharmacy benefit plan which surveys costs for generic medications at pharmacies across the United States; and

WHEREAS, Traditionally there is a wide spread of costs charged by different pharmacies, often \$100 or more. MedTipster LLC surveys these and then issues a card to covered employees which lists the pharmacies that are below \$15.99 for the listed medication. Employees who choose to utilize the pharmacy listed will not be required to pay a co-pay; and

WHEREAS, This supplemental program is entirely voluntary, and employees who choose other pharmacies and make a co-pay may continue to do so; and

WHEREAS, This program does not affect "name-brand" prescription medications; and

WHEREAS, The projected cost of this service is \$9,720 for 340 covered employees and 200 retirees; and

WHEREAS, In a survey of actual purchases of prescription medications by Bay County employees between 1/1/2010 and 3/31/10, the County would have saved on an annualized basis \$165,294 (net) if 100% of covered employees participated; and

WHEREAS, County employees will have the opportunity to reduce or eliminate co-pays on their generic prescriptions; and

WHEREAS, The implementation tasks associated with the will be handled by a third party at no additional expense to the County; Therefore, be it

RESOLVED That the Bay County Board of Commissioners authorizes entering into an Agreement w/MedTipster, LLC. to effectuate coverage by 10/1/10 at a cost of \$9,720, monies to come from Fund Balance; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute said Agreement on behalf of Bay County following legal review/ approval; Be It Further

RESOLVED That budget adjustments required are approved.

ERNIE KRYGIER, CHAIR
AND COMMITTEE

Personnel - MedTipster LLC Agt
MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:
 ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
 VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
 AMENDED _____ CORRECTED _____ REFERRED _____



**BAY COUNTY
PERSONNEL DEPARTMENT**

Thomas L. Hickner
County Executive

Tim Quinn
Personnel Director
quinnt@baycounty.net

August 12, 2010

Mr. Ernie Krygier, Chairperson
Personnel/ Judicial Committee
Bay County Board of Commissioners
515 Center Avenue
Bay City, MI 48708

Re: Items for the Agenda of the Personnel/Judicial Committee

Dear Commissioner Krygier:

Please consider the following Item(s) for the agenda of your committee for its meeting on August 17, 2010.

- Request:** We have received a request from Leonard Norman to fill 3 vacancies at 9-1-1 Central Dispatch: Chief Dispatcher I (1 position vacant) and Dispatcher (2 positions vacant).

Background: The Chief Dispatcher position was vacated due to an internal transfer and the 2 dispatcher vacancies were caused by resignations.

Finance/Economics: Chief Dispatcher: Full-time position with benefits at \$14.27 per hour entry, progressing to \$19.41 per hour after 4 years (CD03).
Dispatcher: Full-time position with benefits at \$12.57 per hour entry, progressing to \$17.06 per hour after 4 years (CD01).

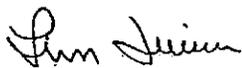
Recommendation: Please approve the posting and filling of the Chief Dispatcher and Dispatcher positions.

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Mr. Ernie Krygier, Chairperson
Personnel/ Judicial Committee
August 12, 2010
Page Two

Thank you for your consideration.

Sincerely,



Tim Quinn, Director
Personnel and Employee Relations

cc: Tom Hickner
Michael Gray
Marty Fitzhugh
Leonard Norman

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BAY COUNTY BOARD OF COMMISSIONERS

9/14/10

RESOLUTION

BY: PERSONNEL/JUDICIAL COMMITTEE (8/17/10)

RESOLVED By the Bay County Board of Commissioners that concurrence is given to post/advertise/fill the following full time/part time/temporary/seasonal or co-op positions/vacancies, monies for said positions to come from the respective departmental budgets:

- A. 9-1-1 Central Dispatch - Chief Dispatcher (ft - \$14.27/hr. entry)
- B. 9-1-1 Central Dispatch - Dispatcher (ft - \$12.57/hr. entry)

RESOLVED That budget adjustments, if required, are approved.

RESOLVED That it is clearly understood that any positions funded through a grant shall be terminated if grant funding is terminated.

ERNIE KRYGIER, CHAIR
AND COMMITTEE

Vacancies - September 14

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygier				Eugene F. Gwizdala			
Vaughn J. Beglck				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____