

DRAFT

MEETING MINUTES

NOTICE OF POSSIBLE QUORUM / MEETING OF THE WILLIAMSON COUNTY COMMISSIONER'S COURT

Notice is hereby given that members of the Commissioner's Court of Williamson County, Texas, may assemble in numbers that constitute a quorum at a public meeting to be conducted / hosted by a quorum of the Williamson County Benefits Committee at the following location, date and time:

**Date & Time: June 15, 2016, 9:00 a.m.
Williamson County Inner Loop Annex
Human Resources Training Room
301 F\E Inner Loop, Suite 108
Georgetown, Texas 78626**

NOTICE OF POSSIBLE QUORUM OF WILLIAMSON COUNTY COMMISSIONERS COURT

Although the Williamson County Commissioners Court will take no action at the meeting, notice is hereby given, in accordance with the Texas Open Meetings Act, that a quorum of such members of the Williamson County Commissioners Court may be present at the meeting and such members may receive information from, give information to, ask questions of, or receive questions from any member of the Williamson County Benefits Committee or any third person, including an employee of Williamson County, about the public business or public policy over which the Williamson County Commissioners Court has supervision or control.

The Williamson County Benefits Committee will be conducting the Monthly Benefits Committee Meeting to discuss, deliberate, and take action upon the Williamson County Benefits Committee matters listed herein-below.

Agenda Items:

1. Roll Call.

Present: John Sneed, Committee Chair
Dan A. Gattis, Committee Member
Jay Schade, Committee Member
Lisa Birkman, Committee Member
James Carmona, Committee Member
John Teel, Committee Member

Absent: Terron Evertson, Committee Member

Others Present: Shannon Francis, Legal Counsel
Tara Raymore, Human Resources Director
Shelley Loughrey, Director of Benefits Administration
Sally Goetz, Benefits Analyst
Suzanne Diaz, Benefits Specialist

Rebecca Hawes, Broker Consultant - Gallagher Benefits
Aaron Guice, Account Manager - Aetna
Sara Taylor, Account Executive - Seton
Jan Stone, Account Executive - Seton
Danny Bone, Broker Consultant - Gallagher Benefits

Attendees: Jeff Ivy
Kevin Felty
Mary Clark

2. Review and approval of minutes from the April 20, 2016 9:00 a.m. Benefits Committee Meeting.

Motion by: Committee Member Dan A. Gattis

Second: Committee Member Jay Schade

Aye: Committee Chair John Sneed
Committee Member Dan A. Gattis
Committee Member Jay Schade
Committee Member James Carmona
Committee Member John Teel

3. Discuss, consider and take appropriate action regarding Gallagher & Aetna Strategy:
a. Seton Network Provider Issues, Primary Care & Specialist/Treating Privileges
b. 2016 Proposed Plan Changes & Benefit Rates to be presented in July for approval
d. High Claims Review and Gallagher Financial Report

Aye: Committee Chair John Sneed
Committee Member Dan A. Gattis
Committee Member Jay Schade
Committee Member James Carmona
Committee Member John Teel

4. Discuss, consider take appropriate action on authorizing the County Judge to execute the Seton Healthcare Family – Seton Cancer Screening Administrative Letter of Agreement for Mobile Mammography Services to be provided for covered members during the Williamson County Annual Benefit Fair that will be held on September 8, 2016 at the San Gabriel Community Center in Georgetown, TX.

5. Discuss, consider and take appropriate action regarding the approval of the Proposal & Contract For Immunization Services to be performed and provided by the Williamson County and Cities Health District for the 2016 Onsite Flu Shot Immunizations.

Motion by: Committee Member Jay Schade

Second: Committee Member Dan A. Gattis Motion to provide flue shots onsite, during benefit fair and at locations for employee, covered/non-covered spouses, including children at the clinic locations, at no cost to Williamson County.

Aye: Committee Chair John Sneed
Committee Member Dan A. Gattis
Committee Member Jay Schade
Committee Member James Carmona

6. Discuss, consider and take appropriate action approving the Internal Communication to be sent to Elected Officials and Department Heads on behalf of John Sneed, Benefit Committee Chair.

Motion by: Committee Member Jay Schade

Second: Committee Member John Teel Motion to approve final document for John to sign and Shelley to send

Aye: Committee Chair John Sneed

Committee Member Dan A. Gattis

Committee Member Jay Schade

Committee Member James Carmona

Committee Member John Teel

7. Discuss, consider and take appropriate action to approve the Specific and Aggregate Stop Loss RFP and confirm selection committee.

Motion by: Committee Chair John Sneed

Second: Committee Member Jay Schade Motion to approve Stop Loss RFP and review by designated sub-committee. Make recommendations to Commissioners Court for approval.

Aye: Committee Chair John Sneed

Committee Member Dan A. Gattis

Committee Member Jay Schade

Committee Member James Carmona

Committee Member John Teel

8. Review the Human Resources Department Reports.
 - a. Financial Reports
 - b. Audit Report - Benefits Flexible Spending Account

9. Other Business as necessary:
 - a. RFP's Status Update
 - b. Annual Benefit Fair Date Confirmed
 - c. Winston Benefit Enrollment System - Go Live Date
 - d. Discuss Supplemental Insurance Offerings

Next Meeting: July 20, 2016

Motion by: Committee Member Jay Schade

Second: Committee Member James Carmona Motion to have two (2) benefit committee meetings in July 2016.

Aye: Committee Chair John Sneed

Committee Member Dan A. Gattis

Committee Member Jay Schade

Committee Member Lisa Birkman

Committee Member James Carmona

Committee Member John Teel

EXECUTIVE SESSION "The Williamson County Employee Benefits Committee reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultations with Attorney), 551.073 (Deliberations regarding Gifts and Donations), 551.074 (Personnel matters) and Section 551.0785 (Deliberations Involving Medical or Psychiatric Records of Individuals for a benefit from the plan; or a matter that includes a consideration of information in the medical or psychiatric records of any individual applicant for a benefit from the plan)."

Adjourn.

Minutes recorded by:

Sally Goetz

Date

Minutes reviewed by:

Shelley Loughrey

Date