

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: September 21, 2016, 9:00 a.m.
Williamson County Inner Loop Annex
Human Resources Training Room
301 SE 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
James Carmona, Committee Member
John Teel, Committee Member

Absent: Lisa Birkman, Committee Member
Terron Evertson, Committee Member

Others Present: Shannon Francis, Legal Counsel
Tara Raymore, Human Resources Director
Shelley Loughrey, Director of Benefits Administration
Julie Kiley, First Assistant County Auditor
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
Jeff Ivey, URS
Kerstin Hancock, Purchasing
Mary Clark, Comm 1

2. Review and approval of minutes from the July 13, 2016 9:00 a.m. Benefits Committee Meeting.

Motion by: Committee Chair John Sneed

Second: Committee Member Jay Schade Minutes approved

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 the Benefits RFP's:

1. Benefits Broker Consultant

2. EAP Vendor

3. Stop Loss Vendor

Motion by: Committee Member Jay Schade

Second: Committee Member James Carmona RFP - Benefits Broker Consultant -
Holmes/Murphy and Associates

Recommendation to Commissioners Court to select Holmes/Murphy and Associates as
Broker Consultant vendor

Aye: Committee Chair John Sneed

Committee Member Dan A. Gattis

Committee Member Jay Schade

Committee Member James Carmona

Committee Member John Teel

Motion by: Committee Member Jay Schade

Second: Committee Member Dan A. Gattis RFP - EAP Vendor - Deer Oaks

Recommendation to Commissioners Court to select Deer Oaks as EAP vendor

Aye: Committee Chair John Sneed

Committee Member Dan A. Gattis

Committee Member Jay Schade

Committee Member James Carmona

Committee Member John Teel

Motion by: Committee Member Jay Schade

Second: Committee Member James Carmona RFP - Stop Loss Provider - Aetna.

Recommendation to Commissioners Court to select Aetna as the Stop Loss Provider.

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 and take appropriate action regarding Gallagher & Aetna Strategy:
 - a. Presenting Seton Provider Network Map
 - b. High Claims Review and Gallagher Financial Report
5. Discuss, consider and take appropriate action regarding recommending to the Commissioners Court extending Lieutenant James Carmona and Terron Evertson Benefit Committee Terms from 1/1/2017 to 12/31/2019.

Motion by: Committee Member Jay Schade

Second: Committee Member Dan A. Gattis Recommend to Commissioners court to extend James Carmona on Benefits Committee 01/01/2017-12/31/2020
Recommend to Commissioners Court to extend Terron Evertson on Benefits Committee 01/01/2017-12/31/2020

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

Other: Committee Member James Carmona (Abstain)

6. Discuss, consider and take appropriate action regarding applying employee premium deductions the month prior to the employees effective date of coverage.

Motion by: Committee Chair John Sneed

Second: Committee Member Dan A. Gattis Recommend to Commissioners Court to move from 26 pay periods to 24 pay periods annually
Premiums collected 30 days prior to effective day of coverage and coverage for next 30 days

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

7. Review the Human Resources Department Reports.
 - a. Financial Reports
8. Other Business as necessary:
 - a. Benefit Fair - Discuss attendance overall and feedback received from the Benefit Fair attendees
 - b. Winston Benefit Portal Go Live Date
 - c. Open Enrollment

Next Meeting: January 18, 2017

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.

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

Minutes recorded by:

Sally Goetz

Date

Minutes reviewed by:

Shelley Loughrey

Date