

# **D R A F T**

## **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: May 11, 2017, 2:00 p.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  
Jay Schade, Committee Member  
James Carmona, Committee Member  
Terron Evertson, Committee Member  
John Teel, Committee Member

Cynthia Long, Committee Member  
Absent: Dan A. Gattis, Committee Member

Others Present: Hal Hawes, 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  
Kirsten Hancock, Purchasing  
Justin Mottley, Holmes Murphy  
David Gibson, Holmes Murphy  
Randy Parker, Purchasing

2. Review and approval of minutes from the January 25, 2017, 9:00 a.m. Benefits Committee Meeting.

Motion by: Committee Member Jay Schade

Second: Committee Member James Carmona Motion to accept January 2017 minutes

Aye: Committee Chair John Sneed  
Committee Member Jay Schade  
Committee Member James Carmona  
Committee Member Terron Evertson  
Committee Member John Teel  
Committee Member Cynthia Long

3. Discuss, consider, hear final presentations and take appropriate action for the Third Party Administrator RFP for Medical, Dental, Vision, Pharmacy, Cafeteria Plan FSA and Employee Wellness.

Motion by: Committee Member Jay Schade

Second: Committee Member John Teel

Motion to accept the United Healthcare proposal for Medical, Dental, Vision, Pharmacy, Cafeteria Plan FSA and the Employee Wellness program. Submit for Commissioners Court approval and invite UHC to discuss alternative PT/FT EE which will be onsite with the County.

Aye: Committee Chair John Sneed  
Committee Member Jay Schade  
Committee Member James Carmona  
Committee Member Terron Evertson  
Committee Member John Teel  
Committee Member Cynthia Long

4. Discuss, consider and take appropriate action regarding Holmes Murphy Benefit Strategy:

a. Review and approve the Third Party Administrators recommendations for Medical, Dental, Vision, Pharmacy, Cafeteria Plan FSA, and the Employee Wellness Program for Commissioners Court approval.

- b. Review, approve Benefit Plan Premiums and Wellness Incentives for the 2018 Benefit Plan Year
  - c. Benefits Budget Review
  - d. Williamson County Plan Performance
5. Review the Human Resources Department Reports.
- a. Financial Reports
6. Other Business as necessary:
- a. Contract Proposal submitted by the Williamson County Cities Health District to provide Influenza Vaccines to Williamson County Employees and Covered Dependents to be placed on Commissioners Court approval at no cost to the Benefits Budget

Next Meeting: June 14, 2017 at 2:30 p.m.

**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

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Date

Minutes reviewed by:

\_\_\_\_\_  
Shelley Loughrey

\_\_\_\_\_  
Date