

# **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: January 24, 2018, 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: Dan A. Gattis, Committee Member  
Jay Schade, Committee Member  
Terron Evertson, Committee Member  
Cynthia Long, Committee Member

Absent: John Sneed, Committee Chair  
James Carmona, Committee Member  
John Teel, 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  
Suzanne Diaz, Benefits Specialist  
Laurie Macina, UHC Account Manager  
David Gibson, Holmes Murphy  
Steve Watson, UHC  
Matt Nolte, UHC

2. Review and approval of minutes from the November 1, 2017 9:00 a.m. Benefits Committee Meeting.

Motion by: Committee Member Jay Schade

Second: Committee Member Dan A. Gattis

Motion to amend November 1, 2017 minutes as follows:

- Item #3 - No action taken
- Item #4 - No action taken
- Item #5 - no action taken
- Item #6 - Review
- Item #7 - Approved
- Item #8 - No action taken

Aye: Committee Member Dan A. Gattis  
Committee Member Jay Schade  
Committee Member Terron Evertson  
Committee Member Cynthia Long

Other: Committee Chair John Sneed (Absent)  
Committee Member James Carmona (Absent)  
Committee Member John Teel (Absent)

3. Discuss, consider and take appropriate action regarding Holmes Murphy & United Health Care Strategy:
- a. Voluntary Provider (STD, LTD, Voluntary Life) RFP
  - b. RX Plan Design
  - c. United Health Care 2018 Plan Implementation Overview
  - d. Performance Scorecard Update and High Claims Review Holmes Murphy Financial Report
  - e. Health Care Reform
  - f. Core Beliefs exercise for future meetings.
4. Discuss, consider and take appropriate action regarding Benefit Committee Terms.

Motion by: Committee Member Dan A. Gattis

Second: Committee Member Jay Schade

Motion to approve the following terms:

- Elected officials to non-expiring
- Terron Evertson approve through 12/31/2020
- John Teel approve through 12/31/2018

Aye: Committee Member Dan A. Gattis  
 Committee Member Jay Schade  
 Committee Member Terron Evertson  
 Committee Member Cynthia Long

Other: Committee Chair John Sneed (Absent)  
 Committee Member James Carmona (Absent)  
 Committee Member John Teel (Absent)

5. Discuss, consider and take appropriate action on the Benefit Committee Bylaws.

Motion by: Committee Member Jay Schade

Second: Committee Member Cynthia Long

Motion for applicants for general committee members:

- Applicants must be in exempt and non-elected position, have ability to attend benefits committee meetings, have annual training requirements and dept head/elected official approval to participate.

Aye: Committee Member Dan A. Gattis  
 Committee Member Jay Schade  
 Committee Member Terron Evertson  
 Committee Member Cynthia Long

Other: Committee Chair John Sneed (Absent)  
 Committee Member James Carmona (Absent)  
 Committee Member John Teel (Absent)

6. Discuss, consider and take appropriate action regarding EAP Administrative Fee.

Item pulled

Other: Committee Chair John Sneed (Absent)  
 Committee Member James Carmona (Absent)  
 Committee Member John Teel (Absent)

7. Review the Human Resources Department Reports.
- a. Financial Reports - December 2017 Williamson County Balance Sheet - Unreserved Fund Balance
  - b. Record 2017 IFEBP Conference Certificate of Attendance
  - c. 2018 IFEBP Conference Registration Oct. 14th - 17th, New Orleans, LA

Next Meeting: May 16, 2018, 9:00 a.m.

Additional meeting added March 21, 2018

- Core Belief exercise by Holmes/Murphy

**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:

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Suzanne Diaz

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Date

Minutes reviewed by:

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Shelley Loughrey

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Date