

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 20, 2021, 9:00 a.m.
Williamson County Georgetown Annex
Human Resources
100 Wilco Way, Suite 101
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: Bill Gravell, Jr., County Judge
Terron Evertson, Committee Member
Cynthia Long, Committee Member
Cathy Mendoza, Committee Member
Mike Knipstein, Committee Member
John Pelczar, Committee Member
James Carmona, Committee Member

Others Present: Stan O. Springerley, Assistant General Counsel to Williamson County Commissioners' Court
Shelley Loughrey, Director of Benefits Administration
Julie Kiley, First Assistant County Auditor
Suzanne Diaz, HR Analyst
Tanya Haught, United Health Care Consultant
Matt Nolte, United Health Care Consultant
Laurie Macina, United Health Care Consultant
Kaitylin Beard, Holmes Murphy, Benefit Broker Consultant
David Gibson, Holmes Murphy, Benefit Broker Consultant
Rebecca Clemons, SR HR Director of Human Resources
Jack Drakeford, United Healthcare Consultant
Melanie Denny, County Auditor - Financial Director
Myranda Carlson, HR Benefits Specialist

2. Review and approval of minutes from the October 2, 2020, 9:00 a.m. Benefits Committee Meeting.

Motion by: Committee Member Cathy Mendoza

Second: Committee Member Cynthia Long

Motion to approve October 2, 2020 Benefits Committee Meeting minutes

Aye: County Judge Bill Gravell, Jr.

Committee Member Terron Evertson

Committee Member Cynthia Long

Committee Member Cathy Mendoza

Committee Member John Pelczar

3. Discuss, consider and take appropriate action regarding Holmes Murphy & United Health Care Strategy:

Holmes Murphy -

- Updated Medical/RX Claim trend updates
- Wellness Portal Vendor comparisons

United Health Care -

- 2021 Final Open Enrollment, Enrollment Update
- Local Network Update
- Naviguard - OON Member Advocacy
- May 1, 2021 PDL Updates
- Cancer Support Program - new for 2021

No motion needed for Rebecca Clemons, Shelley Loughrey and Angela Collins, Wellness Coordinator, to move forward with obtaining more information on the Wellness Portal Vendor comparisons

Aye: Committee Member Terron Evertson

Committee Member Cynthia Long

Committee Member Cathy Mendoza

Committee Member James Carmona

Committee Member John Pelczar

Committee Member Mike Knipstein

4. Discuss, consider and take appropriate action to approve the May 1, 2021 PDL updates as recommended by United Health Care.

Motion by: Committee Member Cynthia Long

Second: Committee Member John Pelczar

Motion to accept 2021 PDL changes as proposed by United Healthcare

Aye: Committee Member Terron Evertson

Committee Member Cynthia Long

Committee Member Cathy Mendoza

Committee Member James Carmona
Committee Member John Pelczar
Committee Member Mike Knipstein

5. Discuss, consider and take appropriate action regarding the appointment and recommendation to Commissioners Court, Assistant Chief James Carmona of the Sheriff's Office and EMS Director, Mike Knipstein, of the Emergency Medical Services Department as Voting Benefit Committee Members, both terms to extend through 12/31/2022.

Motion by: Committee Member Terron Evertson
Second: Committee Member Cynthia Long

Motion to approve appointing James Carmona and Mike Knipstein to be voting members of the Benefits Committee.
Both terms to extend through 12/31/2022

Aye: County Judge Bill Gravell, Jr.
Committee Member Terron Evertson
Committee Member Cynthia Long
Committee Member Cathy Mendoza
Committee Member John Pelczar

6. Discuss, consider and take appropriate action on a timeline to appoint the Benefit Committee Chair.

Motion by: Committee Member Cynthia Long
Second: Committee Member Cathy Mendoza

Motion to appoint Rebecca Clemons as temporary Chair of Benefits Committee and to revisit appointment in May 2021 Benefits Committee meeting.

Aye: Committee Member Terron Evertson
Committee Member Cynthia Long
Committee Member Cathy Mendoza
Committee Member James Carmona
Committee Member John Pelczar
Committee Member Mike Knipstein

7. Discuss, consider and take appropriate action regarding appointing a selection committee in conjunction with purchasing and Holmes Murphy to prepare the RFP for the Employee Assistance Program.

Motion by: Committee Member Terron Evertson
Second: Committee Member Cynthia Long

Motion to appoint James Carmona and Mike Knipstein to the RFP Selection Committee

Aye: Committee Member Terron Evertson
Committee Member Cynthia Long
Committee Member Cathy Mendoza
Committee Member James Carmona

Committee Member John Pelczar
Committee Member Mike Knipstein

8. Discuss, consider and take appropriate action to appoint Voting Benefit Committee Members to the following subcommittees:
- Employee Wellness Subcommittee
 - Financial Planning Subcommittee

Motion by: Committee Member Cathy Mendoza

Second: Committee Member Terron Evertson

Motion to appoint Mike Knipstein to the Employee Wellness Subcommittee and appoint John Pelczar and Terron Evertson to the Financial Planning Subcommittee

Aye: Committee Member Terron Evertson
Committee Member Cynthia Long
Committee Member Cathy Mendoza
Committee Member James Carmona
Committee Member John Pelczar
Committee Member Mike Knipstein

9. Review the Human Resources Department Reports.
- Financial Reports
 - Wellness Coordinator Position, Angela Collins
 - Benefit Committee Member educational conferences, and virtual conferences through the IFEBP
 - Benefit Committee 2021 Calendar Year Plan

Next Meeting: February 17, 2021 9:00 a.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:

Suzanne Diaz

Date

Minutes reviewed by:

Shelley Loughrey

Date