

**November 20, 2019**  
**Minutes**  
**Health Plan Review Committee Meeting**

**A Health Plan Review Committee Meeting was held on November 20, 2019 in the 3<sup>rd</sup> floor conference room, City Hall, 212 SW 9<sup>th</sup> Street, Lawton, Oklahoma at 2:00 pm and was presided over by Rusty Whisenhunt, Chairman.**

The agenda for the meeting was posted on the bulletin board in City Hall in compliance with the Oklahoma Open Meeting Act.

**I. Roll Call**

Members Present: Rusty Whisenhunt  
Britt Hubbard  
Albert Ozuna  
David Raynor  
Charlotte Brown (alternate)  
Tiffani Burk (alternate)  
Scott Kisner (LPD alternate)

Members Absent: Richard Rogalski\*  
James Churchwell\*\*  
Bob Bigham\*\*  
Bruce Kizarr \*\*  
John Schwenk\*  
\* excused  
\*\* unexcused

Others Present: Dewayne Burk, HR Director  
Megan Loftis, Benefits Coordinator  
Todd Chapman, NFP, Vice President Select Market  
Melani Welchel, Healthcare Highways  
Mary Nash and Charles Angel, for Municipal Health Solutions

**II. Financial Report**

**Supplemental Bank Reconciliation**

Bank balance as of October 31, 2019	\$	262,719.56
Outstanding Deposits	\$	1,357,010.19

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Cleared Checks as of 11/15/2019	\$ 1,325,532.57
Outstanding Claims (Self-Funded)	\$ 181,640.41
Outstanding Claims (Pass through)	\$ -
Due to City of Lawton General Fund	\$ 1,250,000.00
Deposits in Transit	\$ -

**Adjusted Balance as of Sept 13, 2019 \$ (1,137,443.23)\***

\*This balance does not reflect the actual amount of available funds in this account. It is only informational in nature and only for the use of the health committee. This is a compilation of all known outstanding debts and revenues for this account to date.

Kristin Huntley, Budget and Compliance Supervisor could not attend the meeting. She provided the financial documents to be passed out. Whisenhunt has questions for Huntley regarding reconciliation of funds and will present those to her at the next meeting.

Whisenhunt had questions regarding the life insurance contributions especially since the City made the change to 1x an employee's annual salary.

Whisenhunt also had questions regarding COBRA from October of 2018. Whisenhunt stated the employee's contribution to COBRA and those costs should be pass through. Whisenhunt felt something was incorrect with those numbers.

Whisenhunt felt there may be some contribution errors that may amount to \$50,000.00. Whisenhunt would like to get clarification from finance on those errors.

**Whisenhunt stated the committee would accept Huntley's report and move onto the Wellness update. No vote to approve the financial report took place.**

**III. Wellness Committee update**

Chair Charlotte Brown reported the committee met again in early November. Brown shared the results from the Wellness survey handed out at the Wellness fair. The results showed 75% of employees were interested in participating in a wellness plan. The goal for the next meeting is for the committee to bring in ideas for an actual wellness plan. The committee hopes to put a plan together and bring it to the health committee in January and then implement the wellness plan in March. Brown stated 90 employees filled out a survey.

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Todd Chapman with NFP stated he would give to HR a wellness binder that they created in FY16-17 for possible ideas that the wellness committee could use.

Brown mentioned there was a blurb in the employee newsletter asking for members to join the Wellness Committee.

Whisenhunt stated the focus needs to be all around and not just at City Hall. There are a lot of employees who work in the field. Timing also seems to be an issue for employees, or lack thereof.

**IV. Wellness update**

Loftis stated there is a Blood Drive set in the Public Works yard on February 7<sup>th</sup>.

The City had a Blood Drive at City Hall on November 8<sup>th</sup> and OBI interviewed 17 donors and after 3 were deferred they had 14 people give blood. This includes 6 that gave double red cells, plus 3 first time donors.

**V. Minutes**

Whisenhunt asked for a motion to approve the minutes from the September 18, November 11 and November 15 meetings.

**Motion made by Hubbard to approve the minutes, second by Ozuna.**

**Ayes: All – Nays: None. (T. Burk did not vote)**

**Motion approved.**

**VI. Old Business**

- a. Wellness Incentive (physicals) for next fiscal year and take action if required.

**Item was not discussed.**

**VII. New Business**

- a. Presentation by Municipal Health Solutions

Charles Angel and Mary Nash presented information about Municipal Health Solutions (MHS). Ms. Nash works for a subsidiary of American Fidelity and focuses on health and welfare plan consulting. Approximately 1 ½ years ago she was contacted by Oklahoma Municipal League (OML) to help with their federal plan which is designed specifically for municipalities. The board of Municipal Health Solutions is made up of mayors and HR

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professionals from municipalities across the state. The hope is for it to be active the first of the year and right now everything is being finalized including the licensing.

Ms. Nash stated this is something she hopes to present to municipalities the first of January, and it'll be presented as a one stop benefit package. The plan will include more than just health benefits, it'll also include administrative benefits including Section 125.

Municipal Health Solutions would mean there would be no need for a broker, although if one is preferred, they are willing to work with a broker.

Ms. Nash stated she couldn't get into more specifics without getting data from the City of Lawton, but right now is a great time to consider it especially with the size of Lawton.

Whisenhunt stated that the City's current plan doesn't end until the end of June. Whisenhunt asked if there was some portion of the plan that the City does not want to opt into is that option specifically in regard to 457. Ms. Nash stated yeah, that would be fine. Mr. Angel also stated he felt that wouldn't be a problem. Both stated they would find out further if the committee asked them too.

Whisenhunt asked how many municipalities are signed up right now. Ms. Nash stated with this being new they haven't sold any plans to any municipalities yet, but there is a lot of interest, approximately 40-50 municipalities.

Whisenhunt asked about stop loss, networks and who the PBA is. Ms. Nash stated the provider is Healthcare Highways but if the City joined and had strong feelings about Healthcare Highways then they could certainly discuss options.

T. Burk asked if the plans were already established. Ms. Nash stated they were but because they don't have licensing yet, they cannot go out and present the plans.

Mr. Angel stated Municipal Health Solutions has five plans to give options.

Whisenhunt asked about ancillary coverage; dental, vision and how those were to be handled. Ms. Nash stated those are options that you can select, and it would go through American Fidelity. If the City wanted to keep any current ancillary providers it is something they could move over with American Fidelity.

T. Burk asked Ms. Nash if he and her team are kind of like a broker. Ms. Nash stated yes, but this is designed to be without a broker and that would save the City that broker fee.

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Whisenhunt stated right now the City uses Liazon for enrollment. Ms. Nash stated their enrollment would be an in-person enrollment. Brown asked MHS if they would bring staff to Lawton to enroll approximately 900 employees. Mr. Angel stated yes, they have salary staff for just that purpose.

Chapman asked if each city would be individually underwritten. Mr. Angel and Ms. Nash stated yes. Whisenhunt asked if it was individually underwritten how would the rates be set. Chapman asked if rates would be set based on each city. Ms. Nash stated the base rate would be based on each city individually and then could be adjusted. Whisenhunt asked if the City's rates could be different than Weatherford's and Ms. Nash stated quite possibly yes.

PBM would be with Healthcare Highways CerpasRx.

Chapman asked who the plan fiduciary would be. Ms. Nash stated it would go back to MHS. Ms. Nash stated appeals would go to the MHS board, but the City would have a voice on that board.

Chapman asked if Mr. Angel or Ms. Nash knew if OML had previously tried to establish a plan. Mr. Angel and Ms. Nash were unsure as it was before their time. Chapman stated he knew for a fact they had and that it defaulted.

Whisenhunt asked if one municipality in the plan is having financial issues, how would that be handled. Ms. Nash stated it would be just like a self-funded group and adjustments would have to be made, probably to just the group struggling, not everyone.

There were no other questions. *(Ms. Nash and Mr. Angel left)*

T. Burk stated we don't want to be the guinea pigs, let them have their first year and see how it goes. The committee agreed.

D. Burk stated he asked for them to come and present because the City Manager has asked for him to explore every option possible.

Chapman stated he knew that MHS was having trouble getting a stop loss carrier and they are hoping to get preferred pricing with having many members.

- b. Discuss RFP for Benefit Broker Services and make a recommendation

Whisenhunt stated we had the two meetings with four brokers and asked the committee for thoughts and opinions on those.

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Loftis made a list of comparisons between the four for everyone to look at and reference.

Whisenhunt stated it is between Insurica, Gallagher, NFP and Higginbotham and he is leaning towards Higginbotham. Higginbotham brings some value-added benefit in that we don't have to pay \$80,000 a year with Liazon which saves our plan. From when Higginbotham was the broker before, they brought plan advice, premium changes, plan savings, co-pay changes, Plan 65 changes and savings.

Kisner stated when we had Higginbotham previously, if employees had issues it would have been resolved before the employee would have had to file an appeal with the committee.

Whisenhunt stated customer service was great and you'd get an answer almost immediately.

T. Burk stated she was never told by Higginbotham "I can't do that". Luann (with Higginbotham) handled everything.

T. Burk stated Luann also did everything for Plan 65. Higginbotham did our Plan 125 change from a January 1<sup>st</sup> date to July 1<sup>st</sup> with no real issues, it went smooth.

Brown stated it's the same staff as before.

Raynor stated something he noticed was when Higginbotham gave their presentation that something would cost \$2.00 per person to file, Cindy Griffin (with HR) would state that we're paying \$4.00 per person now, etc.

Loftis stated that was for the FSA.

Raynor stated there were 3 or 4 things that he noticed were cheaper with Higginbotham.

T. Burk and Loftis stated with Discovery Benefits, we do not have a direct contact person. Brown stated it takes forever to get a response and it's always from a different person.

Kisner has an issue with Discovery Benefits right now regarding his insulin for a charge that was placed on his flex card that he didn't authorize. Discovery Benefits told Kisner he had to pay it back or they'd shut his card off.

Whisenhunt stated the commission structure between the four brokers were really close if you look at it. NFP and Gallagher had additional costs for services of Liazon. Insurica we would pay for their enrollment platform.

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Whisenhunt stated with NFP we have had several new people and with Higginbotham they still have the same staff as when the City had them before.

Raynor liked that Higginbotham could make a booklet because he felt education was lacking with employees.

T. Burk stated in the past Higginbotham helped draft letters to be sent out to employees. T. Burk didn't know if NFP currently does that. D. Burk confirms that NFP did not.

D. Burk stated in respect to Todd with NFP, he has no issues. Todd responds when he's emailed, and he cannot fault Todd on anything that happened prior to him moving into the HR Director role in April.

D. Burk told Todd that turnover rates at NFP were concerning to the committee. Whisenhunt stated every time the City had open enrollment NFP had new employees coming in.

D. Burk stated he could work with whoever the committee picked.

D. Burk stated NFP and Higginbotham were almost identical. Higginbotham had stepped up their game by having their own portal. D. Burk asked Todd why they didn't have their own enrollment portal and Todd stated they were looking into it.

D. Burk stated Insurica is local and Gallagher is one of the biggest broker firms out there.

Whisenhunt stated NFP should have noticed that our plan was going south and they should have come in with a plan. Another thing is Higginbotham had someone come to wellness committee meetings and if they couldn't show up then they were on the phone.

Loftis stated James Sizemore from NFP came down last week and asked about the wellness committee. He also said to email him with any questions. Loftis stated she emailed Sizemore 4 or 5 questions and still hasn't received a response.

Brown stated NFP was at the last Health Committee meeting where they talked about the wellness committee.

Whisenhunt stated the committee is not happy with how things are today.

Raynor asked shouldn't NFP be looking at all aspects of our plan and systems.

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Kisner stated a broker should be your problem solver. And the problem Kisner has is employees cannot get an answer out of anyone and then must file an appeal with the health committee.

A discussion about health providers, plan documents and premium/deductibles started, and Whisenhunt stated that was a discussion that will happen in January.

Whisenhunt stated his opinion is Higginbotham as number 1 and then Gallagher, Insurica and then NFP

**Motion made by Kisner, second by Ozuna to recommend selecting Higginbotham as the broker beginning January 1, 2020.**

**Ayes: All – Nays: None. (T. Burk did not vote)**

**Motion carried.**

c. Review proposed changes to the Plan Document concerning new hire eligibility.

D. Burk stated the handout the committee was looking at was a language change on the onboarding process. The previous HR Director had it setup if you were hired before the 20<sup>th</sup> of the month and you had the 30 days to enroll in benefits and benefits would start at the first of the next month. This past Monday we had a group of employees who started on the 18<sup>th</sup> of the month. That gives them until the 18<sup>th</sup> of the next month to enroll, which puts them not paying the premium for one pay period of the month they are covered if they enroll on the last date the window is open.

We are missing collected premiums.

T. Burk stated that was not the way it was intended. T. Burk remembers when she and the previous HR Director had a long discussion on it.

Loftis stated that is not what has been happening for the past few years. Payroll confirmed.

D. Burk stated if you read the language, that's how it's written.

Whisenhunt stated our plan is losing money.

D. Burk stated this is why we are cleaning up the language. The new language would be the first month immediately following 30 days of employment. So now there won't be an opportunity to miss a premium.

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Whisenhunt stated we are seeing 5 and 10 thousand dollars here and there and it's really adding up.

D. Burk stated if the committee doesn't want to change the language then we need the ability to go back and collect both premiums out of one check. However, if you're a laborer, that could be your entire check.

T. Burk stated we need to look at that too when an employee leaves employment. We need to make sure we are collecting 2 premiums if they want insurance through the end of the month.

**Motion made by Kisner, second by Ozuna to recommend changing the language regarding new hire benefits to be effective December 1, 2019.**

**Ayes: All – Nays: None (T. Burk did not vote)**

**Motion carried.**

**Motion made by Ozuna, second by Hubbard to convene in Executive Session.**

**Ayes: All – Nays: None (T. Burk did not vote)**

**Motion carried.**

**Motion made by Kisner, second by Ozuna to reconvene in open session. Ayes:**

**All – Nays: None (T. Burk did not vote)**

**Motion carried.**

**VII. Executive Session**

- a. Pursuant to Section 3017(B) (7), Title 25, Oklahoma Statutes, consider convening in executive session to discuss the medical appeal of Capps and take appropriate action in open session as necessary.

**After further review of the City's Summary Plan Document, Capps' reason for appeal is covered according to the SPD therefore no action is needed.**

- b. Pursuant to Section 3017(B) (7), Title 25, Oklahoma Statutes, consider convening in executive session to discuss the medical appeal of Carter and take appropriate action in open session as necessary.

**Motion made by Kisner to pay the claims of Carter and his wife by exception, second by Raynor.**

**Ayes: All – Nays: None (T. Burk did not vote)**

**Motion carried.**

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The Committee also wants NFP and Healthcare Highways to research as to why this happened and have NFP reach out to the doctor Dr. Love's office to see if the outstanding issue can be resolved.

- c. Pursuant to Section 3017(B) (7), Title 25, Oklahoma Statutes, consider convening in executive session to discuss the medical appeal of Whisenhunt and take appropriate action in open session as necessary.

**Motion made by Kisner, second by Ozuna to pay par the network provider.**

**Ayes: Ozuna, Hubbard, Raynor, Brown, Burk, Kisner – Nayas: None. (Whisenhunt did not vote – T. Burk voted)**

**VIII. Comments/Communication**

There is no meeting in December.

Formulary information from Cerpass was scheduled to come back in December, so we need to bring that back in January for any changes from last year and any changes for this year upcoming year. We need the positive and the negative and the impact.

**Adjournment:**

**Whisenhunt announced adjournment at 4:19pm.**