

**PERSONNEL COMMITTEE MEETING MINUTES**  
**Monday, September 25, 2023 @ 6:00 pm**  
**Ed Malinowski Boardroom**

**Present:** Brett Schumacher (Vice-Chair), Tom Majewski, Jonathan Schroerlucke, Mayor Swadley (ex-officio member), Director Gillingham

**Absent & excused:** Lisa Reeves (Chair)

**Also attending:** Damian Simons, Christian Larsen

**1. CALL TO ORDER:**

Vice-Chair Schumacher called the meeting to order at 6:04 p.m.

**2. Discussion and possible action regarding broker change**

- Introductions of USI Account Staff, Damian Simons Employee Benefits Practice Leader, and Christian Larsen Employee Benefits Consultant.
- Director Gillingham reviewed the memo dated 9/22/2023 that she wrote that was included in the Council packet for the 9/26/2023 meeting. The memo explained what a broker is, the fact that the City does NOT pay them, and how they are helpful to the HR Department that assists with carrier questions, compliance, and negotiations. She further explained how USI has cutting-edge ways to drive down healthcare costs. Director Gillingham shared with the group that the premium renewal for healthcare went from 12-17% with our current carrier to 9.9% with our current carrier and she provided guidance and insight to 6% once she started vetting USI. She also contacted the school district and spoke with Erica Pickett as they use USI. She had very positive feedback regarding USI and also discussed the nearsite clinic and mobile health.
- Mr. Larsen and Mr. Simmons gave a presentation that covered who USI is, why USI, and what they can bring to the table in regards to value and services.
- Simmons and Larsen were excused from the room.
- The committee asked additional questions of Director Gillingham regarding the change and how it would affect her department's workload.

***Vice Chair Schumacher stated that we should elect USI as the Broker on Record, moved by Schroerlucke and 2nd my Majewski. All in favor 3 - 0***

**3. If an alternate broker is selected, discussion and possible action regarding Quartz renewal. \*if numbers are received**

**4. Future Agenda Items**

Additions or changes to future agenda items written in red:

- Leadership Backup Plan
- Accrued Sick Leave for Retiring Employee – Sworn Police and City Staff
- Disciplinary Action & Compensation
- Uniforms
- Updates to Work Rules

**5. *Motion to adjourn, Majewski, Schroerlucke second. All in Favor 3-0. Meeting adjourned 7:00 pm.***