

PERSONNEL COMMITTEE MEETING MINUTES

Monday, October 1, 2015 @ 4:30pm

Mayor's Office

Present: Alders: Sid Boersma (Chair), Paul Lawrence, Thomas Majewski, Mayor Donna Olson (ex-officio) Director Gillingham

Absent & Excused: Pat O'Conner

Others in attendance: Director Sullivan, Ron Christianson, Dean, Damian Simons

1. **CALL TO ORDER:** Chair Boersma called the meeting to order at 4:30 pm.

2. **Communications:**

- a) Boersma expressed his concern about discussing specific personnel in open meeting status. Lawrence asked if it was possible to go into closed session. Discussion regarding whether it was viable to go into closed session when specific personnel are discussed. Decision was made instead to monitor the discussions so that private information regarding specific personnel would not be discussed.

b)

3. **Old Business**

4. **New Business**

- a) Alder Boersma welcomed the Broker Representatives Dean & Damian of Cottingham & Butler. Boersma handed it over to Director Gillingham who stated that the C&B Representatives would put forth the plan they have laid out for the City and then the decision would be made as to whether or not the meeting would move into a closed session.
- b) Dean of Cottingham & Butler stated that C&B is a very large company, privately held, that has been in business for over 125 years. They believe they can offer the City significant savings and many opportunities. C&B infrastructure is an extension of Human Resources Department which gives employees the ability to get answers from not just the Director of the department (Director Gillingham) but C&B as well. Dean stated C&B's scope of services will cover:
 - 1. Strategic Planning – Work with the Director of Human Resources (Director Gillingham) to deliver joint goal setting, synthesis of findings and development of recommendations, modeling of strategic options to support decision making, PPACA (Affordable Health Care Act) pay or play analysis, develop plans for implanting changes – updating insurance requirements, employee

communications, etc. to help deliver happier and healthier employees which leads to lower costs.

2. Plan Analysis – Damian and the team did a benefit plan and funding analysis to determine how to get better services at a better cost. They will provide monthly plan data updates.
3. Insurance Placement Services – Preparation of requests for proposals & plan marketing. Analysis and market search for renewal considerations.
4. Compliance & Human Resource Services – Provide a Health and Welfare findings report to provide Human Resources recommendations and assistance with identified areas of remedy if needed and stay on top of compliance. Provide review of employee handbook and regulatory and compliance updates. C&B has a lawyer on staff in Madison to be sure everything is done by the book. C&B will provide a DOL (Department of Labor) audit at no charge.
5. Communications/Education – At this time City of Stoughton employees are not maximizing the benefits we have available. We need better education and communication with employees to be sure they are getting maximum use of their benefits.
6. Wellness services – Wellness program support to include strategic plan development, vendor selection, employee education/communication, committee participation, access to C&B sister companies as well. (Health 360 and Healthcorp) Access to “My Wave” the benefit portal is available 24/7.

Dean stated that C&B plans to partner with Stoughton Hospital for benefits Carnival so that employees will be not just informed but engaged. Director Gillingham stated that C&B understands the partnership between Stoughton Hospital and the City employees. Dean stated that while C&B is a strong proponent of being self insured, the City COULD SAVE up to \$400,000 by moving to a fully funded plan, this rate not to exceed stability in the next 3 years. You rent the network that you use and give the discount to yourself. The significant discount through Dean leads to less claims which will equal less cost. Director Gillingham asked about Laser Caps and Dean responded. Laser caps are an additional liability. Dean recommended giving lower deductible while in transition. Any employee with a disease or who is pregnant may continue with current coverage. He stated that only 10% of the City’s employees are not already using Dean. Boersma asked if employees might be angry about this change. Director Gillingham stated yes, they might, but they can continue with the current provider by electing the Dean POS coverage. Damian stated that the numbers that C&B have for current situations could work side by side with Auxiant. Damian then stated that he would be leaving two detailed reports for the committee to look over. Dean and Damian thanked everyone and departed.

At 5:40pm Boersma made a motion to move into closed session, second by Lawrence, Motion carried unanimously (4-0).

At 5:55pm Boersma made a motion to reopen the session, Lawrence second, Motion carried unanimously (4-0).

To give TRICOR another opportunity the committee requested that Director Gillingham contact Brad Schroeder, from TRICOR, and request that he present to the Personnel Committee at the next meeting.

Mayor Olson and Boersma thanked Director Gillingham for all of her efforts. Director Gillingham suggested the Committee discuss the Comp Study and Broker recommendations at the next Committee meeting.

ADJOURNMENT

Motion to adjourn by Mayor Olson, second by Majewski. Motion carried unanimously. Meeting adjourned at 5:59pm.