



City of Carthage, Missouri
**COMMITTEE ON
INSURANCE/AUDIT AND CLAIMS**

September 27, 2022 - 5:00 PM
CITY HALL COUNCIL CHAMBERS

AGENDA

1. Old Business

1. Approval of August 23, 2022 Minutes
2. Review and Approval of the Claims Report

2. Citizens Participation

(Citizens wishing to speak should notify Department Head or Committee Chair in advance)

3. New Business

1. Staff Reports
2. Other Reports

4. Adjournment

PERSONS WITH DISABILITIES WHO NEED SPECIAL ASSISTANCE CALL 417-237-7000 (VOICE) OR 1-800-735-2466 (TDD VIA RELAY MISSOURI) AT LEAST 24 HOURS PRIOR TO MEETING

COMMITTEE ON INSURANCE/AUDIT AND CLAIMS
TUESDAY, AUGUST 23, 2022
5:00 p.m.

COMMITTEE MEMBERS PRESENT: Robin Harrison, Trudy Blankenship, and Robin Blair.

OTHER COUNCIL MEMBERS: Mayor Dan Rife , David Armstrong

STAFF PRESENT: Assistant City Administrator Traci Cox, City Clerk Miranda Deal, Human Resource Coordinator Michael Miller

Chair Robin Harrison called the meeting to order at 5:00 P.M.

OLD BUSINESS:

1. **Approval of minutes from previous meeting:** On a motion by Ms. Blankenship, the minutes of the August 9, 2022 meeting were approved 3-0.
2. **Review and approval of the Claims Report:** The Committee discussed items regarding the Claims Report. Ms. Blair moved to approve the claims. Motion carried 3-0.

NEW BUSINESS:

Ms. Cossey arrived to the meeting at 5:05 pm.

1. **Consider and discuss amending Section 300 – Compensation/Classification of the Personnel Policy Manual**

Michael Miller updated the committee on why this part of the Personnel Policy Manual needed to be changed. Our policy needed to match what the FLSA says regarding exempt employees and overtime/compensatory time.

Ms. Blair moved to approve the changes to Section 300 of the Personnel Policy Manual and forward to full Council as Council Bill 22-39. Motion carried 4-0.

2. **Consider and discuss Penmac Staffing Services, Inc. Agreement**

Michael Miller also discussed the agreement with Penmac Staffing Services. This is primarily going to be used to fill Parks and Public Works positions and could eventually be used to fill spots across all City departments. Local Penmac representatives were also at the meeting to answer any questions the committee had regarding the agreement and how it will work.

Ms. Cossey made a motion to approve the agreement with Penmac and forward to full Council as Resolution 1980. Motion carried 4-0.

3. **Consider and discuss Anthem Life Insurance Policy**

Michael also presented to the committee a new Life Insurance company to replace Mutual of Omaha for the City provided Life and long-term disability insurance. Mutual of Omaha who is the current provider was going to increase the City's rates by 64%,

Anthem Life Insurance is a slight increase from the current cost, but significantly less than the 64% increase. The City currently uses Anthem as the group health insurance provider, adding the Anthem life, could help with group health rates in the future.

Ms. Blankenship made a motion to approve the change to Anthem Life Insurance from Mutual of Omaha. Motion carried 4-0.

4. Staff Reports:

Ms. Cox reported that she had sent out the budget reports to all departments and closed out Fiscal Year 2022. She also reported that she is still working on redoing the Chart of Accounts for the new budgeting software.

Ms. Deal reported that the downstairs City Hall staff will be back up to full staff after Labor Day.

5. Other Reports: None.

ADJOURNMENT: Ms. Blair made a motion to adjourn at 5:28 PM. Motion carried 4-0.

Miranda Deal