

COMMITTEE ON INSURANCE/AUDIT AND CLAIMS
TUESDAY, MAY 25, 2021
5:00 p.m.

COMMITTEE MEMBERS PRESENT: Ceri Otero, David Armstrong, Craig Diggs and Robin Harrison.

OTHER COUNCIL MEMBERS: Mayor Dan Rife and Ed Barlow

OTHERS PRESENT: City Administrator Tom Short, City Clerk Traci Cox, Police Chief Greg Dagnan, and Abi Almandinger.

Chair Ceri Otero called the meeting to order at 5:06 P.M.

OLD BUSINESS:

1. **Approval of minutes from previous meeting:** On a motion by Mr. Diggs, the minutes of the May 11, 2021 meeting were approved 4-0.
2. **Review and approval of the Claims Report:** The Committee discussed items regarding the Claims Report. Mrs. Harrison moved to approve the claims. Motion carried 4-0.

NEW BUSINESS:

1. **Staff Reports:** Ms. Cox reported on a recent meeting to review health insurance utilization. Property and Casualty Insurance renewal rates have been received along with quotes from Beimdiek Insurance Agency and Specialty Risk Insurance. Renewal rates from MPR are lower than quotes received from other agencies. The city will need to adopt a Resolution to remain members of MPR. HR Coordinator Michael Miller has been working on updating the FMLA policy and creating a new Social Media Policy. Mr. Miller is also working on sending out notices regarding COBRA coverage as mandated by ARP.

Mr. Short reported on Resolution 1931.

2. **Member Reports:** Ms. Otero reported a completed job description for the Assistant City Administrator position is not ready, but it will be completed for consideration at the June 8 meeting.

ADJOURNMENT: Mr. Armstrong made a motion to adjourn at 5:34 PM Motion carried 4-0.

Traci Cox