

COMMITTEE ON INSURANCE/AUDIT AND CLAIMS
TUESDAY, OCTOBER 12, 2021
5:00 p.m.

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

OTHER COUNCIL MEMBERS: Mayor Dan Rife and Council Member Ed Barlow.

OTHERS PRESENT: City Administrator Tom Short, City Clerk Traci Cox, HR Coordinator Michael Miller, and Abi Almandinger.

Chair Ceri Otero called the meeting to order at 5:02 P.M.

OLD BUSINESS:

1. **Approval of minutes from previous meeting:** On a motion by Mr. Diggs, the minutes of the September 22, 2021 meeting were approved 3-0.
2. **Review and approval of the Claims Report:** The Committee discussed items regarding the Claims Report. Mr. Armstrong moved to approve the claims. Motion carried 3-0.

NEW BUSINESS:

1. **Consider and discuss contract with WEX Health, Inc. for COBRA administrative services.** Mr. Miller discussed the need to outsource COBRA administrative services due to Covid related policies. Beimdiek Insurance Agency recommended using WEX Health, and the annual fee is \$1,020. Mr. Diggs moved to forward the contract with WEX Health, Inc. to Council for approval. Motion carried 3-0.
2. **Staff Reports:** Ms. Cox reported on the completion of the audit, discussions regarding employee health insurance renewal rates, transfer of ARPA funds to a money market account, and dates for filing for the April election. It was also reported that the employee health fair is scheduled for October 22. Mr. Miller discussed the need to increase incentives for both the annual Points Program and participation in the lab services at the employee Health Fair. Mr. Armstrong moved to increase the annual Wellness Points Program incentive from \$75 to \$150 and to increase the incentive for lab services at the employee Health Fair from \$75 to \$135. Motion carried 3-0.

ADJOURNMENT: Mr. Armstrong made a motion to adjourn at 5:32 PM. Motion carried 3-0.

Traci Cox