



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

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January 13, 2026 - 5:30 PM  
CITY HALL COUNCIL CHAMBERS

**AGENDA**

- 1. Call to Order**
- 2. Old Business**
  1. Approval of December 9, 2025 Minutes
  2. Review & Approval of the Claims Report
- 3. Citizens Participation**  
(Citizens wishing to speak should notify Department Head or Committee Chair in advance)
- 4. New Business**
  1. Consider and discuss City of Carthage Employee Wellness Packet for 2026
  2. Staff Reports
- 5. 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**



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

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December 9, 2025 - 5:30 PM  
CITY HALL COUNCIL CHAMBERS

**MINUTES**

**1. Call to Order**

**MEMBERS PRESENT:** Derek Peterson, Ron Wells, Beth Kang, Genaro Cifuentes

**OTHER COUNCIL MEMBERS:** Mayor David B. Flanigan, Jana Schramm

**STAFF PRESENT:** City Administrator Traci Cox, City Clerk Miranda Deal, IT Administrator Michael Keith, HR Coordinator Michael Miller

Chair Derek Peterson called the meeting to order at 05:30 PM.

**2. Old Business**

1. Approval of November 13, 2025 Minutes

**ACTION:** Motion to accept/approve item 2.1. by Ron Wells;  
Motion passed with a 4:0

**AYES:** Derek Peterson, Ron Wells, Beth Kang, Genaro Cifuentes

2. Review & Approval of the Claims Report

**ACTION:** Motion to accept/approve item 2.2. by Ron Wells;  
Motion passed with a 4:0

**AYES:** Derek Peterson, Ron Wells, Beth Kang, Genaro Cifuentes

**3. Citizens Participation**

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

**4. New Business**

1. Staff Reports

City Clerk Miranda Deal reported that the filing period for City Council is open as of that morning and will remain open until December 30th.

City Administrator Traci Cox reported that the audit is being wrapped up, and that it is taking a little longer due to having a single audit done due to the amount of grant money the City received.

2. Consider and discuss Golf Course Superintendent job description

HR Coordinator Michael Miller reported that there are 2 main changes to the job description. The main change is the title of the position, to be more uniform and resemble other area courses it is thought that changing the name to be Golf Course Superintendent would draw more applicants than the previous name of Golf Maintenance Supervisor. The other change is the job description required a Class E license, which is a chauffeur's license, a class E license is not needed. Just a valid Missouri driver's license is acceptable for this position.

**ACTION:** Motion to accept/approve item 4.2. by Beth Kang;  
Motion passed with a 4:0

**AYES:** Derek Peterson, Ron Wells, Beth Kang, Genaro Cifuentes

3. Consider and discuss revisions to Section 503 - Holidays Authorized - for Exempt positions

This item needs more changes, it was requested to be tabled until the next meeting in January.

**ACTION:** Motion to table until january 13 meeting item 4.3. by Ron Wells;  
Motion passed with a 4:0

**AYES:** Derek Peterson, Ron Wells, Beth Kang, Genaro Cifuentes

**NOES:** None

## 5. Adjournment

**ACTION:** Motion to adjourn at 5:42 pm by Genaro Cifuentes;  
Motion passed with a 4:0

**AYES:** Derek Peterson, Ron Wells, Beth Kang, Genaro Cifuentes



*City of Carthage*  
MISSOURI

**OUR VISION**

*To create a work environment where employees are empowered to learn about and better their nutrition, fitness, emotional well-being, and financial health.*

# 2026 WELLNESS PROGRAM

**EARN YOUR \$200 INCENTIVE**

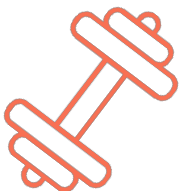
# // POINT SYSTEM



	Medical Point Opportunity	Points per Occurrence	Max Allowed	Points Earned
1	Preventive visit by primary care physician (required)	25	25	
2	Age / gender screening*	10	10	
3	Blood screening at health fair or doctor	25	25	
4	Dental visit	10	10	
5	Vision visit	10	10	
6	Nicotine free or submit physician form	15	15	



	Physical Point Opportunity	Points per Occurrence	Max Allowed	Points Earned
7	Gym membership for a year – <b>must go 12x per month</b>	20	20	
8	30-day tracker: food diary, activity, habit	15	15	
9	Athletic event**	15	15	
10	Challenges – <b>must meet goal</b>	15	30	
11	No more than 16 hours sick leave used	15	15	



	Health Point Opportunity	Points per Occurrence	Max Allowed	Points Earned
12	Weight management program (6 mos)	15	15	
13	Blood donation	10	20	
14	Flu or pneumonia shot	10	20	
15	Health fair attendance	5	5	
16	Volunteer community service***	5	<del>10</del> 20	



Earn 100 points & receive \$200 for non-nicotine users and \$100 for nicotine users in incentive pay on the pay period before Christmas!

City of Carthage seeks to create a culture of health for all employees and their families by promoting healthy lifestyles, educational opportunities and wellness activities. City of Carthage recognizes that a culture of wellbeing not only benefits employees and their families, but the organization as a whole.

\*Such as mammogram, colonoscopy, prostate exam.

\*\*Athletic event examples include Heart Walk, Diabetes Walk, Maple Leaf Walk, Walk for Life, Softball Tournament, 5k, etc.

\*\*\*Volunteer community service examples include Carthage Humane Society, Vision Carthage, organize a trash clean-up/or participate in it, coach youth sport or program (Boy scouts, Girl scouts), volunteer at events like Fourth of July, Maple Leaf, kids fishing tournament, Food Truck Friday, Participate/help in city parade floats, food pantry, toy drive for the LaVerne Williams Children Christmas Party, etc.

Tracking methods are flexible and include data from apps. Contact a member of your wellness team with any questions and to submit this tracking sheet by **12/07/26**.

**TOTAL POINTS**

# // PREVENTIVE CARE

## WHAT HAPPENS AT AN ANNUAL PHYSICAL

Assess your general health

- Blood pressure
- Cholesterol
- Blood glucose
- Weight/height/BMI

Schedule age/gender preventive screenings covered at 100% such as:

- Colonoscopy
- Mammogram
- Pap smear

Assess risks for cancer, diabetes, etc.

Nicotine-use counseling

Make sure vaccinations are up to date

Discuss mental health:

- Stress
- Anxiety
- Depression

SCHEDULE YOUR ANNUAL  
WELL-VISIT WITH YOUR  
PRIMARY CARE PHYSICIAN  
TODAY!

Find an Anthem in-network primary care provider here:

Sydney Health App →



[www.anthem.com](http://www.anthem.com)



IN ADDITION TO THE CITY'S INCENTIVE, ANTHEM PROVIDES UP TO \$200 IN REWARDS FOR PREVENTIVE VISITS AND OTHER WELL-BEING ACTIVITY.

# // VALUABLE BENEFITS



Receive a \$20 monthly incentive by:

1. visiting a **local** gym at least 12 times in one month, or
2. 7k steps/day average per calendar month, can be tracked in Walker Tracker or personal wearable device



Turn in proof to your department wellness leader.

Free golf and cart rentals at the Carthage Municipal Golf Course during the week. (50% off Friday-Sunday from sunrise to 12:00 pm).



Earn up to \$200 by participating or completing a variety of activities such as preventive care, condition management, and wellness activities. Log into [anthem.com](http://anthem.com) or get the Sydney Health app to begin earning rewards.



# // CITY WELLNESS GOALS

## GET ACTIVE

walker tracker & other fitness challenges

## STAY HEALTHY

select a Primary Care Physician and get your FREE preventive care exam

## EMOTIONAL WELL-BEING

utilize our confidential Employee Assistance Program

## NICOTINE CESSATION

helps employees reduce dependency on nicotine

## REDUCE HEALTH INSURANCE PREMIUMS

working together to stay healthy and reduce rates

## MORE THAN A HEALTH FAIR!

In addition to the annual health fair, the wellness committee works to improve the health and well-being of the City of Carthage employees and families through education, training and activities.



The committee meets the first Wednesday of the month and is open to any employees. Want to be a member? Please let us know.

The City of Carthage Wellness Program is voluntary and available to all employees on the health plan. The program is administered according to federal rules permitting employer-sponsored wellness programs that seek to improve employee health or prevent disease, including the Americans with Disabilities Act of 1990 (ADA), the Genetic Information Nondiscrimination Act of 2008 (GINA), and the Health Insurance Portability and Accountability Act (HIPAA), as applicable, among others.

Various health assessments and screenings are available and voluntary as a part of the wellness program. You are not required to complete these or other medical examinations. However, employees who choose to participate are eligible for rewards. The health testing and assessment options that are either a part of or encouraged by the wellness program include a health risk assessment, health coaching, and biometric screening of blood pressure, cholesterol lipid panel, glucose (blood sugar) and body mass index. Tobacco cessation counseling is available to waive the tobacco surcharge. If you think you might be unable to meet the standard for the reward under this wellness program or for program alternatives, contact HR and we will work with you (and, if you wish, with your doctor) to find a wellness program with the same reward that is right for you in light of your health status.

The information from the health testing can help you understand your current health and potential risks, and determine appropriate lifestyle goals. You also are encouraged to share your results or concerns with your own doctor.

#### Protections from Disclosure of Medical Information

We are required by law to maintain the privacy and security of your personally identifiable health information. City of Carthage may use aggregate information to design a program based on identified health risks in the workplace. Your physician and the vendors who administer and provide screenings will not disclose any of your personal information either publicly or to the employer, except as expressly permitted by law. Medical information that personally identifies you that is provided in connection with the wellness program will not be provided to your supervisors or managers and may never be used to make decisions regarding your employment. In addition, all health information obtained through the wellness program will be maintained separately from your personnel records, stored electronically and encrypted, and not be used in making any employment decision. Appropriate precautions will be taken to avoid any data breach, and in the event a data breach occurs involving information you provide in connection with the wellness program, we will notify you immediately. You will not be discriminated against in employment because of the medical information you provide as part of participating in the wellness program, nor will you be subjected to retaliation if you choose not to participate.

Your health information will not be sold, exchanged, transferred, or otherwise disclosed except to the extent permitted by law to carry out specific activities related to the wellness program, and you will not be asked or required to waive the confidentiality of your health information as a condition of participating in the wellness program or receiving a reward. Anyone who receives your information for purposes of providing you services as part of the wellness program will abide by the same confidentiality requirements. City of Carthage may be provided with an aggregate report (summary of results with no identifying information) or a list of names of participants for programs where participation is tracked for the purposes of distributing rewards.

If you have questions or concerns regarding this notice, or about protections against discrimination and retaliation contact HR.

**Contact a member of your wellness  
team with any questions**