

**MINUTES
ORDINANCE AND INSURANCE COMMITTEE
SPECIAL MEETING
THURSDAY, MAY 14TH, 2020
5:30 P.M.**

THE ORDINANCE AND INSURANCE COMMITTEE MET IN SPECIAL SESSION IN THE COUNCIL CHAMBER, 12 NORTH ROWE STREET, PRYOR, OKLAHOMA AT THE ABOVE DATE AND TIME.

COMMITTEE MEMBERS: CHOYA SHROPSHIRE, DENNIS NANCE, JIMMY TRAMEL, STEVE SMITH (ALTERNATE)

1. CALL MEETING TO ORDER.

The meeting was called to order by Mayor Lees at 5:30 p.m. Committee members present: Choya Shropshire and Dennis Nance. Members absent: Jimmy Tramel.

Others present: Mayor Larry Lees, City Clerk Eva Smith, Brown & Brown associates Jennifer Brittain and Kristy Hinojosa.

**2. DISCUSSION AND POSSIBLE ACTION REGARDING ACCEPTING NOMINATIONS FOR
ORDINANCE AND INSURANCE COMMITTEE CHAIRMAN.**

Motion was made by Nance, second by Shropshire to nominate Choya Shropshire as Ordinance and Insurance Committee Chairman. All voted yes.

3. DISCUSS, POSSIBLY APPROVE MINUTES OF FEBRUARY 13TH, 2020 SPECIAL MEETING.

Motion was made by Nance, second by Shropshire to approve minutes of February 13th, 2020 Special Meeting. Scrivener's error was noted that the agenda read 2019. All voted yes.

**4. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING APPROVAL OF 2020-2021
CITY GROUP HEALTH INSURANCE PLAN FROM PLANS PRESENTED.**

Motion was made by Nance, second by Shropshire to recommend Council action regarding approval of 2020-2021 city group health insurance plan from plans presented. Jennifer Brittain presented the options and explained the changes in costs. She also provided information regarding an optional buy-up plan. All voted yes.

**5. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING RENEWAL OF CITY GROUP
LIFE, VISION AND DENTAL INSURANCE.**

Motion was made by Nance, second by Shropshire to recommend Council action to renew city group life insurance through Mutual of Omaha, vision insurance through VSP and dental insurance through Delta Dental. All voted yes.

**6. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING CONTINUED OFFERING OF
OPTIONAL VOLUNTARY LIFE, SHORT-TERM DISABILITY AND LONG-TERM DISABILITY.**

Motion was made by Nance, second by Shropshire to recommend Council action regarding continued offering of optional voluntary life, short-term disability and long-term disability. All voted yes.

Shropshire moved back to Item 4 for clarification.

**4. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING APPROVAL OF 2020-2021
CITY GROUP HEALTH INSURANCE PLAN FROM PLANS PRESENTED.**

Nance amended his motion, and Shropshire amended his second to approve the renewal with Blue Cross Blue Shield with availability of an option of a buy-up plan. All voted yes.

Shropshire moved to Item 7.

7. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING COBRA ADMINISTRATION SERVICES.

Motion was made by Nance, second by Shropshire to discuss COBRA administration services. Brittain explained that Brown & Brown needs to be taken out of the loop with COBRA, because of the fact that they do not handle it for any others.

Nance amended his motion, and Shropshire amended his second to discuss, possibly recommend Council action to remove Brown & Brown from COBRA administration and the city assuming administrative services. All voted yes.

8. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING ADOPTION OF LIMITED ENGLISH PROFICIENCY POLICY FOR THE CITY OF PRYOR CREEK.

Motion was made by Nance, second by Shropshire to recommend Council action regarding adoption of Limited English Proficiency Policy for the City of Pryor Creek. Eva Smith explained that this is required by VAWA for the grant we receive through the police department. All voted yes.

9. MAYOR TO DISCUSS NEW POLICY AND PROCEDURE MANUAL FOR THE CITY OF PRYOR CREEK.

No action. Mayor stated that the Policy and Procedure Manual for the City of Pryor Creek needs to be addressed at the next Ordinance and Insurance meeting to get all changes made and approved.

10. SCHEDULE NEXT MEETING.

Meeting was scheduled for Thursday, June 11th, 2020 at 5:30 p.m.

11. ADJOURN.

Motion was made by Nance, second by Shropshire to adjourn at 6:30 p.m. All voted yes.