

**MINUTES**

**SPECIAL CALLED MEETING**

**METROPOLITAN EMPLOYEE BENEFIT BOARD**

**August 15, 2017**

The Metropolitan Employee Benefit Board met in a Special Called session on Tuesday, August 15, 2017 in the Sonny West Conference Room, Howard Office Building, 700 2nd Avenue North, Nashville, Tennessee, at 9:30 a.m.

Benefit Board members: Chair: Edna J. Jones; Vice-Chair: Christine Bradley; Members: Stephanie Bailey, B.R. Hall, Sr., Jerry Hall, Shannon B. Hall, W. Todd Henry, and Talia Lomax-O'dneal.

Members Charles D. Clariday, Sr. and G. Thomas Curtis were unable to be present.

Others present: Christina Hickey, Metro Human Resources, and Nicki Eke, Attorney, Metro Legal Department.

**BENEFIT BOARD ITEMS**

The Human Resources staff submitted the following for the Board's consideration and appropriate action:

1. Optional disability group insurance request for proposal.

Michelle Hernandez-Lane, Purchasing, gave an update on the request for proposal for the optional disability (short and long term) group insurance. She stated that two responses were received and the evaluation committee convened to review those responses and make a recommendation. She stated that a tentative letter of intent has gone out to The Standard Insurance Company.

There was some discussion of any proposed changes, participation and a claims comparison.

Jerry Hall moved to accept the intent to award the optional disability group insurance to the Standard Insurance Company. Talia Lomax-O'dneal seconded and the Board approved without objection.

2. Flexible spending account, (FSA), administration services request for proposal.

Michelle Hernandez-Lane reported to the Board that three responses were received, however, at this time she can not give an update on the FSA request for proposal as they are still in negotiations.

B.R. Hall moved to defer this item to the September Board meeting. Christine Bradley seconded.

The Board discussed the annual enrollment timeframe and having this information at the September meeting.

There was some discussion regarding the procurement process/timeline and whether or not there was a Board advisor for this request for proposal.

A vote was taken on the motion to defer this item to the September Board meeting and was approved without objection.

With nothing further presented, the meeting adjourned at 9:45 a.m.

ATTEST:

APPROVED:

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**Shannon B. Hall, Director  
Human Resources**

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**Edna J. Jones, Chair  
Employee Benefit Board**