

MINUTES

METROPOLITAN EMPLOYEE BENEFIT BOARD

STUDY & FORMULATING COMMITTEE

May 11, 2011

The Metropolitan Employee Benefit Board's Study & Formulating Committee met on Wednesday, May 11, 2011 at 9:00 a.m., in the Media Room, Metro Courthouse.

Committee Members present: Chair: Dorothy Shell-Berry; Vice-Chair: Gerald Nicely; Members: Steve Farner, Betty Nixon and Bruce Sullivan.

Benefit Board Members present: B.R. Hall, Sr., Edna J. Jones, and Clyde D. Smith.

Other Members present: Shannon Hall, Metro Human Resources, Margaret Darby and Nicki Eke, Metro Legal Department.

BENEFIT BOARD ITEMS

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

1. Committee overview and issues.

Shannon Hall called the meeting to order and introduced the HR support staff for the Committee. Ms. Hall reviewed the term of the Committee, purpose/role of the Committee in accordance with the Charter and reviewed materials provided to the Committee as reference. Ms. Hall also introduced the HR Director, Legal Department support staff and the Director of Finance.

Rita Roberts-Turner, HR Director, addressed the Committee regarding administrative assistance and consulting services.

Richard Riebeling, Finance Director, addressed the Committee. Mr. Riebeling distributed a handout regarding cost of benefits. He also introduced Finance Department staff (Lannie Holland, Treasurer, Kim McDonald, Assistant Finance Director, and Gene Nolan, Deputy Finance Director) available as a resource. Mr. Riebeling reviewed some of the costs of benefits (health insurance, pension and injury on duty).

2. Election of Committee Chair and Vice-Chair.

Shannon Hall opened the floor to nominations for Committee Chair and Vice-Chair.

The Committee members introduced themselves and gave some background information.

Betty Nixon nominated Dorothy Shell-Berry for Committee Chair. Gerald Nicely seconded. A vote was taken on the nomination for Chair and was approved unanimously.

Dorothy Shell-Berry nominated Gerald Nicely as Committee Vice-Chair. Bruce Sullivan seconded. A vote was taken on the nomination for Vice-Chair and was approved unanimously.

3. Administrative planning.

Shannon Hall suggested that the Committee have a standard monthly meeting and the proposed site for these meetings is in the Civil Service Conference Room in the 222 Building on Third Avenue North.

Shannon Hall suggested some meeting dates and after some discussion, the Committee was in agreement on meeting the third Thursday of the month at 9:00 a.m.

Shannon Hall stated that if any Committee members have suggestions regarding benefit topics for discussion to contact HR staff for scheduling.

Dorothy Shell-Berry suggested having any pending items or items from the administration brought forward for discussion as well as items from other groups (unions).

It was suggested to have the actuary review the plan first and then allow the presentations from the unions.

It was also suggested to have a summary report highlighting the actions on prior recommendations from the last Study and Formulating Committee.

Mike Safley, Legal Department, addressed the Committee and introduced the legal staff (Margaret Darby and Nicki Eke; Benefit Board) that will support the Committee.

Dorothy Shell-Berry directed the HR staff to reach out to the employee representatives in regards to any issues for the Committee.

With nothing further presented, the meeting adjourned at 9:27 a.m.

ATTEST:

APPROVED:

***Mrs. Rita Roberts-Turner, Director
Human Resources***

***Mrs. Dorothy Shell-Berry, Chair
Study & Formulating Committee***