

# MINUTES

## METROPOLITAN EMPLOYEE BENEFIT BOARD

### STUDY & FORMULATING COMMITTEE

**December 16, 2013**

The Metropolitan Employee Benefit Board's Study & Formulating Committee met on Monday, December 16, 2013 at 9:05 a.m., in Room 163, Civil Service Conference Room, in the 222 Building.

Committee Members present: Chair: Michael Shmerling; Vice-Chair: Lucia Folk; Members: Glenn Farner, Jr., Debra Grimes and Ivanetta Samuels.

Benefit Board Members present: Veronica Frazier, Edna J. Jones and Richard Riebeling.

Other Members present: Justin Stack, Metro Human Resources, 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. Welcome & introductions by HR Director.

Justin Stack called the meeting to order and turned the meeting over to Veronica Frazier for the Committee member and staff introductions.

Veronica Frazier welcomed and thanked the Committee for serving. Ms. Frazier had staff introduce themselves, (the HR support staff, consultants, actuary, and legal department staff).

The Committee members introduced themselves and gave some background information.

Veronica Frazier, Interim HR Director, addressed the Committee regarding administrative assistance and consulting services. Ms. Frazier advised the Committee that Justin Stack will coordinate the meetings and be the point of contact for information requests from both the HR Department and our contracted consultants.

2. Presentation of item for Committee review by Finance Director.

Richard Riebeling, Finance Director, addressed the Committee. Mr. Riebeling stated that the recommendations from the last Committee were approved by the Benefit Board and the Council and will have some long term positive impact related to the cost of benefits going forward. He stated that HR staff will provide information related to the term of the Committee. Mr. Riebeling reviewed the primary focus for the Committee is to review and make recommendations, if any, regarding domestic partner benefits for Metro employees.

3. Overview of Study and Formulating Committee roles and responsibilities.

Nicki Eke, Legal Department, stated that this Committee is established in accordance with the Metro Charter. She stated the role of the Committee is to study benefits, contributions, extent of coverage, actuarial soundness, and related matters in connection with the Metro system of benefit plans. She stated that within one year of its appointment, the Committee is required to submit to the Employee Benefit Board, such amendments as the study may indicate are necessary. Ms. Eke also stated that the one year term may be extended by the Metro Council and that the Committee may employ the services of the consultants (Deloitte) and actuary (Bryan, Pendleton, Swats & McAllister), as necessary within the appropriation of the Committee's budget. She also noted that the meetings are public meetings and a quorum of at least 3 is required to conduct meetings.

Richard Riebeling noted that the budget appropriation is approximately \$100,000 for the Committee.

Justin Stack, Human Resources, reviewed the binder of helpful information that was provided to the Committee.

4. Election of Chair and Vice-Chair.

Justin Stack opened the floor to nominations for Committee Chair and Vice-Chair.

Lucia Folk nominated Mike Shmerling for Committee Chair. Ivanetta Samuels seconded. A vote was taken on the nomination for Chair and was approved unanimously.

Ivanetta Samuels nominated Lucia Folk as Committee Vice-Chair. Debra Grimes seconded. A vote was taken on the nomination for Vice-Chair and was approved unanimously.

5. Discussion and scheduling of future Committee meetings.

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

The Committee was in agreement that most Monday mornings would be the best time to meet. The Committee scheduled the following dates for future meetings: January 13<sup>th</sup> and 27<sup>th</sup>. February 10<sup>th</sup> and 28<sup>th</sup>. March 14<sup>th</sup> and March 31<sup>st</sup>.

The Committee requested that any preliminary information available regarding domestic partners be provided to the Committee.

With nothing further presented, the meeting adjourned at 9: 28 a.m.

ATTEST:

APPROVED:

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**Ms. Veronica T. Frazier, Interim Director  
Human Resources**

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**Mr. Michael Shmerling, Chair  
Study & Formulating Committee**