

**MINUTES
ORDINANCE AND INSURANCE COMMITTEE
SPECIAL MEETING
THURSDAY, JUNE 1ST, 2023
6:00 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, RANDY CHITWOOD, CHRIS GONTHIER, CHARLES TRAMEL

1. CALL MEETING TO ORDER.

The meeting was called to order by Shropshire at 6:03 p.m. Committee members present: Choya Shropshire, Chris Gonthier and Charles Tramel. Members absent: Randy Chitwood.

Others present: Mayor Zac Doyle, Jimmie Greeson, Lisa Malone and Jennifer Brittain.

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

3. DISCUSSION AND POSSIBLE ACTION REGARDING NOMINATIONS FOR ALTERNATE OF ORDINANCE AND INSURANCE COMMITTEE.

Motion was made by Tramel, second by Gonthier to approve the recommendations made at the May 16th, 2023 Council meeting to elect Gonthier as Chairman and Tramel as alternate. Voting yes: Gonthier, Shropshire and Tramel. Voting no: none.

4. DISCUSS, POSSIBLY APPROVE MINUTES OF THE MARCH 8TH, 2023 SPECIAL MEETING.

Motion was made by Shropshire, second by Gonthier to approve minutes of the March 8th, 2023 special meeting. Voting yes: Gonthier, Shropshire and Tramel. Voting no: none.

5. DISCUSSION AND POSSIBLE ACTION REGARDING UPDATE AND MODIFICATION TO ORDINANCE 1-6-2 COMPENSATION. SALARIES FOR ELECTED POLICE CHIEF, MAYOR, CLERK AND TREASURER HAVE BEEN UPDATED TO REFLECT CURRENT PAYROLL. THIS UPDATE REMOVES MENTION OF MAYORS POSITION FROM COST OF LIVING INCREASES. THIS DOES NOT REMOVE ANY OTHER POSITION ELIGIBILITY FOR COST OF LIVING ADJUSTMENT INCREASES.

Motion was made by Tramel, second by Shropshire to approve the update and modification to Ordinance 1-6-2 Compensation. Salaries for elected Police Chief, Mayor, Clerk and Treasurer have been updated to reflect current payroll. This update removes mention of the Mayor's position from cost of living increases. This does not remove any other position eligibility for cost of living adjustment increases. Voting yes: Shropshire, Tramel and Gonthier. Voting no: none.

6. DISCUSSION AND POSSIBLE ACTION REGARDING UPDATE AND MODIFICATION TO ORDINANCE 1-6-5 PERSONNEL BOARD. REDESIGNING THE CONSTRUCT OF THE PERSONNEL BOARD.

Motion was made by Shropshire, second by Tramel to approve the update and modification to Ordinance 1-6-5 Personnel Board. Redesigning the construct of the Personnel Board. Voting yes: Tramel, Shropshire and Gonthier. Voting no: none.

7. PRESENTATION BY BROWN & BROWN REGARDING CITY GROUP HEALTH INSURANCE PLANS.

No action. Jennifer Brittain presented proposed changes to city group health insurance plans. She stated that Blue Cross & Blue Shield has increased the premium by 8% this year. She stated that they were able to negotiate this down from 11% because of the changing makeup of the city workforce with recent hires being younger. Brittain provided a booklet with price comparisons for different plans.

8. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING APPROVAL OF 2023-2024 CITY GROUP HEALTH INSURANCE PLAN FROM PLANS PRESENTED.

Motion was made by Shropshire, second by Tramel to recommend Council action regarding 2023-2024 city group health insurance plan from plans presented. Brittain stated that coverage options would remain the same. Voting yes: Gonthier, Shropshire and Tramel. Voting no: none.

9. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING RENEWAL OF CITY DENTAL INSURANCE.

Motion was made by Shropshire, second by Tramel to recommend Council action regarding renewal of city dental insurance with Delta Dental. Voting yes: Shropshire, Tramel and Gonthier. Voting no: none.

10. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING RENEWAL OF VISION INSURANCE.

Motion was made by Shropshire, second by Tramel to recommend Council action regarding renewal of vision insurance with VSP. Voting yes: Tramel, Gonthier and Shropshire. Voting no: none.

11. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING RENEWAL OF CITY GROUP LIFE AND OPTIONAL VOLUNTARY LIFE, SHORT-TERM DISABILITY, AND LONG-TERM DISABILITY INSURANCE.

Motion was made by Shropshire, second by Tramel to recommend Council action regarding renewal of city group life and optional voluntary life, short-term disability, and long-term disability insurance with Mutual of Omaha. Voting yes: Gonthier, Shropshire and Tramel. Voting no: none.

12. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING USING FLEXPLAN ADMINISTRATORS, INC. FOR COBRA ADMINISTRATION.

Motion was made by Tramel, second by Shropshire to recommend Council action regarding using Flexplan Administrators, Inc. for COBRA administration. Current COBRA administrators are raising rates, Flexplan Administrators, Inc is able to offer a lower price for the service. Voting yes: Shropshire, Tramel and Gonthier. Voting no: none.

13. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING VOLUNTARY OPTION WITH MASA MEDICAL TRANSPORT SOLUTIONS.

Motion was made by Shropshire, second by Tramel to recommend Council action regarding voluntary option with MASA Medical Transport Solutions. Voting yes: Tramel, Gonthier and Shropshire. Voting no: none.

14. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING VOLUNTARY OPTION WITH NORTON LIFELOCK BENEFIT SOLUTIONS.

Motion was made by Tramel, second by Shropshire to recommend Council action regarding voluntary option with Norton Lifelock Benefit Solutions. Voting yes: Gonthier, Shropshire and Tramel. Voting no: none.

15. SCHEDULE NEXT MEETING.

No action.

16. ADJOURN.

Motion was made by Tramel, second by Shropshire to adjourn at 6:45 p.m. Voting yes: Tramel, Gonthier and Shropshire. Voting no: none.



City of Pryor Creek
12 North Rowe – PO Box 1167
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www.pryorcreek.org

July 25, 2023

Mayor & Councilors,

Making the change to Brown & Brown as our Worker's Compensation Broker would greatly benefit the City of Pryor Creek. Not only does Chris and the entire Brown and Brown team provide exceptional customer service but they naturally educate us and make sure we stay informed with every step of the process. Because of their wealth of information, Brown & Brown has already helped the City receive discounts with CompSource that the City was never made aware of previously (with no compensation for such requested).

Allowing Brown & Brown to represent the City of Pryor Creek as our Worker's Compensation Broker would improve our payroll process, time spent on the phone and emailing CompSource and/or our broker and most importantly, know that our employees are in good hands with any claims filed.

Lisa and myself are already more educated on the Worker's Compensation process and the cost of our claims have been reduced, thanks to Brown & Brown.

Thank you,

A handwritten signature in black ink that reads "Courtney Davis". The signature is written in a cursive, flowing style.

Courtney Davis

City Clerk



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July 24, 2023

To Mayor and Council,

I strongly recommend that the City partner with Brown & Brown for our worker's compensation consulting needs. Brown & Brown has a vast wealth of experience and knowledge to share that will enable the City to develop processes and policies that will ultimately save the City money. Brown & Brown has a proactive communication style that promotes meaningful dialog. They know how to break down complex topics into layman's terms making them easy to understand. After only one presentation last year, I learned so much information about worker's compensation that I had not been exposed to in the previous ten years. That information has already helped the City reduce the cost of some of our claims. I have had a great relationship with Brown & Brown on the benefits side with Jennifer Brittain and her team and I trust the quality of their service and their commitment to the City. I have full confidence that utilizing Chris Kennedy and his team with Brown & Brown will further enhance the level of service we can count on.

To Reiterate:

- I believe in this team.
- I can count on this team.
- I highly recommend using Brown & Brown as our worker's compensation broker.

Thank You,

A handwritten signature in cursive script that reads "Lisa Malone".

Lisa Malone

Assistant City Clerk.