



**AGENDA FOR A HUMAN RESOURCES COMMITTEE MEETING
SCHEDULED WEDNESDAY, August 28, 2024, immediately
following the Regular Board of Directors' Meeting**

Committee Members: Directors Burbage (Chair), Henderson, and Taylor

Members of the public may listen to the meeting by calling
(888) 398-2342 Access Code: 5608731 [Public – Listening Only]

CALL TO ORDER AND INVOCATION

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF MINUTES

1. Request Committee **to approve** minutes of the Human Resources Committee Meeting held April 24, 2024.

REPORTS OF OFFICERS

- A. Committee Chair
- B. Committee Members
- C. General Manager/Assistant General Manager(s)
 - Request Committee **to hear** a report on the Salary Administration Plan Update project.

UNFINISHED BUSINESS

- NONE

NEW BUSINESS

2. Request Committee as follows:
 - 2.1 **To hear** an update on staffing:
 - 2.1.1 Vacancies and the business reason for using external recruiting firms
 - 2.1.2 Talent Acquisition and Retention Plan
 - 2.2 **To recommend** to the Board to approve the following staffing agreements; and to authorize the Interim General Manager and/or the Assistant General Manager to execute the necessary documents:
 - 2.2.1 An agreement with InTime Staffing, effective October 1, 2024 through September 30, 2025
 - 2.2.2 An agreement with Spherion Staffing, effective October 1, 2024 through September 30, 2025
 - 2.2.3 An agreement with Robert Half Staffing, effective the date of execution
 - 2.2.4 An agreement with Aerotek, effective the date of execution

3. Request Committee **to recommend** to the Board to approve the 2025 Health Insurance Plan to include the following items; and to authorize the Interim General Manager and/or the Assistant General Manager to execute the necessary documents:
 - 3.1 BCBS Health Insurance Plan Designs and Employee and Under 65 Retiree Premium Rates (IWB retiree plan is grandfathered)
 - 3.2 2025 COBRA Rates
 - 3.3 Health Reimbursement Account (HRA) and Health Savings Account (HSA) incentive payments
 - 3.4 Livongo to provide Diabetic and Hypertension Wellness Program Services at an estimated annual cost of \$34,000.00
 - 3.5 HealthEquity will provide Flexible Spending Account (FSA), HRA, and HSA administrative services at an estimated annual cost of \$47,557.00
 - 3.6 Benefitfocus will provide COBRA administrative services at an estimated annual cost of \$5,948.00
 - 3.7 A three-year agreement with Vitality to provide Wellness Program Services effective January 1, 2025 through December 31, 2027, at an estimated annual cost of \$40,960.00 and an estimated total cost of \$122,880.00
4. Request Committee **to recommend** to the Board to approve a three-year agreement with Behavioral Health Systems (BHS) to provide an Employee Assistance Program (EAP), effective January 1, 2025 through December 31, 2027, based on the attached fee schedule; and to authorize the Interim General Manager and/or the Assistant General Manager to execute the necessary documents.
5. Request Committee **to recommend** to the Board to approve a one-year agreement with The Workplace (UAB) to provide pre-employment screenings and occupational medicine services, effective September 12, 2024 through September 11, 2025, based on the attached fee schedule; and to authorize the Interim General Manager and/or the Assistant General Manager to execute the necessary documents.

ADJOURNMENT