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# TERREBONNE PARISH COUNCIL

## POLICY, PROCEDURE, AND LEGAL COMMITTEE

Mr. Gerald Michel  
Mr. Darrin W. Guidry, Chairman  
Sr. Vice-Chairman  
Mr. John Navy Member  
Ms. Arlanda Williams Member  
Mr. Scotty Dryden Member  
Ms. Christa Duplantis- Member  
Prather Member  
Mr. Al Marmande Member  
Mr. Dirk Guidry Member  
Mr. Steve Trosclair



In accordance with the Americans with Disabilities Act, if you need special assistance, please contact Venita H. Chauvin, Council Clerk, at (985) 873-6519 describing the assistance that is necessary.

### AGENDA

November 27, 2017  
5:40 PM

Parish Council Meeting Room

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**NOTICE TO THE PUBLIC:** If you wish to address the Council, please complete the "Public Wishing to Address the Council" form located on either end of the counter and give it to either the Chairman or the Council Clerk prior to the beginning of the meeting. Individuals addressing the council should be respectful of others in their choice of words and actions. Thank you.

**ALL CELL PHONES, PAGERS AND ELECTRONIC DEVICES USED FOR COMMUNICATION SHOULD BE SILENCED FOR THE DURATION OF THE MEETING**

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**CALL MEETING TO ORDER**

**ROLL CALL**

1. RESOLUTION: Establishing the 2018 Council Meeting dates.
2. Introducing an ordinance to authorize the appointment of Anthony J. Alford Insurance Corporation to serve as Agent of Record for the Employee Group Health Insurance/Self-funded and Reinsurance Contract for Medical, Dental, and Pharmacy Benefits, commencing on January 1, 2018, and effective through December 1, 2018, with the option to renew for two additional one year terms as more fully described herein, and calling a public hearing on December 13, 2017 at 6:30 p.m.
3. RESOLUTION: Approving the Contract provided by UMR as Insurer/Self-funded Program for Group

Employee Health Insurance Benefits for Medical, Dental, and Pharmacy Coverages, administered through Southern Scripts, commencing on January 1, 2018, and effective through December 31, 2018, with the option to renew for two additional one year terms as more fully described herein.

**4.** Adjourn

Category Number:  
Item Number: 1.



Monday, November 27, 2017

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**Item Title:**

Establish 2018 Council Meeting Dates

**Item Summary:**

RESOLUTION: Establishing the 2018 Council Meeting dates.

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**ATTACHMENTS:**

**Description**

RESOLUTION

**Upload Date**

11/21/2017

**Type**

Resolution

OFFERED BY:  
SECONDED BY:

**RESOLUTION NO. 16-556**

Establishing the Terrebonne Parish Council meeting dates for FY 2018

**WHEREAS**, with regards to meetings of the Terrebonne Parish Council, the Home Rule Charter for a Consolidated Government for Terrebonne Parish provides as follows:  
**“Sec. 2-07. Council meetings and rules.**

(a) The council shall meet regularly at least twice a month at intervals of at least two (2) weeks at such times and places as the council may prescribe.....”

**WHEREAS**, the usual dates for these meetings are the second and fourth Wednesdays of each month, and

**WHEREAS**, due to certain **\*holidays, meetings & conferences** which conflict with these meeting dates, there are certain months during which meeting days/dates must be changed, and

**WHEREAS**, in order to provide the general public ample time to schedule attendance at the meetings of the governing body, the Council wishes to establish a meeting schedule for the entire year.

**NOW, THEREFORE BE IT RESOLVED** by the Terrebonne Parish Council, on behalf of the Terrebonne Parish Consolidated Government, that the Council’s Regular Session Meeting dates for 2018 shall be as follows:

COMMITTEE MEETINGS	COUNCIL MEETINGS
January 8	January 10
January 22	<b>January 24 (OR CHANGE TO THURSDAY, JANUARY 25 DUE TO CHAMBER BANQUET ON 24<sup>TH</sup>)</b>
February 12	February 14
February 26	February 28
March 12	March 14
March 26	March 28
April 9	April 11
April 23	April 25
May 7	May 9
May 21	May 23
June 11	June 13
June 25	June 27
July 9	July 11
July 23	July 25
August 13	August 15
August 27	August 29
September 10	September 12
September 24	September 26
October 8	October 10
October 22	October 24
November 12	November 14
November 26	November 28
December 10 (NO PUBLIC HEARINGS CAN BE CALLED AT THESE MEETINGS BECAUSE ONLY 1 WEEK IN BETWEEN MEETINGS)	December 12
December 17 (CHANGED FROM 4 <sup>TH</sup> TO 3 <sup>RD</sup> WEEK DUE TO HOLIDAYS)	December 19

**BE IT FURTHER RESOLVED** that all Regular Session Council Meetings shall begin at 6:00 p.m. in the Council Meeting Room on the second floor of the Government Tower at 8026 Main Street, and

**BE IT FURTHER RESOLVED** that the Council will schedule committee meetings on the Monday preceding the Regular Meetings of the Council as regularly as possible, however **\*\*committee meetings** may be scheduled on a different day and/or at a different time, as decided upon by the Council; and,

**BE IT FURTHER RESOLVED** that the Council may call additional committee meetings and/or Special Sessions of the Council as deemed necessary.



Monday, November 27, 2017

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**Item Title:**

Appointment of Anthony J. Alford Insurance Corporation as Agent of Record for Employee Group Health Insurance-Self Funded Reinsurance Contract for Medical, Dental, and Pharmacy Benefits

**Item Summary:**

Introducing an ordinance to authorize the appointment of Anthony J. Alford Insurance Corporation to serve as Agent of Record for the Employee Group Health Insurance/Self-funded and Reinsurance Contract for Medical, Dental, and Pharmacy Benefits, commencing on January 1, 2018, and effective through December 1, 2018, with the option to renew for two additional one year terms as more fully described herein, and calling a public hearing on December 13, 2017 at 6:30 p.m.

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Executive Summary to Appoint Anthony J. Alford Insurance Corp as Agent of Record Employee Benefits	11/20/2017	Executive Summary
Ordinance to Appoint Agent of Record for Employee Benefits-Anthony J Alford Insurance Corporation	11/20/2017	Ordinance
Backup	11/29/2017	Backup Material



## EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

### PROJECT TITLE

Appointment of Anthony J. Alford Insurance Corporation as Agent of Record for the Employee Group Health Insurance/Self-Funded Reinsurance Contract for Medical, Dental, and Pharmacy Benefits.

### PROJECT SUMMARY (200 WORDS OR LESS)

Introduce an Ordinance and call a public hearing on said matter on Wednesday, December 13, 2017, at 6:30 p.m. to authorize the appointment of Anthony J. Alford Insurance Corporation as Agent of Record for the Employee Group Health Insurance Self-Funded Reinsurance of Insurance benefits for Medical, Dental, and Pharmacy Benefits commencing on January 1, 2018, and effective thru December 31, 2018, with the Option to renew for two additional one year terms.

### PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

In order for the Risk Management Department and Legal Department to review the Agent of Record contract for final approval, and that the Parish President Gordon E. Dove is authorized to execute that Agent of Record contract and any related documents on behalf of Terrebonne Parish Consolidated Government.

### TOTAL EXPENDITURE

#### TOTAL COST

AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL

ESTIMATED

IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

(YES)

IF YES AMOUNT  
BUDGETED:

### COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE

1

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Signature

11/20/2017

Date

**OFFERED BY:**  
**SECONDED BY:**

**ORDINANCE NO. \_\_\_\_**

IN ACCORDANCE WITH CHAPTER 2, ARTICLE X, SECTION 2-229 OF THE TERREBONNE PARISH CODE OF ORDINANCES, AN ORDINANCE TO AUTHORIZE THE APPOINTMENT OF ANTHONY J. ALFORD INSURANCE CORPORATION TO SERVE AS AGENT OF RECORD FOR THE EMPLOYEE GROUP HEALTH INSURANCE/SELF-FUNDED AND REINSURANCE CONTRACT FOR MEDICAL, DENTAL, AND PHARMACY BENEFITS COMMENCING ON JANUARY 1, 2018, AND EFFECTIVE THROUGH DECEMBER 31, 2018, WITH THE OPTION TO RENEW FOR TWO ADDITIONAL ONE YEAR TERMS AS MORE FULLY DESCRIBED HEREIN.

**WHEREAS**, Terrebonne Parish Consolidated Government (TPCG) does provide employee group health insurance/self-funded insurance coverages for medical, dental, and pharmacy benefits through its Risk Management Department; and

**Whereas**, The Terrebonne Parish Council, pursuant to Section 2-229 of the Terrebonne Parish Code of Ordinances, has selected an insurance agent of record for the year 2018, commencing January 1, 2018, and effective through December 31, 2018; and

**Whereas**, the Agent of Record is given the option for two (2) one-year renewals subject to this Council’s selection and approval by ordinance; and

**SECTION I**

**NOW THEREFORE BE IT ORDAINED** by the Terrebonne Parish Council on behalf of the Terrebonne Parish Consolidated Government that Anthony J. Alford Insurance Corporation is hereby appointed to serve as Agent of Record for the employee group health benefits for medical, dental, pharmacy, self-funded and reinsurance contract submitted to Terrebonne Parish Council on November 27, 2017, for the period commencing January 1, 2018, effective through December 31, 2018; and

**SECTION II**

**NOW THEREFORE BE IT FURTHER ORDAINED** that the Terrebonne Parish Consolidated Government reserves the option to renew the appointment for up to two additional one-year terms by ordinance in accordance with Chapter 2, Article X of the Terrebonne Parish Code of Ordinances, Section 2-229; and

**SECTION III**

**NOW THEREFORE BE IT ORDAINED**, by the Terrebonne Parish Council that the Risk Management Department and the Legal Department shall review the Agent of Record contract for final approval, and that the Parish President Gordon E. Dove is authorized to execute the Agent of Record contract and any related documents on behalf of the Terrebonne Parish Consolidated Government.

**SECTION IV**

If any word, clause, phrase, section or other portion of this ordinance shall be declared null, void, invalid, illegal, or unconstitutional, the remaining words, clauses, phrases, sections and other portions of this ordinance shall remain in full force and effect, the provisions of this ordinance hereby being declared to be severable.

**SECTION V**

This ordinance shall become effective upon approval by the Parish Council and signature of the Parish President.



This ordinance, having been introduced and laid on the table for at least two weeks, was voted upon as follows:

## Venita Chauvin

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**From:** Cheryl Lirette  
**Sent:** Monday, November 27, 2017 9:58 AM  
**To:** Venita Chauvin  
**Cc:** J. Dana Ortego  
**Subject:** 2018-2019 Proposals for Medical, Dental, and Pharmacy  
**Attachments:** 2018-2019 Proposals.pdf

Venita,

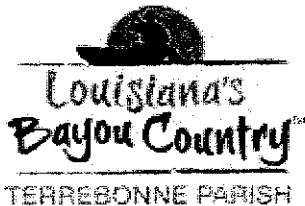
Attached is the backup for our Agenda Item requesting approval of UMR as Insurer/Third Party Administrator for TPCG's self-funded program for Medical, Dental, and Pharmacy coverage. Please provide each one of the Council members with a copy of this document for tonight's PPL meeting.

Thanks,

*Cheryl B. Lirette*

Insurance Technician/ Risk Management Department  
Terrebonne Parish Consolidated Government  
Phone (985)-873-6470  
Fax (985)-873-6473  
[clirette@tpcg.org](mailto:clirette@tpcg.org)

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### **Saltwater Fishing Capital of the World**

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PP&L  
#2

	2017	2018	2018	2018
<b>Renewal 2018</b>	<b>Current</b>	<b>Renewal</b>	<b>UHC</b>	<b>BC</b>
<b>TPA</b>	<b>Gilebar</b>	<b>Gilebar</b>	<b>UMR</b>	<b>BC of LA</b>
<b>Reinsurance</b>	<b>HCC</b>	<b>HCC</b>	<b>UHC/BP</b>	<b>BC/Southern National</b>
<b>Specific Deductible</b>	<b>175,000.00</b>	<b>175,000.00</b>	<b>175,000.00</b>	<b>175,000.00</b>
<b>Aggregating Specific</b>	<b>150,000.00</b>	<b>150,000.00</b>	<b>\$150,000.00</b>	<b>150,000.00</b>
<b>Aggregate Premium</b>				
<b>Composite</b>	<b>4.15</b>	<b>4.78</b>	<b>4.02</b>	<b>7.14</b>
<b>Monthly Aggregate</b>	<b>4,830.60</b>	<b>5,563.92</b>	<b>4,679.28</b>	<b>8310.96</b>
<b>Annual Aggregate Premium</b>	<b>57,967.20</b>	<b>66,767.04</b>	<b>56,151.36</b>	<b>99,731.52</b>
<b>Specific Premium</b>				
<b>Employee Only</b>	<b>22.43</b>	<b>30.81</b>	<b>45.09</b>	<b>31.87</b>
<b>Family</b>	<b>70.96</b>	<b>97.93</b>	<b>100.65</b>	<b>81.60</b>
<b>Monthly Specific Premium</b>		<b>80,296.28</b>	<b>89,265.48</b>	<b>69,951.74</b>
<b>Annual Specific Premium</b>		<b>963,555.36</b>	<b>1,071,185.76</b>	<b>839,420.88</b>
<b>Claims Admin Fee</b>	<b>14.00</b>	<b>14.14</b>	<b>28.29</b>	<b>14.26</b>
<b>Dental Claims Admin</b>	<b>2.75</b>	<b>2.75</b>	<b>Included</b>	<b>\$3.25</b>
<b>Cobra</b>		<b>1.90</b>	<b>1.90</b>	
<b>PPO/Network Access</b>	<b>8.95</b>	<b>8.95</b>	<b>Included</b>	<b>11.25</b>
<b>Case Management</b>	<b>3.35</b>	<b>3.35</b>	<b>Included</b>	<b>6.75</b>
<b>Disease Management</b>			<b>included e schedule for add'l fees</b>	
<b>Maternity Management</b>				
<b>High Cost Imaging</b>			<b>Included</b>	<b>0.50</b>
<b>Utilization Review</b>	<b>2.25</b>	<b>2.25</b>	<b>Included</b>	
<b>CarveOut PBM Fee</b>				<b>8.00</b>
<b>Case Management @ \$150/hr (Conservative estimate at 18 hr/month)</b>	<b>2.29</b>	<b>2.29</b>	<b>included</b>	<b>included</b>
<b>Total Admin Fee</b>	<b>33.73</b>	<b>33.73</b>	<b>28.29</b>	<b>\$42.01</b>
<b>Annual Admin Fee</b>		<b>471,140.64</b>	<b>396,154.72</b>	<b>586,795.68</b>
<b>Broker Admin Fee</b>	<b>7.75</b>	<b>7.75</b>	<b>7.75</b>	<b>7.75</b>
<b>Total Fixed Cost Monthly</b>				
<b>Employee Only</b>	<b>67.92</b>	<b>78.97</b>	<b>85.16</b>	<b>88.77</b>
<b>Family</b>	<b>116.45</b>	<b>146.09</b>	<b>140.71</b>	<b>138.40</b>
<b>Monthly</b>	<b>111,185.74</b>	<b>136,354.52</b>	<b>135,895.32</b>	<b>136,183.34</b>
<b>Total Annual Fixed</b>	<b>1,334,228.88</b>	<b>1,636,254.24</b>	<b>1,630,743.84</b>	<b>1,634,200.08</b>
<b>Agg Attachment Factors</b>				
<b>Employee Only</b>	<b>796.42</b>	<b>1,097.60</b>	<b>706.97</b>	<b>798.95</b>
<b>Family</b>	<b>1,701.00</b>	<b>2,342.29</b>	<b>1,767.42</b>	<b>2093.26</b>
<b>Monthly</b>	<b>1,525,864.84</b>	<b>2,101,591.18</b>	<b>1,524,930.98</b>	<b>1,786,811.02</b>
<b>Annual Agg Attachment</b>	<b>18,310,378.08</b>	<b>25,219,094.16</b>	<b>18,299,171.76</b>	<b>21,441,732.24</b>
<b>Maximum Monthly Cost</b>				
<b>Employee Only</b>	<b>864.34</b>	<b>1,176.57</b>	<b>792.12</b>	<b>887.72</b>
<b>Family</b>	<b>1,817.45</b>	<b>2,488.38</b>	<b>1,908.13</b>	<b>2,231.66</b>
<b>Monthly</b>	<b>1,637,050.58</b>	<b>2,237,945.70</b>	<b>1,660,826.30</b>	<b>1,922,984.36</b>
<b>Annual Maximum Cost</b>	<b>19,644,806.96</b>	<b>26,855,348.40</b>	<b>19,929,915.60</b>	<b>23,075,932.32</b>
<b>Annual Expected Cost:</b>	<b>5,514,969.62</b>	<b>5,776,248.64</b>	<b>5,776,250.64</b>	
<b>Contract Type</b>				
<b>Specific</b>	<b>24 12</b>	<b>24 12</b>	<b>24 12</b>	<b>24/12</b>
<b>Aggregate</b>	<b>24 12</b>	<b>24 12</b>	<b>24 12</b>	<b>24/12</b>
<b>Employee Only</b>	<b>502</b>	<b>502</b>	<b>502</b>	<b>502</b>
<b>Family</b>	<b>662</b>	<b>662</b>	<b>662</b>	<b>662</b>
<b>Total Contracts</b>	<b>1164</b>	<b>1164</b>	<b>1164</b>	<b>1164</b>
<b>Lasers:</b>	<b>2</b>	<b>5</b>	<b>1</b>	



Monday, November 27, 2017

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**Item Title:**

Resolution to approve proposal provided by UMR as Insurer-TPA for TPCG's Insurance-Self Funded program for Medical, Dental, and Pharmacy coverage

**Item Summary:**

RESOLUTION: Approving the Contract provided by UMR as Insurer/Self-funded Program for Group Employee Health Insurance Benefits for Medical, Dental, and Pharmacy Coverages, administered through Southern Scripts, commencing on January 1, 2018, and effective through December 31, 2018, with the option to renew for two additional one year terms as more fully described herein.

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Executive Summary to approve the Proposal provided by UMR	11/20/2017	Executive Summary
Resolution	11/27/2017	Resolution



## EXECUTIVE SUMMARY

(REQUIRED FOR ALL SUBMISSIONS)

### PROJECT TITLE

Resolution to approve the proposal provided by UMR as Insurer/Third Party Administrator of Terrebonne Parish Consolidated Government's insurance/Self-Funded Program for Medical, Dental, and Pharmacy coverage.

### PROJECT SUMMARY (200 WORDS OR LESS)

Presentation of Resolution for the proposal provided by UMR as Insurer/Third Party Administrator of Terrebonne Parish Consolidated Government's Insurance/Self-Funded Program for Medical, Dental, and Pharmacy coverage commencing January 1, 2018 thru December 31, 2018, with the option to renew for two (2) additional one (1) year terms.

### PROJECT PURPOSE & BENEFITS (150 WORDS OR LESS)

It is the recommendation of Administration and the Risk Management Department that the attached proposal be approved and Parish President, Gordon Dove, is authorized to execute the Insurer/Third Party Administrator Contract and any related documents on behalf of Terrebonne Parish Consolidated Government.

### TOTAL EXPENDITURE

See attached Proposal.

### AMOUNT SHOWN ABOVE IS: (CIRCLE ONE)

ACTUAL \$19,929,915.60

ESTIMATED

### IS PROJECT ALREADY BUDGETED: (CIRCLE ONE)

N/A

NO

(YES)

IF YES AMOUNT  
BUDGETED:

### COUNCIL DISTRICT(S) IMPACTED (CIRCLE ONE)

PARISHWIDE

1

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3

4

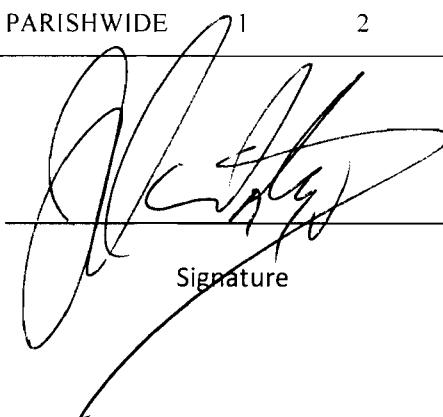
5

6

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8

9

  
Signature

11/20/2017

Date

OFFERED BY:  
SECONDED BY:

**RESOLUTION NO. \_\_\_\_\_**

IN ACCORDANCE WITH CHAPTER 2, ARTICLE V, SECTION 2-109 OF THE TERREBONNE PARISH CODE OF ORDINANCES, A RESOLUTION TO APPROVE THE CONTRACT PROVIDED BY UMR AS INSURER/THIRD PARTY ADMINISTRATOR OF TERREBONNE PARISH CONSOLIDATED GOVERNMENT'S INSURANCE/SELF-FUNDED PROGRAM FOR GROUP EMPLOYEE HEALTH INSURANCE BENEFITS FOR MEDICAL, DENTAL, AND PHARMACY COVERAGES, **ADMINISTERED THROUGH SOUTHERN SCRIPTS**, COMMENCING ON JANUARY 1, 2018, AND EFFECTIVE THROUGH DECEMBER 31, 2018, WITH THE OPTION TO RENEW FOR TWO ADDITIONAL ONE YEAR TERMS AS MORE FULLY DESCRIBED HEREIN.

**WHEREAS**, Terrebonne Parish Consolidated Government (TPCG) does provide employee group health insurance/self-funded insurance benefits for medical, dental, and pharmacy benefits through its Risk Management Department; and

**WHEREAS**, The Terrebonne Parish Council has reviewed the proposal recommended for consideration by the Risk Management Insurance Committee appointed by Parish Administration; and

**WHEREAS**, the Terrebonne Parish Consolidated Government (TPCG) has determined the group health benefits contract is beneficial to the operation of the Terrebonne Parish Consolidated Government; and

**SECTION I**

**NOW THEREFORE BE IT RESOLVED** that the Terrebonne Parish Council on behalf of the Terrebonne Parish Consolidated Government hereby approves and consents to contract with UMR to provide Insurer/Third Party Administration and coverages, including reinsurance, for the Terrebonne Parish Consolidated Government employee group health-related benefits for medical, dental and pharmacy coverages as submitted to Terrebonne Parish Council on November 27, 2017, for the period commencing January 1, 2018, and effective through December 31, 2018, with the option to renew the contract for two additional one-year terms subject to Council approval; and

**SECTION II**

**NOW THEREFORE BE IT FURTHER RESOLVED** that the Terrebonne Parish Consolidated Government reserves the option to renew the appointment for up to two additional one-year terms upon resolution by the Terrebonne Parish Council in accordance with Chapter 2, Article V of the Terrebonne Parish Code of Ordinances, Section 2-109; and

**SECTION III**

**NOW THEREFORE BE IT RESOLVED**, by the Terrebonne Parish Council that the Risk Management Insurance Committee and the Legal Department shall review the Insurer/Third Party Administrator contract for final approval, and that Parish President Gordon E. Dove is authorized to execute the Insurer/Third Party Administrator contract and any related documents on behalf of Terrebonne Parish Consolidated Government.

**SECTION IV**

If any word, clause, phrase, section or other portion of this resolution shall be declared null, void, invalid, illegal, or unconstitutional, the remaining words, clauses, phrases, sections

and other portions of this resolution shall remain in full force and effect, the provisions of this resolution hereby being declared to be severable.

SECTION V

This resolution shall become effective upon approval by the Parish Council and signature of the Parish President.

**THERE WAS RECORDED:**

YEAS: J. Navy, A. Williams, G. Michel, S. Dryden, C. Duplantis-Prather, D. W. Guidry, Sr., A. Marmande, D. J. Guidry, and S. Trosclair.

NAYS: None.

ABSTAINING: None.

ABSENT: None.

The Chairwoman declared the resolution adopted on this the 27th day of November 2017.

\* \* \* \* \*

I, VENITA H. CHAUVIN, Council Clerk of the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Policy, Procedure, & Legal Committee on November 27, 2017 and subsequently ratified by the Assembled Council in Regular Session on November 29, 2017 at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS 30TH DAY OF NOVEMBER 2017.

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VENITA H. CHAUVIN  
COUNCIL CLERK  
TERREBONNE PARISH COUNCIL