**Oklahoma Higher Education Employees Interlocal Group**

a/k/a OKHEEI Group

**Minutes of Regular Meeting held at**

**Redlands Community College**

**Ray Porter Building**

**Regents Room**

**1300 South Country Club Road**

**El Reno, OK 73036**

**Thursday, April 6, 2023**

**10:30 am**

https://zoom.us/j/99398579844?pwd=[UlJHczI2RXRkWUtoNHd3U1A3MDhydz09](https://zoom.us/j/99398579844?pwd=UlJHczI2RXRkWUtoNHd3U1A3MDhydz09)

Meeting ID: 993 9857 9844  
Passcode: 124619

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| East Central University – | Northeastern State University – Christy Landsaw |
| Northwestern Oklahoma State University –  David Pecha | RUSO Board Office – Designee Debra Lyon |
| Southeastern Oklahoma State University – Dennis Westman | Southwestern Oklahoma State University –  Brenda Burgess |
| Murray State College – Justin Cellum | Northern Oklahoma College – Designee Kelley Larkin |
| Seminole State College – Melanie Rinehart | Redlands Community College – Jena Marr |

1. **Announcement of Filing Meeting Notice and Posting of the Agenda in Accordance with the Oklahoma Open Meeting Act.**

The OKHEEI Group Board of Trustees met in regular session at 10:30 a.m., April 6, 2023, at Redlands Community College, Ray Porter Building Regents Room, 1300 South Country Club Road El Reno, OK 73036. Notice of the meeting had been properly filed with the Secretary of State on November 30, 2022, and a copy of the agenda posted by 10:30 a.m. on April 5, 2023, in compliance with the Oklahoma Open Meeting Act.

1. Call meeting to order.
   1. Meeting was called to order by Chair Justin Cellum at 10:35am
2. Roll call.

**The following Trustees of the OKHEEI Board of Trustees were present:**

Kelley Larkin, Designee Northern Oklahoma College

Jena Marr, Redlands Community College

Debra Lyon, Designee RUSO Board Office

Melanie Rinehart, Seminole State College

Christy Landsaw, Northeastern State University

Justin Cellum, Murray State University

Brenda Burgess, Southwestern Oklahoma State University

**The following guests were present:**

Mark Scott, RUSO

Suhani Lageman, Gallagher

Pete Towne, Gallagher

Daniel Somers, Gallagher

Chris Engleman, BCBS

Kymberly Morella, BCBS

Holly Wilson-Byrd, Seminole State College

Erin Medley, Seminole State College

Kim Andrade, Redlands Community College

**The following guests were present via Zoom:**

Cheryl Ellis, Northwestern Oklahoma State College

Debbie Maness, Southeastern Oklahoma State University

Cammie Smith, Northeastern State University

Jean Logue, Northeastern State University

Phyllis Chappelle, Northeastern State University

LaDonna Lucus, East Central University

Brandi Michelle Green, East Central University

Rhonda Kinder, East Central University

Marjorie Robertson, Southeastern Oklahoma State University

Carol Sides, Southwestern Oklahoma State University

Jamie Collins, Southwestern Oklahoma State University

1. Approval of Minutes from 3/2/2023

Jena Marr, RCC made a Motion to approve the minutes from board meeting 3/2/2023, as presented. The motion was seconded by Christy Landsaw, NSU.

Voted For Motion:

Kelley Larkin, Designee Northern Oklahoma College

Jena Marr, Redlands Community College

Debra Lyon, Designee RUSO Board Office

Melanie Rinehart, Seminole State College

Christy Landsaw, Northeastern State University

Justin Cellum, Murray State University

Brenda Burgess, Southwestern Oklahoma State University

Voted Against:

None

1. **Discussion and possible action regarding Renewal Presentation to Include Fully Premium Equivalent Rate by Plan –** Daniel Somers & Pete Towne, Gallagher

Daniel Somers, Gallagher presented renewal for fully premium equivalent rate by the plan. Documentation was provided by Gallagher.



No Action Taken.

1. **Discussion and possible action regarding Renewal Options –** Daniel Somers & Pete Towne, Gallagher

Gallagher will be providing a few suggested plan adjustments for consideration by the board.

Daniel Somers, Gallagher presented renewal options for OKHEEI. Documentation attached.



No Action Taken

1. **Discussion and possible action regarding OKHEEI Monthly Financial Report –** Daniel Somers, Gallagher

Daniel Somers, Gallagher presented OKHEEI’s monthly financial report. Documentation attached.



No Action taken.

1. **Discussion and possible action regarding Empyrean year-end Balance for Unpaid Premiums not Already Covered by Gallagher or OKHEEI –** Pete Towne, Gallagher

Pete Towne, Gallagher advised OKHEEI trustees that Gallagher has been receiving commissions from VOYA. Gallagher then use those commissions to pay Empyrean to offset the amount owed to Empyrean. Pete Towne, Gallagher presented to the OKHEEI trustees the outstanding premiums that VOYA has not been paying.



Jena Marr, RCC made a motion to pay the unpaid premiums not already covered by Gallagher. Christy Landsaw, NEOSU seconded the motion.

Voted For Motion:

Kelley Larkin, Designee Northern Oklahoma College

Jena Marr, Redlands Community College

Debra Lyon, Designee RUSO Board Office

Melanie Rinehart, Seminole State College

Christy Landsaw, Northeastern State University

Justin Cellum, Murray State University

Brenda Burgess, Southwestern Oklahoma State University

Voted Against:

None

1. **Discussion and possible action regarding ongoing HIPAA Compliance efforts** – Mark Scott, RUSO/OKHEEI

Mark Scott, RUSO/OKHEEI discussed the HIPAA meeting that was had with Gallagher and provided an update of the HIPAA compliance efforts.

No Action Taken

1. **Trust Status Report** – Brenda Burgess, SWOSU

Brenda Burgess, SWOSU presented information about the OKHEEI Trust.

No Action Taken

1. **Chair’s Report** – Justin Cellum, MSC

Justin Cellum, MSC gave an update on the PCORI fees, and informed all Board Members that the PCORI fees owed by OKHEEI have been paid and are up to date. Debra Lyon, RUSO volunteered to take the place of Jena Marr, RCC on the Subcommittee for Trust/Finance. Justin Cellum, MSC asked Mark Scott, RUSO/OKHEEI to schedule a meeting with the committee members, Gallagher, and himself.

Justin Cellum, MSC informed all Board members that Mark Scott, RUSO/OKHEEI will be attending the Oklahoma HR State Conference.

1. **Coordinator’s Report** – Mark Scott, RUSO/OKHEEI
2. **OKHEEI Board Member’s Comments and Announcements**

Debra Lyon, RUSO informed the OKHEEI Board that the yearly assessments had not been done yet by the RUSO office. The Finance officer will be sending those out for FY22.

Kymberly Morella, BCBS gave an update on Stillwater Medical Center.

Justin Cellum, MSC recognized Jena Marr, RCC as the Interim President of Redlands Community College.

1. **New Business**

None

1. **Adjournment**

Debra Lyons, RUSO made the motion to adjourn at 12:10 p.m. Jena Marr, RCC seconded the motion.

Voted For Motion:

Kelley Larkin, Designee Northern Oklahoma College

Jena Marr, Redlands Community College

Debra Lyon, Designee RUSO Board Office

Melanie Rinehart, Seminole State College

Christy Landsaw, Northeastern State University

Justin Cellum, Murray State University

Brenda Burgess, Southwestern Oklahoma State University

Voted Against:

None

Meeting Adjourned