

**Oklahoma Higher Education Employees Interlocal Group**  
a/k/a OKHEEI Group

**Agenda of Regular Meeting to be held at  
Northeastern State University  
Broken Arrow Campus  
Administration Building  
BA Annex  
3100 E New Orleans Street  
Broken Arrow, OK 74014**

**Wednesday, April 3, 2024  
10:30 am**

<https://zoom.us/j/95865008052?pwd=VXZSTGt4V2o4YmgxVlZiWmpMT2d6QT09>

Meeting ID: 958 6500 8052

Passcode: 529816

East Central University – Darrell Morrison	Northeastern Oklahoma State University – Christy Landsaw
Northwestern Oklahoma State University – David Pecha	RUSO Board Office – Sheridan McCaffree
Southeastern Oklahoma State University – Dennis Westman	Southwestern Oklahoma State University – Lori Boyd
Murray State College – Designee Kalee Sundeen	Northern Oklahoma College – Anita Simpson
Seminole State College – Melanie Rinehart	Redlands Community College – Jon Fields Redlands Community College Ray Porter Building Room C-110B 1300 South Country Club Road El Reno, OK 73036

**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 3, 2024, at Northeastern State University, Broken Arrow Campus, Administration Building BA Annex, 3100 E New Orleans Street Broken Arrow, OK 74014. Notice of the meeting has been properly filed with the Secretary of State on December 12, 2023, and a copy of the agenda posted by 10:30 a.m. on April 2, 2024, in compliance with the Oklahoma Open Meeting Act.

**a. Call meeting to order.**

Chair Dennis Westman, SE called the meeting to order at 10:40am.

b. Roll call

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

Anita Simpson, Northern Oklahoma College  
Jon Fields, Redlands Community College Designee (via Zoom)  
Dennis Westman, Southeastern State University  
Sheridan McCaffree, RUSO  
Kalee Sundeen, Murray State College  
David Pecha, Northwestern Oklahoma State University  
Christy Landsaw, Northeastern Oklahoma State College  
Lori Boyd, Southwestern Oklahoma State University  
Darrell Morrison, East Central University

**The following guests were present:**

Mark Scott, RUSO/OKHEEI  
Summer Brown, Gallagher  
Suhani Lageman, Gallagher  
Daniel Somers, Gallagher  
Brenda Burgess, Riverside Accounting, LLC  
Dana Collins, East Central University  
Susana Gravato, BCBS  
Chris Engleman, BCBS  
Kerrie Cook, BCBS  
Lisa Mickelson, Prime Therapeutics/BCBS

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

Melanie Rinehart, Seminole State College  
Holly Wilson-Byrd, Seminole State College  
Cammie Smith, Northeastern State University  
Shannon Cranford, Northern Oklahoma College  
Danna Collins, Southeastern Oklahoma State University  
Jennifer Moore, Southeastern Oklahoma State University  
Dorothy Owens, Southeastern Oklahoma State University  
Cheryl Ellis, Northwestern Oklahoma State University  
Jean Logue, Northeastern State University  
Majorie Robertson, Southeastern Oklahoma State University  
Cynthia Alvaraz, Southeastern Oklahoma State University  
Debbie Maness, Southeastern Oklahoma State University  
Kelley Larkin, Northern Oklahoma College  
Carol Sides, Southwestern Oklahoma State University  
Diana Diaz, Southwestern Oklahoma State University  
Kim Andrade, Redlands Community College

c. Approval of Minutes from 2.1.204

David Pecha, NWOSU, made a motion to approve the February minutes with the amendments as stated.  
Christy Landsaw, NSU, seconded the motion.

**Voted For:**

Anita Simpson, Northern Oklahoma College  
Jon Fields, Redlands Community College Designee (via Zoom)  
Dennis Westman, Southeastern State University  
Sheridan McCaffree, RUSO  
Kalee Sundeen, Murray State College

David Pecha, Northwestern Oklahoma State University  
Christy Landsaw, Northeastern Oklahoma State College  
Lori Boyd, Southwestern Oklahoma State University  
Darrell Morrison, East Central University

**Voted Against:**

None

**2. Discussion and possible action of Medical Trend Update Financial Monitoring Report Review –**

Daniel Somers & Summer Brown, Gallagher

Daniel Somers & Summer Brown, Gallagher, presented the Medical Trend Update and Financial Monitoring review. Documentation is attached.



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**3. Discussion and possible action of Retiree RFP Billing Review – Summer Brown & Suhani Lageman, Gallagher**

Summer Brown & Suhani Lageman, Gallagher, gave an update on the Retiree RFP Billing and the process of the reconciliation of the retiree billing. Gallagher presented that with the addition of Brenda Burgess, working with FBA and UHC, corrections were being made.

No Action Taken.

**4. Discussion and possible action of BCBS of Oklahoma Pharmacy Review – BCBS of Oklahoma**

Kerrie Cook, BCBS, & Lisa Mickelson, Prime, presented and reviewed the OKHEEI Pharmacy plan and gave recommendations on how to control pharmaceutical costs within the OKHEEI plan. Moving from an open pharmacy plan to a balanced pharmacy plan. No action taken.



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**5. Discussion and possible action of Benefit Plan Renewals Update – Daniel Somers & Summer Brown, Gallagher**

Daniel Somers and Summer Brown, Gallagher, presented the plan renewals and how they are affected (with documentation attached).

No Action Taken.



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**6. Discussion and possible action of CY 2025 Medical Premium Equivalent Rates – Dennis Westman, SE**

No Action Taken.

**Break at 12:40pm  
Resume at 12:55pm**

**7. Discussion and possible action of agreement between OKHEEI and Riverside Accounting, LLC - Dennis Westman, SE**

Dennis Westman, SE, presented the agreement between OKHEEI and Riverside Accounting LLC, that has been reviewed by legal. Riverside Accounting, LLC has secured the proper amount of insurance that was required by the OKHEEI Board.

Christy Landsaw, NSU made a motion to accept the contract with Brenda Burgess & Riverside Accounting, LLC and Anita Simpson, NOC seconded the motion.

**Voted For:**

Anita Simpson, Northern Oklahoma College  
Jon Fields, Redlands Community College Designee (via Zoom)  
Dennis Westman, Southeastern State University  
Sheridan McCaffree, RUSO  
Kalee Sundeen, Murray State College  
David Pecha, Northwestern Oklahoma State University  
Christy Landsaw, Northeastern Oklahoma State College  
Lori Boyd, Southwestern Oklahoma State University  
Darrell Morrison, East Central University

**Voted Against:**

None

**8. Discussion and possible action of Paying OKHEEI Invoices through the Trust – Brenda Burgess**

No Action Taken.

**9. Discussion and possible action of Pre and Post 65 OTRS Payments run through OKHEEI Trust – Brenda Burgess**

Brenda Burgess stated that she and Mark Scott, RUSO/OKHEEI, held a zoom meeting with the coordinators to discuss the schools sending their Post 65 OTRS payments and rosters to the OKHEEI / Trust, and no longer sending to FBA. This will allow OKHEEI to be the record keeper for these funds and rosters and eliminate the need for individual schools to communicate with FBA regarding Post 65 OTRS subsidies. OKHEEI will send payments and rosters directly to UHC and FBA.

Christy Landsaw, NSU made a motion to approve and Anita Simpson seconded the motion.

**Voted For:**

Anita Simpson, Northern Oklahoma College  
Jon Fields, Redlands Community College Designee (via Zoom)  
Dennis Westman, Southeastern State University  
Sheridan McCaffree, RUSO  
Kalee Sundeen, Murray State College  
David Pecha, Northwestern Oklahoma State University  
Christy Landsaw, Northeastern Oklahoma State College  
Lori Boyd, Southwestern Oklahoma State University  
Darrell Morrison, East Central University

**Voted Against:**

None

**10. Discussion and possible action Regarding Evaluate and selection of HSA, FSA, and COBRA/Retiree Billing and Administration vendor – Dennis Westman, SE**

No Action Taken. Discussed during Item #3 Retiree Billing Review.

**11. Chair's Report – Dennis Westman, SE**

Dennis Westman, SE, suggested that the May 2<sup>nd</sup> board meeting be moved to May 22<sup>nd</sup>, so that Gallagher could present the data for January, February, March and April to the OKHEEI Board. Mark Scott, OKHEEI/RUSO, will meet with Jon Fields, RCC, to ensure the meeting room at Redlands is available on May 22<sup>nd</sup>.

**12. Coordinator's Report – Mark Scott, RUSO/OKHEEI**

No Action Taken.

**13. OKHEEI Board Member's Comments and Announcements**

No Action Taken.

**14. New Business**

No Action Taken.

**15. Adjournment**

Christy Landsaw, NSU, made the motion to adjourn the meeting at 1:58pm. Lori Boyd, SWOSU, 2<sup>nd</sup> the motion.

**Voted For:**

Anita Simpson, Northern Oklahoma College  
Jon Fields, Redlands Community College Designee (via Zoom)  
Dennis Westman, Southeastern State University  
Sheridan McCaffree, RUSO  
Kalee Sundeen, Murray State College  
David Pecha, Northwestern Oklahoma State University  
Christy Landsaw, Northeastern Oklahoma State College  
Lori Boyd, Southwestern Oklahoma State University  
Darrell Morrison, East Central University

**Voted Against:**

None