

Minutes

State Insurance Committee
January 27, 2022
1:00 pm (central)

The State Insurance Committee met on January 27, 2022 at 1:00 pm (central) in The Nashville Room, 3rd Floor, William R. Snodgrass Tennessee Tower, Nashville, TN.

State Insurance Committee members attending:

Butch Eley, Commissioner, Finance and Administration
David Lillard, State Treasurer
Carter Lawrence, Commissioner, Commerce and Insurance
Juan Williams, Commissioner, Human Resources
Randy Stamps, Tennessee State Employees Association (TSEA)
Michelle Consiglio-Young, state employee representative
Holly Girgies, representing Higher Education (by teleconference)

Commissioner Eley called the meeting to order at 1:00 pm (central). A roll call of attendance noted a quorum was physically present.

Laurie Lee, Executive Director, Benefits Administration (BA) advised that Vicki Burton, state employee representative on the State Insurance Committee, had resigned her position with the state. According to the State Employee Member Selection Procedure, adopted by the State Insurance Committee on August 25, 2017, in the event of a vacancy within the 31st through 36th months of the term, the position will remain vacant until the next regularly scheduled election for state employee committee members. The election of new state employee representatives is scheduled to occur in May, with the new term of office beginning July 1, 2022. Therefore, that position will remain vacant until a new state employee representative is elected.

Agenda Item #1 – Minutes of October 21, 2021

There being no additions or corrections to the minutes, Mr. Stamps made a motion that the minutes be approved as presented. Treasurer Lillard seconded the motion, which passed with the following roll call vote:

Eley	yes	Lillard	yes
Lawrence	yes	Williams	yes
Stamps	yes	Consiglio-Young	yes
Girgies	yes		

Agenda Item #2 – Approval of Contract Award for Life Insurance Products

Commissioner Eley called upon Seannalynn Brandmeir, Director of Contracts and Procurement, BA, to present the Evaluation Team Report for the Life Insurance Products (basic term life, basic accidental death and dismemberment [AD&D], voluntary accidental AD&D, and voluntary term life insurance). Ms. Brandmeir noted that the RFP for these services was issued on October 5, 2021, and that BA received three proposals by the response deadline of December 13, 2021. Respondents include ALFAC, Metropolitan Life Insurance Company (MetLife), and Securian Financial Group Inc. (Securian).

Ms. Brandmeir detailed the response evaluation criteria and the point values for each section. For the Proposal Transmittal and State of Certifications and Assurances and Section A, Mandatory Requirements, all Respondents met the mandatory requirements. Components of Section B, General Qualifications and Experience and Section C, Technical Qualifications, Experience and Approach were outlined by Ms. Brandmeir. These sections were scored independently by each member of the Evaluation Team. Following completion of section scoring, the cost proposal from each Respondent was entered and evaluated by the Solicitation Coordinator using the formulas outlined in the RFP.

Based on the results of the evaluation, the Response Evaluation Team recommended that the State Insurance Committee enter into a contract with Securian Financial Group Inc. for provision of life insurance benefits with a contract term beginning March 1, 2022 and extending for a period of 84 months.

Treasurer Lillard made a motion that the State Insurance Committee adopt the Response Evaluation Team recommendation. Commissioner Lawrence seconded the motion, which passed with the following roll call vote:

Eley	yes	Lillard	yes
Lawrence	yes	Williams	yes
Stamps	yes	Consiglio-Young	yes
Girgies	yes		

Agenda Item #3 – Medial Plan Document Language

Executive Director Lee presented proposed additions to the Medical Plan Document language as outlined below:

- Adding language to the flexible spending account (FSA) portion to be in compliance with the IRS provisions regarding routine non-discrimination testing to ensure there is no discrimination between highly compensated employees or key employees and other employee in the organization.
- Adding language to the FSA parking and transportation section to include examples of expenses that do and do not qualify for reimbursement under the flexible benefits plan.

Mr. Stamps made a motion to approve the Plan Document additions as presented by Executive Director Lee. Commissioner Williams seconded the motion, which passed with the following roll call vote:

Eley	yes	Lillard	yes
Lawrence	yes	Williams	yes
Stamps	yes	Consiglio-Young	yes
Girgias	yes		

Commissioner Eley noted that the next regularly scheduled meeting of the Committees would be held on February 24, at 1:00 pm (central). There being no further business, the meeting was adjourned at 1:15 pm.

Respectfully submitted,



Laurie S. Lee