

**BEXAR COUNTY BOARD OF TRUSTEES FOR  
MENTAL HEALTH MENTAL RETARDATION SERVICES d/b/a  
THE CENTER FOR HEALTH CARE SERVICES**

Special-Called Board Meeting

Thursday, July 30, 2020  
(Via Zoom)  
11:00 a.m.

**TRUSTEES PRESENT:** Daniel T. Barrett, Chairman  
Mary Rose Brown, Vice Chairman  
Donnie Windham Whited, Secretary  
Graciela Cigarroa  
Javier Salazar, Sheriff  
Polly Jackson Spencer, Ret. Judge  
Richard Usatine, M.D.  
Margaret M. Vera

**TRUSTEES ABSENT:** Laura Parker, Judge

**STAFF PRESENT:** Jelynn LeBlanc Burley, President/Chief Executive Officer  
Adrienne Alcazar, VP/People & Culture  
Frank Garza, General Counsel  
Robert Guevara, Chief Financial Officer  
Adam Velez, Director/Contracting & Procurement  
Sylvia Soriano, Manager/Compensation & Benefits  
Rosemary Velez, HR Generalist/Benefits  
Linda Cantu-Costilla, Senior Executive Assistant/Board Liaison

**GUESTS PRESENT:** Scott Foley, USI Consultant  
Mike Friedman, USI Consultant  
Nicole Majewski, USI Consultant  
Darren Bruton, Aetna Representative  
Louie Heerwagen, Sales VP, Aetna Public Sector

The special-called meeting of the Bexar County Board of Trustees for Mental Health Mental Retardation Services d/b/a The Center for Health Care Services was held on Thursday, July 30, 2020 via Zoom.

**CALL MEETING TO ORDER  
CERTIFICATION OF QUORUM**

The meeting was called to order at 11:00 a.m. by Board Chairman Daniel Barrett, with the following trustees present: Mses. Brown, Cigarroa, Jackson-Spencer, Vera, and Whited; Sheriff Salazar and Dr. Usatine; thereby establishing a quorum.

**PLEDGE OF ALLIGIANCE** - Led by Chairman Daniel T. Barrett

**CITIZENS TO BE HEARD** – There were no citizens present to be heard.

**1. INDIVIDUAL ITEMS FOR REPORT, DISCUSSION & APPROPRIATE ACTION**

Review and Approve for the President/CEO to Negotiate and Execute Contracts with United Health Care, Sun Life Financial and UNUM for the Provision of Employee Benefits

Mr. Velez reported that the Center had issued a Request for Proposals (RFP) in an effort to seek qualified and experienced vendors to provide a high quality, cost effective health care benefit package for its' employees. The Center was assisted in all aspects of the procurement process by its contracted consultant, USI Southwest, Inc.; who will also continue to assist with the contract negotiations and any other services needed.

The Center received responses from twenty-one (21) vendors. In order to maximize participation, the Center invited vendors to respond to individual lines of coverage. Services included medical health, pharmacy benefits, dental, vision, Life, Voluntary Life, Accidental Death, Short & Long Term Disability, Voluntary Accident & Critical Illness, FMLA, Employee Assistance Plan, FSA and Cobra administration.

Of the twenty-one respondents, the Center's evaluation committee selected eleven (11) vendors for interview and final offer. The Committee selected the following carriers to provide benefits to Center employees:

United Health Care – Medical, Vision, FSA, EAP, COBRA Administration  
Sun Life Financial – Dental, Voluntary Accident, Voluntary Critical Illness  
UNUM – Life AD&D, Voluntary Life AD&D, STD, LTD, FMLA

Based on current enrollment, expenses for FY 2020 are estimated at \$8.1 million; projected expenses for FY 2021 are \$7.9 million; an estimated annual savings of 1.8% to the Center and 5.1% to the employees. The proposed contract would be for an initial term of three (3) years with the Center's option to renew under the same terms and conditions for up to two (2) additional one (1) year extensions. If approved and upon successful negotiations, the proposed contract would go into effect September 1, 2020. Enrollment would occur during the month of November and the new benefit plans would go into effect January 1, 2021.

Discussion ensued and Ms. Burley stated that employees have been looking forward to this process for a year now. Dr. Usatine asked what improved wellness meant and Ms. Burley indicated that one of the things included in the proposal were virtual visits with a 0% co-pay. Also this year, the Center has hired a full-time wellness nurse. Employees will also have access to an on-site support person at least one day per week.

Dr. Usatine inquired as to the availability of family planning, smoking cessation, weight loss management and mental health, and wanted to ensure that all of these components were included in the proposal.

Upon further discussion, Mr. Barrett asked that staff bring the experience to the next Finance Committee meeting for review.

In conclusion, Dr. Usatine moved for the Board of Trustees to approve for the President/CEO to negotiate and execute contracts with United Health Care, Sun Life Financial and UNUM for the provision of employee benefits; Judge Spencer seconded the motion. Motion carried unanimously.

**EXECUTIVE SESSION (DISCUSSION ONLY: CLOSED TO THE PUBLIC)  
PURSUANT TO CHAPTER 551, TEXAS GOVERNMENT CODE**

There was no Executive Session held at this time.

**ADJOURNMENT**

There being no further business to discuss, Mr. Barrett called for a motion to adjourn. Dr. Usatine moved for adjournment and the meeting was concluded at 11:42 p.m.

Passed and approved this 11th day of August, 2020.



Daniel T. Barrett  
Board Chairman



Donnie Windham-Whited  
Board Secretary