

**THE CITY OF LAKE FOREST  
PCA COMMITTEE  
Minutes**

**Monday, November 4, 2019  
5:30 p.m.  
City Hall Manager's Conference Room**

**I. Call to Order:** The meeting was called to order at 5:30 p.m.:

Present: Mayor Pandaleon; Alderman Beidler; Alderman Notz  
Absent:  
Also Present: City Manager Jason Wicha, Director of Human Resources DeSha Kalmar,  
Benefits Consultant Peter Wright

**II. Consideration of Recommendations for Health Insurance Renewals**

Benefits Consultant Peter Wright and HR Director Kalmar reviewed the process undertaken as part of our various insurance renewals and recommended the following:

- Retain Serve You Rx Pharmacy Benefit Administration for Prescription Drug Card for the Final Two Years of a Three-Year Contract
- Retain Professional Benefit Administrators (PBA) for Administration and Billing Services
- Retain preferred provider network administration with CIGNA through PBA
- Retain Voya for stop loss coverage and retain Optum Health for Transplant coverage
- Retain CIGNA Group Life Insurance for a Two-Year Period

Following in-depth discussion on methodology used, as well as the reason we negotiate the stop loss coverage rather than bidding it annually. We typically bid it every few years. The Committee agreed to recommend these actions to the full City Council.

**III. Adjournment into Executive Session pursuant to 5ILCS 120/2 (c) (21) to discuss minutes of October 25, 2019:** Motion by Beidler, second by Notz, to adjourn into executive session to discuss collective bargaining matters at 5:52 p.m. Motion carried unanimously.

**IV. Reconvene into open session**

**V. Approval of the Regular Session and Executive Session Minutes of the October 25, 2019 Meeting:** Motion by Pandaleon, second by Notz, to approve the regular and executive session minutes of October 25, 2019. Motion carried unanimously.

**VI. Adjournment:** Motion by Notz, second by Beidler, to adjourn the meeting at 5:57 p.m. Motion carried unanimously.

Respectfully submitted,



DeSha D. Kalmar  
Director of Human Resources