

RESOLUTION NO. 474

A RESOLUTION CALLING FOR THE APPOINTMENT OF AND ESTABLISHING A CHARGE FOR A TASK FORCE TO STUDY AND MAKE RECOMMENDATIONS CONCERNING A GROUP MEDICAL BENEFIT PLAN FOR EMPLOYEES OF THE CITY OF STAYTON.

WHEREAS, the Mayor and City Council are concerned with the rising cost of providing group health care coverage for employees of the City of Stayton; and

WHEREAS, the Mayor and City Council are committed to providing the most cost-effective and comprehensive health care coverage possible to the city's employees; and

WHEREAS, the Mayor and City Council have directed that a citizen task force be appointed to study group health care options and costs and to formulate recommendations for a group health care package which will meet the needs of the employee and protect the city from exorbitant costs for providing that coverage;

NOW, THEREFORE,

THE COMMON COUNCIL OF THE CITY OF STAYTON HEREBY RESOLVES AS FOLLOWS:

1. An Employee Health Care Insurance Task Force, to be composed of no more than five (5) individuals, one of whom shall serve as chairman, from the community at large and two (2) representatives from the Stayton City Council, is hereby created.
2. The Task Force will be appointed by the Mayor prior to 1 November 1991.
3. Appointments to the Task Force will be ratified by the Stayton City Council no later than 4 November 1991.
4. The Task Force will be charged to:
  - a. Evaluate the type, extent, and cost of health care coverage available to the City, including "cafeteria" plans. Health care plans and providers should be considered who provide, at minimum, major medical disability, prescription, dental, and vision coverage.
  - b. Ascertain the reputation of each provider in their response to employer and employee inquiries, claims processing, promptness in paying claims, preferred provider lists, deductible amount, percentage of medical care costs for which employee will be responsible, what medical procedures are covered, what family members are covered.

RESOLUTION NO. 474

Charge to City Employee Group Insurance Task Force

Page 1 of 2

- c. Provide the following information to the Stayton City Council, no later than 15 February 1992, in a brief but comprehensive report:
- i. The types of plans available and the medical benefits they offer;
  - ii. A cost/benefit analysis;
  - iii. Cost to the city;
  - iv. Potential cost to the employee;
  - v. Plan providers;
  - vi. An evaluation of the providers' ability to utilize local medical facilities and physicians;
  - vii. The Task Force's recommendations for a plan and provider.

ADOPTED BY THE STAYTON CITY COUNCIL this 7<sup>th</sup> day of October 1991.

Date: 10-9-91

By:   
WILLMER VAN VLEET, Mayor

ATTEST

Date: 10-8-91

By:   
DAVID W. KINNEY, City Administrator

:b(10-1-91)

CITY OF STAYTON  
STANDARD OPERATING POLICIES AND PROCEDURES  
SUBJECT: COUNCIL AD HOC COMMITTEES

**PURPOSE**

To provide citizen involvement in specific projects or issues identified by the Stayton City Council.

**GENERAL**

Ad hoc committees may occasionally be appointed by the mayor to accomplish a specific task or study. The committee acts in a temporary advisory capacity to the council, and its recommendations and decisions are subject to council approval. Each ad hoc committee is charged with reviewing a specific issue and preparing recommendations for council consideration within a specified period of time. The recommendations are submitted to the council through the city administrator. The council is not obligated to adopt the committee's recommendations.

**POLICY**

The ad hoc committee is appointed by the mayor and may include one or more members of the city council. Staff members may be appointed to assist the committee.

**PROCEDURE**

1. The committee will elect a chairman and a secretary. Assigned staff members may not serve as officers.
2. The committee shall comply with the Oregon Open Meetings Law and shall keep brief minutes of general committee discussion and all actions taken by the committee.
3. The committee shall meet as often as necessary to compile and evaluate the information needed to make a considered, knowledgeable recommendation to the council.
4. The committee is responsible to respond to the council's charge through careful research of the issue, considering all relevant data, securing information from affected or concerned citizens, and any other means available.
5. The committee may not conduct public hearings.
6. If necessary, staff persons will be appointed to the committee to provide clerical or technical assistance.
7. City employees may be appointed and serve, uncompensated, on committees whose function is not related to the employee's duties for the city (e.g., a police officer could serve on the Parks Board, for instance, but not on a committee charged with police department employee benefits).