

AGENDA

**Port Freeport
Personnel Committee
Special Meeting
Tuesday, November 5, 2024, 3:00 pm - 4:30 pm
In Person & Videoconference - Administration Building - 1100 Cherry Street - Freeport**

This meeting agenda with the agenda packet is posted online at www.portfreeport.com

The meeting will be conducted pursuant to Section 551.127 of the Texas Government Code titled "Videoconference Call." A quorum of the Personnel Committee, including the presiding officer, will be present at the Commissioner Meeting Room located at 1100 Cherry Street, Freeport, Texas. The public will be permitted to attend the meeting in person or by videoconference. The videoconference is available online as follows:

Join Zoom Meeting

<https://us02web.zoom.us/j/83892730696?pwd=DG5Wqp646QhJWPFVyuIPbbiCzgyr3I.1>

Meeting ID: 838 9273 0696

Passcode: 278296

Dial by your location

• 1 346 248 7799 US (Houston)

Meeting ID: 838 9273 0696

Find your local number: <https://us02web.zoom.us/j/kd1YUJC3H>

1. Committee Members: Croft (Chairman), Fratila, Singhania
2. CONVENE OPEN SESSION in accordance with Texas Government Code Section 551.001, et. seq., to review and consider the following:
3. Roll Call.
4. Public Comment. (Public comment on any matter not on this Agenda will be limited to 5 minutes per participant and can be completed in person or by videoconference)
5. Public Testimony. (Public testimony on any item on this Agenda will be limited to 5 minutes per agenda item to be addressed per participant and can be completed in person or by videoconference. The participant shall identify in advance the specific agenda item or items to be addressed)
6. Discussion regarding renewal of Port Freeport Health, Dental and Vision Insurance.
7. Discussion regarding Port Freeport's annual contribution to the Port Freeport Retirement Plan.
8. Review of the following Port Policies...
 - 4.1 - Employment Categories
 - 4.2 - Access to Personnel Files
 - 4.3 - Employment Applications
 - 6.1 - Retirement Benefits
 - 6.2 - Worker's Compensation
 - 6.3 - Improvement Job Skills
9. EXECUTIVE SESSION in accordance with Subchapter D of the Open Meetings Act, Texas Government Code Section 551.001, et. seq., to review and consider the following:
 - A Under authority of Section 551.074 (Deliberation of Personnel Matters) for discussion regarding:
 1. Deliberation regarding the appointment, employment, evaluation, reassignment, duties of a public officer or employee, including but not limited to: Executive Director/CEO.
10. RECONVENE OPEN SESSION:
11. Adjourn.

The Committee does not anticipate going into a closed session under Chapter 551 of the Texas Government Code at this meeting for any other items on the agenda, however, if necessary, the Committee may go into a closed session as permitted by law regarding any item on the agenda.

With this posted notice, Port Commissioners have been provided certain background information on the above listed agenda items. Copies of this information can be obtained by the public at the Port Administrative offices at 1100 Cherry Street, Freeport, TX.



Phyllis Saathoff, Executive Director/CEO

PORT FREEPORT

Participation is welcomed without regard to race, color, religion, sex, age, national origin, disability or family status. In accordance with Title II of the Americans with Disabilities Act and Section 504 of the Rehabilitation Act, persons with disabilities needing reasonable accommodations to participate in this proceeding, or those requiring language assistance (free of charge) should contact the Executive Assistant no later than forty-eight (48) hours prior to the meeting, at (979) 233-2667, ext. 4326, email: bevers@portfreeport.com.

La participación es bienvenida sin distinción de raza, color, religión, sexo, edad, origen nacional, discapacidad o situación familiar. De acuerdo con el Título II de la Ley de Estadounidenses con Discapacidades y la Sección 504 de la Ley de Rehabilitación, las personas con discapacidades que necesiten adaptaciones razonables para participar en este procedimiento, o aquellas que requieran asistencia lingüística (sin cargo), deben comunicarse con el Asistente Ejecutivo a más tardar cuarenta -ocho (48) horas antes de la reunión, al (979) 233-2667, ext. 4326, correo electrónico: bevers@portfreeport.com.

M E M O R A N D U M

TO: Port Commissioners
Chief Executive Officer

FROM: Rob Lowe
Amy O'Brien

DATE: November 5, 2024

SUBJECT: Group Health and Dental/Vision Insurance

Attached are the spreadsheets with the results for the employee health and dental/vision insurance renewal quotes.

The current medical plan is a level funded plan through Cigna and expires December 31, 2024. Cigna has offered renewal with a premium increase of 16.4%. The budget was calculated using a 5% increase for nine months over the prior year fully funded plan rates. Alternate plans with BCBS, United Healthcare and Cigna were also considered, all having subtle differences such as co-pays, deductibles and maximum out of pocket. The Cigna renewal offered a minimum 8.9% savings over the fully funded plan alternatives as well as an 8.9% savings versus the budget.

Management recommendation is to renew the Cigna plan as proposed while maintaining the existing cost share, as budgeted:

	Port %	Employee %
Employee Coverage	95%	5%
Dependent Coverage	82.5%	17.5%

The current dental/vision plan is through Principal and will also expire December 31, 2024. We currently offer two plans, one being the standard dental plan with a \$1,500 annual maximum and another with a \$2,000 annual maximum. The alternate plan is treated as a buy up plan, the Port's cost will remain the same. Principal has offered renewal with a premium increase of 2.9% while MetLife has offered a plan that would be a decrease over the current plan of 3.4%. The budget was calculated with no increase. The MetLife plan also increases the annual maximum payment benefit per person to \$1750 and \$2250 versus the current plans of \$1500 and \$2000. There is a 75% overlap in Network coverage between the two carriers.

Management recommendation is to convert to the MetLife dental/vision plan, with the existing cost share as budgeted and offering the alternate plan as a buy up option.

Existing \$1,500 plan	Port %	Employee %
Employee Coverage	100%	0%
Dependent Coverage	70%	30%

PORT COMMISSION

Port Freeport Health Insurance Renewal 1-1-2025 - Fully Insured Options

	Cigna Current	BCBS Texas		United Healthcare	
Plan Name	OAP (35404097)	G652CHC		DX9W	
Benefits	In-Network	In-Network		In-Network	
Office Co-pay	PCP \$40, SPC \$90	PCP \$50, SPC \$100		PCP \$15; Designated Spec \$50, Network \$100	
ER	\$500 co-pay + ded &/or 20%	\$500 co-pay + ded &/or 20%		\$500 co-pay + ded &/or 20%	
Urgent Care	\$100 co-pay	\$100 co-pay		\$25 co-pay	
Deductible	\$1,500/\$4,500 Single/Family	\$1,600/\$4,800 Single/Family		\$1,500/\$4,500 Single/Family	
Coinsurance	80% BCBS/20% Employee	80% BCBS/20% Employee		80% UHC/20% Employee	
Out-of-Pocket	\$5,250/\$10,500 Single/Family	\$5,350/\$10,705 Single/Family		\$6,200/\$12,400 Single/Family	
Pharmacy	\$0/10/50/100/150/250	\$5/15/50/100/150/250		\$10/40/125/300	
In-Patient Co-pay	N/A	N/A		N/A	
Out-Patient Co-pay	N/A	N/A		N/A	
	Out Network	Out Network		Out Network	
Deductible	\$3,000/\$9,000 Single/Family	\$3,200/\$9,600 Single/Family		\$10,000/\$20,000 Single/Family	
Coinsurance	60%/40%	60%/40%		50%/50%	
Out of Pocket	Unlimited	Unlimited		Unlimited	
Blue Cross Census Quote Total Monthly Premium (Including Dependents)					
	\$55,892.88	\$74,708.14	33.7%	\$70,875.52	26.8%
Monthly Rate:					
Employee	\$ 901.42	\$ 1,204.97	33.7%	\$ 1,139.98	26.5%
Employee & Spouse	\$ 1,802.86	\$ 2,125.34	17.9%	\$ 2,779.96	54.2%
Employee & Child	\$ 1,803.76	\$ 2,125.34	17.8%	\$ 2,779.96	54.1%
Employee & Family	\$ 2,704.28	\$ 3,188.01	17.9%	\$ 3,419.94	26.5%

Current Allocation:

Employee:

Port 95%	\$ 856.35	\$ 1,144.72	\$ 1,082.98
Employee 5%	\$ 45.07	\$ 60.25	\$ 57.00

Dependent:

Employee & Spouse

Port 82.5%	\$ 1,487.36	\$ 1,753.41	\$ 2,293.47
Employee 17.5%	\$ 315.50	\$ 371.93	\$ 486.49

Employee & Child(ren)

Port 82.5%	\$ 1,488.10	\$ 1,753.41	\$ 2,293.47
Employee 17.5%	\$ 315.66	\$ 371.93	\$ 486.49

Employee & Family

Port 82.5%	\$ 2,231.03	\$ 2,630.11	\$ 2,821.45
Employee 17.5%	\$ 473.25	\$ 557.90	\$ 598.49



Port Freeport Health Insurance Renewal 1-1-2025 - Level Funded Options

	Cigna Current	Cigna Renewal		Cigna Level Funded	
Plan Name	OAP (35404097)	OAP (35404097)		OAP 37067857	
Benefits	In-Network	In-Network		In-Network	
Office Co-pay	PCP \$45, SPC \$90	PCP \$45, SPC \$90		PCP \$45, SPC \$90	
ER	\$500 co-pay + ded &/or 20%	\$500 co-pay + ded &/or 20%		\$500 co-pay + ded &/or 20%	
Urgent Care	\$100 co-pay	\$100 co-pay		\$100 co-pay	
Deductible	\$1,500/\$4,500 Single/Family	\$1,500/\$4,500 Single/Family		\$2,500/\$5,000 Single/Family	
Coinsurance	80% BCBS/20% Employee	80% BCBS/20% Employee		80% Cigna/20% Employee	
Out-of-Pocket	\$5,250/\$10,500 Single/Family	\$5,250/\$10,500 Single/Family		\$5,250/\$10,500 Single/Family	
Pharmacy	\$5/25/50/100/250	\$5/25/50/100/250		\$5/25/50/100/250	
In-Patient Co-pay	N/A	N/A		N/A	
Out-Patient Co-pay	N/A	N/A		N/A	
	Out Network	Out Network		Out Network	
Deductible	\$3,000/\$9,000 Single/Family	\$3,000/\$9,000 Single/Family		\$10,000/\$20,000 Single/Family	
Coinsurance	60%/40%	60%/40%		50%/50%	
Out of Pocket	Unlimited	Unlimited		\$28,000/\$56,000 Single/Family	
Blue Cross Census Quote	Total Monthly Premium (Including Dependents)				
	\$55,892.88	\$65,080.18	16.4%	\$63,344.64	13.3%
Monthly Rate:					
Employee	\$ 901.42	\$ 1,049.58	16.4%	\$ 1,021.60	13.3%
Employee & Spouse	\$ 1,802.86	\$ 2,099.22	16.4%	\$ 2,043.22	13.3%
Employee & Child	\$ 1,803.76	\$ 2,100.26	16.4%	\$ 2,044.24	13.3%
Employee & Family	\$ 2,704.28	\$ 3,148.80	16.4%	\$ 3,064.82	13.3%

Current Allocation:

Employee:

Port 95%	\$ 856.35	\$ 997.10	\$ 970.52
Employee 5%	\$ 45.07	\$ 52.48	\$ 51.08

Dependent:

Employee & Spouse

Port 82.5%	\$ 1,487.36	\$ 1,731.86	\$ 1,685.66
Employee 17.5%	\$ 315.50	\$ 367.36	\$ 357.56

Employee & Child(ren)

Port 82.5%	\$ 1,488.10	\$ 1,732.71	\$ 1,686.50
Employee 17.5%	\$ 315.66	\$ 367.55	\$ 357.74

Employee & Family

Port 82.5%	\$ 2,231.03	\$ 2,597.76	\$ 2,528.48
Employee 17.5%	\$ 473.25	\$ 551.04	\$ 536.34



Port Freeport Dental and Vision Renewal 1-1-2025

	Principal					Principal Buy-Up Plan			Met Life			Met Life Buy-Up Plan	
Dental	In-Network	Out-Network				In-Network	Out-Network		In-Network	Out-Network		In-Network	Out-Network
Type A - Preventive	100%	100%				100%	100%		100%	100%		100%	100%
Type B - Basic Resorative	80%	80%				80%	80%		80%	80%		80%	80%
Type C - Major Restorative	50%	50%				50%	50%		50%	50%		50%	50%
Type D - Orthodontia	50%	50%				50%	50%		50%	50%		50%	50%
Deductible	In-Network					In-Network			In-Network			In-Network	
Individual	\$50	\$50				\$50	\$50		\$50	\$50		\$50	\$50
Family	\$150	\$150				\$150	\$150		\$150	\$150		\$150	\$150
Annual Maximum Benefits													
Per Person	\$1,500	\$1,500				\$2,000	\$2,000		\$1,750	\$1,750		\$2,250	\$2,250
Child Orthodontia	\$1,000	\$1,000				\$1,000	\$1,000		\$1,000	\$1,000		\$1,500	\$1,500
Principal Vision													
Coverage Type	In-Network	Out-of-Network							In-Network	Out-of-Network			
Vision Exam- every 12 months	\$10 co-pay	Up to \$45							\$10 co-pay	Up to \$45			
Lenses - every 12 months	\$25 co-pay								\$25 co-pay				
Single		Up to \$30								Up to \$30			
Lined Bifocal		Up to \$50								Up to \$60			
Lined Trifocal		Up to \$65								Up to \$55			
Lenticular		Up to \$105								Up to \$100			
Frames- every 24 months	\$130 allowance	Up to \$70							\$150 allowance	Up to \$70			
**Elective Contact Lenses - every 12 months	\$150 allowance	Up to \$105							\$150 allowance	Up to \$105			
Additional Glasses	30% discount, same day as exam								20% discount				
Sunglasses Discount	20% discount, within 12 months of exam								20% discount				
		<u>Expiring:</u>	<u>Renewal:</u>			<u>Expiring:</u>	<u>Renewal:</u>						
Monthly Rate:										*two-year rate guarantee		**two-year rate guarantee	
Employee		\$ 34.12	\$ 35.10	2.87%		\$ 38.75	\$ 39.89		\$ 34.67	1.61%		\$ 37.37	
Employee & Spouse		\$ 67.65	\$ 69.59	2.87%		\$ 77.54	\$ 79.08		\$ 69.75	3.10%		\$ 75.22	
Employee & Child		\$ 85.44	\$ 87.97	2.96%		\$ 101.41	\$ 104.50		\$ 79.15	-7.36%		\$ 87.28	
Employee & Family		\$ 125.66	\$ 129.34	2.93%		\$ 148.31	\$ 151.94		\$ 122.56	-2.47%		\$ 134.46	

Current Allocation:		Port / Employee %											
<u>Employee:</u>													
Port 100%		100%	\$ 34.12	\$ 35.10		\$ 38.75	\$ 39.89		\$ 34.67		\$ 37.37		
Employee		0%	\$ -	\$ -		\$ -	\$ -		\$ -		\$ -		
<u>Dependent:</u>													
Employee & Spouse													
Port 70%		70%	\$ 47.36	\$ 48.71		\$ 54.28	\$ 55.36		\$ 48.83		\$ 52.65		
Employee 30%		30%	\$ 20.30	\$ 20.88		\$ 23.26	\$ 23.72		\$ 20.93		\$ 22.57		
Employee & Children													
Port 70%		70%	\$ 59.81	\$ 61.58		\$ 70.99	\$ 73.15		\$ 55.41		\$ 61.10		
Employee 30%		30%	\$ 25.63	\$ 26.39		\$ 30.42	\$ 31.35		\$ 23.75		\$ 26.18		
Employee & Family													
Port 70%		70%	\$ 87.96	\$ 90.54		\$ 103.82	\$ 106.36		\$ 85.79		\$ 94.12		
Employee 30%		30%	\$ 37.70	\$ 38.80		\$ 44.49	\$ 45.58		\$ 36.77		\$ 40.34		

**Principal's dental network has 248 providers within 20 miles of 77566

**Met Life's dental network has 226 providers withing 20 miles of 77566

**Cigna, Humana, Ameritas and Equitable do NOT offer life insurance so that benefit would have to be secured through another carrier. This made their bids ineligible.

**Lincoln Financial declined to quote the life insurance benefit due to having that business under the retirement life insurance. This made their bid ineligible.

**Guardian declined to quote due to offer being uncompetitive

**BCBS Texas was not competitive



RESOLUTION AUTHORIZING A CONTRIBUTION TO THE PORT FREEPORT RETIREMENT PLAN

At a regular meeting of the Port Commission of Port Freeport at the office of said District at 1100 Cherry Street, Freeport, Texas, on the 21st day of November 2024, among other business came on to be considered the following resolution, which, upon motion duly made and seconded, was adopted by vote of all Commissioners present:

F I N D I N G S

1. Due and proper notice of the date, time, place and purpose of this meeting has been duly given in accordance with the provisions of the Texas Open Meetings Act, and such meeting has been conducted in accordance with said Open Meetings Act.
2. Port Freeport ("Port" or "Employer") has heretofore adopted a "Flexible Nonstandardized Safe Harbor Profit Sharing Plan Agreement" establishing the "Port Freeport Retirement Plan" (the "Plan") effective January 1, 2000.
3. Employer has heretofore adopted a Group Annuity Contract with the Empower Retirement, Contract No. 743378-02, effective January 1, 2001.
4. Per agreement with Empower Retirement, Employer serves as Plan Administrator of the Plan.
5. Upon recommendation of Management, it is found to be in the best interest of the Port for Employer to make a contribution of 6.0 percent (0.060) of Plan eligible wages to the "Port Freeport Retirement Plan" for the plan year ending December 31, 2024.

Now, therefore, BE IT RESOLVED, that the Port, as Employer, hereby authorizes a contribution a contribution of 6.0 percent (0.060) of Plan eligible wages to the Port Freeport Retirement Plan for the plan year ending December 31, 2024.



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WWW.PORTFREEPORT.COM

MEMORANDUM

TO: Commissioners
Chief Executive Officer

FROM: Rob Lowe

DATE: October 30, 2024

SUBJECT: Policy Updates

This month there are six policies that staff has reviewed and is presenting for further review and discussion of the Personnel Committee. This review is part of an ongoing review of all port policies.

4.1 – Employment Categories– update language for staff assigned to work during inclement weather or other disasters in line with the language used in our hurricane plan.

4.2 – Access to Personnel Files – no changes recommended.

4.3 – Employment Applications – no changes recommended.

6.1 – Retirement Benefits – no changes recommended.

6.2 – Worker’s Compensation – no changes recommended.

6.3 – Improvement of Job Skills – update recommended reimbursement amounts for tuition and textbooks for approved courses.

PORT COMMISSION

RAVI K. SINGHANIA, CHAIRMAN; ROB GIESECKE, VICE CHAIRMAN; BARBARA FRATILA, SECRETARY; KIM KINCANNON, ASST. SECRETARY;
DAN CROFT, COMMISSIONER; RUDY SANTOS, COMMISSIONER; PHYLLIS SAATHOFF, EXECUTIVE DIRECTOR/CEO