

Cleveland County, OK
Cleveland County Office Building

201 South Jones
Norman, OK 73069
Suite 200

9:39:04 AM

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Pamela Howlett,
County Clerk, Cleveland County



Pam Howlett

Employee Benefits Committee
Regular Meeting Agenda

Thursday, March 5, 2026
9:00 AM

Rod Cleveland - Chairman
Douglas Warr - Vice-Chairman
Pam Howlett - Member
Raimie McDaniel - Member
Marilyn Williams - Member
Tammy Richards - Member

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Pam Howlett, County Clerk

Meeting Called to Order

Roll Call

Notice of the meeting was properly posted on March 3, 2026.

Approval of Minutes

1. Discussion and possible action to approve the minutes of the Regular Meeting held on February 5, 2026.

[2026-02-05 Minutes](#)

For purposes of this agenda “Action” means any of the following: amending, approving, approving as amended, deferring, denying, giving instructions to staff, making a recommendation to another public body, receiving documents or presentations, referring to committee, reconsidering, re-opening, returning, striking or postponing the item.

Items of Business

2. Discussion and possible action on a status update from Classen Family Medicine, presented by Emergency Manager George Mauldin.

New Business

Board Member Statements and Announcements

Adjourn



Employee Benefits Committee
Meeting Minutes
Thursday, February 05, 2026
9:00 AM

Meeting Called to Order

Roll Call

Present: Rod Cleveland, Chairman; Lisa Ward, Member, represented Pam Howlett, County Clerk, who was absent at roll call but entered the meeting shortly thereafter; Raimie McDaniel, Member; and Marilyn Williams, Member

Notice of the meeting properly posted on February 3, 2026.

Approval of Minutes

1. Lisa Ward moved, seconded by Raimie McDaniel, to **approve** the minutes of the Regular Meeting of January 8, 2026.
4 – Ayes
Chairman Cleveland; Member Lisa Ward, Member; Raimie McDaniel, Member; Marilyn Williams, Member.

No one signed up for Public Comment

2. During discussion to **recommend** to the Board of County Commissioner Commissioners: Annual 2026 Women in Leadership professional development event subscription by Thrive, consisting of a table for eight attendees, it was noted that women are the majority of the workforce and providing access to women-focused leadership and personal development opportunities is valuable and appropriate. Additional information was shared regarding NACO's online professional leadership courses. These programs are available to county offices and include structured online learning with videos, readings, and weekly group over eight-or twelve-week periods. While there is a cost, enrollment is available to any county office as NACO members, and the programs were highly recommended based on prior experience.
Marilyn Williams moved, seconded by Lisa Ward, to **approve** moving forward with discussed action.
4 – Ayes
Chairman Cleveland; Member Lisa Ward, Member; Raimie McDaniel, Member; Marilyn Williams, Member.

3. Emergency Manager George Mauldin said that while there were no formal updates available on the Classen Family Medicine; he mentioned that massage services are offered on Thursdays. Additionally, physical therapy services are provided, with the entire north wing dedicated to physical therapy, which is a positive development. Overall, things are progressing well on the operational level.

New Business

No **new business** presented for discussion or action at this time

Board Member Statements and Announcements

During **Board members discussions**, Chairman Cleveland provided an update regarding employee benefits. He shared that a recent conversation took place with an insurance broker from Gallagher. The broker works with multiple providers, including Blue Cross Blue Shield and UnitedHealthcare. His background includes experience in benefits consulting, and he is currently working alongside his father, who previously served as an operations officer for Paycom and is now retired.

Based on this discussion, he suggests that the board consider issuing a Request for Proposals (RFP) for an insurance broker, similar to the process used previously with a broker from SummitHub International.

It was noted that one broker previously handled the organization's insurance, including workers' compensation coverage. In addition, two other brokers have been in ongoing communication. Given this, it was expressed that issuing a Request for Proposals (RFP) would be beneficial, allowing multiple brokers to present a comprehensive overview of the services they can provide.

The goal would be for a broker to not only secure competitive health insurance options, but also to educate staff, manage open enrollment, assist with identifying the most suitable coverage, and support retirees. This would include exploring options for extending benefits to retirees and conducting a full review of the organization's overall benefits package.

While an ideal target would be to have improvements in place by July open enrollment period, he acknowledged that a more realistic timeline would involve using the next eight to nine months to thoroughly evaluate options and implement a well-planned approach moving forward.

It was also noted that open enrollment has been completed, and overall feedback has been positive. Staff appear satisfied with the transition and ongoing work with AFLAC, as well as with the HSA and FSA options, with only minor issues reported.

Adjourn

Lisa Ward moved, seconded by Raimie McDaniel, to **adjourn** the meeting at 9:10 a.m.

4 – Ayes

Chairman Cleveland; Member Lisa Ward, Member; Raimie McDaniel, Member; Marilyn Williams, Member.

EMPLOYEE BENEFITS COMMITTEE MEETING OF
CLEVELAND COUNTY, OKLAHOMA

Chair

ATTEST:

Pam Howlett, County Clerk and Secretary to the Board

Minutes Prepared by: _____
Deputy County Clerk