

1 Introduced by Council Member Hazouri:  
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4 **ORDINANCE 2021-378-E**

5 AN ORDINANCE REGARDING CHAPTER 116 (EMPLOYEES  
6 AND EMPLOYEE BENEFITS), *ORDINANCE CODE*; AMENDING  
7 SECTIONS 116.1401 (DEFINITIONS), 116.1402  
8 (SPECIAL COMMITTEE ON GROUP HEALTH BENEFITS),  
9 116.1403 (REQUEST FOR PROPOSAL (RFP) PROCEDURE),  
10 116.1404 (GROUP HEALTH PLAN AWARD) AND 116.1406  
11 (SELF-INSURANCE), PART 14 (GROUP HEALTH PLAN),  
12 CHAPTER 116 (EMPLOYEES AND EMPLOYEE BENEFITS),  
13 *ORDINANCE CODE*, TO MAKE CERTAIN CHANGES TO THE  
14 COMPOSITION OF THE SPECIAL COMMITTEE ON GROUP  
15 HEALTH BENEFITS, REVISE AND CLARIFY THE ROLE OF  
16 THE SPECIAL COMMITTEE ON GROUP HEALTH BENEFITS,  
17 AND MAKE CERTAIN CHANGES TO THE REQUEST FOR  
18 PROPOSAL PROCEDURE FOR THE GROUP HEALTH PLAN;  
19 PROVIDING AN EFFECTIVE DATE.  
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21 **BE IT ORDAINED** by the Council of the City of Jacksonville:

22 **Section 1. Amending Sections 116.1401 (Definitions),**  
23 **116.1402 (Special Committee on Group Health Benefits), 116.1403**  
24 **(Request for Proposal (RFP) procedure), 116.1404 (Group health plan**  
25 **award) and 116.1406 (Self-Insurance), Part 14 (Group Health Plan),**  
26 **Chapter 116 (Employees and Employee Benefits), Ordinance Code.**  
27 Chapter 116 (Employees and Employee Benefits), Part 14 (Group Health  
28 Plan), Sections 116.1401 (Definitions), 116.1402 (Special Committee  
29 on Group Health Benefits), 116.1403 (Request for Proposal (RFP)  
30 procedure), 116.1404 (Group health plan award) and 116.1406 (Self-

1 Insurance) are hereby amended to read as follows:

2 **Chapter 116 - EMPLOYEES AND EMPLOYEE BENEFITS**

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4 **PART 14. - GROUP HEALTH PLAN**

5 **Sec. 116.1401. - Definitions.**

6 Group Health ~~Carrier~~/Vendor shall mean (i) thean insurance  
7 company that provides fully insured group health insurance plans to  
8 the City's employees and retirees or (ii) a plan administrator that  
9 administers group health insurance benefits through a self-insurance  
10 arrangement.

11 Group Health Plan shall mean ~~the description of the~~ various  
12 group health insurance benefits and options offered to City employees  
13 and retirees by a Group Health ~~Carrier~~ Vendor ~~to include lists of~~  
14 ~~health services and health care providers along with applicable rate~~  
15 ~~schedules.~~

16 **Sec. 116.1402. - Special Committee on Group Health Benefits.**

17 Pursuant to Chapter 33, Part 3, Ordinance Code, the Compensation  
18 and Benefits Division of the Employee Services Department is  
19 responsible for ensuring the efficient and effective procurement of  
20 health and life insurance for the benefit of the City and its  
21 employees and retirees. To share information with plan participants  
22 about benefits and options included in the Group Health Plan, the  
23 Compensation and Benefits Division shall meet semiannually ~~There is~~  
24 ~~established the~~ with a Special Committee on Group Health Benefits  
25 which shall be composed of the following:

26 (a) The Director of Employee Services, or his/her designee;

27 (b) The Director of Finance and Administration, or his/her  
28 designee;

29 ~~(a)~~ (c) One Council Member, appointed by the Council President;

30 ~~(b)~~ (d) The Council Auditor, or his designee;

31 ~~(c)~~ Representatives from the following groups, appointed by the

1 Mayor:

2 ~~(1)(e) One member from each employee collective bargaining~~  
3 ~~unit as designated by the respective unions;~~

4 ~~(2)(f) One City retiree actively participating in the Group~~  
5 ~~Health Plan as designated by Employee Services;~~

6 ~~(3) One "exempt" status employee; and~~

7 ~~(4) Two representatives from the Finance and Administration~~  
8 ~~Department (one representative shall be the chair of~~  
9 ~~the committee and one shall be the vice chair of the~~  
10 ~~committee, as designated by the Mayor).~~

11 ~~The Special Committee on Group Health Benefits shall (i) have~~  
12 ~~at least 30 days to review the Request for Proposal for group~~  
13 ~~health benefits and the Special Committee on Group Health~~  
14 ~~Benefits will recommend to the Mayor any changes to the Request~~  
15 ~~for Proposal that would improve the proposal, as provided by~~  
16 ~~Section 116.1403, and (ii) have up to 15 days to review~~  
17 ~~proposals received in response to the Request for Proposal and~~  
18 ~~make recommendations on the proposals that best meet the~~  
19 ~~criteria outlined in the Request for Proposal and the group~~  
20 ~~health needs of the employees and retirees, as provided by~~  
21 ~~Section 116.1404.~~

22 The Special Committee on Group Health Benefits shall convene  
23 only for the purpose of receiving a semiannual update from the  
24 Employee Services Department on the status and projection of  
25 the Group Health Plan. The Special Committee on Group Health  
26 Benefits shall not make any recommendations, provide advice,  
27 vote, nor engage in any decision-making regarding the Group  
28 Health Plan. Individual committee members are permitted to  
29 express their individual input regarding the Group Health Plan  
30 to the Employee Services Department. The Employee Services  
31 Department will keep the committee informed of major

1 developments to the Group Health Plan for informational  
2 purposes only. It is the intent of the City of Jacksonville  
3 that the Special Committee on Group Health Benefits only engage  
4 in informational-gathering activities and duties, and shall not  
5 be considered a board or commission for purposes of Florida's  
6 Open Meetings Law.

7 **Sec. 116.1403. - Request for Proposal (RFP) procedure.**

8 At least one time every five years, beginning with the ~~plan~~  
9 Group Health Plan that will become effective in calendar year 2004,  
10 the ~~Finance and Administration~~Employee Services Department shall  
11 develop an Request for Proposals for a Group Health Vendor and shall:

12 (a) File the draft Request for Proposal with the Council  
13 Secretary and the Special Committee on Group Health Benefits.

14 The Council Secretary shall notify each Council Member of  
15 receipt of the draft Request for Proposals and request  
16 Council Member comments pursuant to this Section 116.1403;

17 (b) ~~The Special Committee on Group Health Benefits and the~~  
18 Council Members shall have up to 3015 calendar days after  
19 receipt of the draft Request for Proposals to submit any  
20 comments on the draft Request for Proposals; and

21 (c) Issue a final Request for Proposals (RFP) to potential group  
22 health insurance carriersGroup Health Vendors for employee  
23 and retiree group health insurance benefits pursuant to  
24 Chapter 116, Part 14, and Chapter 126, Part 3, Ordinance  
25 Code.

26 **Sec. 116.1404. - ~~Group health plan award.~~ Reserved.**

27 ~~Before awarding or contracting with any carrier/vendor for group~~  
28 ~~health benefits, the Finance and Administration Department shall~~  
29 ~~provide a written advisory report to City Council on the vendor~~  
30 ~~response to the Request for Proposal. The written advisory report~~  
31 ~~shall be submitted to each Council Member and shall contain a~~

1 ~~recommendation from the Special Committee on Group Health Benefits~~  
2 ~~of the plan(s) that best meet(s) the criteria outlined in the Request~~  
3 ~~for Proposal. The report shall also include deductible information,~~  
4 ~~rate schedules and an analysis of the cost and benefit differences~~  
5 ~~between the existing group health plan(s) and the recommended plan(s).~~  
6 ~~The Mayor shall consider the report and the recommendations before~~  
7 ~~awarding the contract(s) to any carrier/vendor.~~

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9 **Sec. 116.1406. - Self-Insurance.**

10 Effective January 1 of each year, the City may provide plan  
11 benefits through a self-insurance arrangement rather than through a  
12 fully insured Group Health ~~Carrier/Vendor~~. The following provisions  
13 shall apply to such self-insurance:

14 (a) Procurement of a Plan Administrator. A contract with a plan  
15 administrator must have been competitively procured in the  
16 preceding five years. Before awarding or contracting with  
17 the plan administrator, the ~~Finance~~ and  
18 ~~Administration~~ Employee Services Department shall provide a  
19 written advisory report to City Council on the vendor  
20 responses to the competitive solicitation. The written  
21 advisory report shall be submitted to each Council Member  
22 and shall contain a recommendation ~~from the Special Committee~~  
23 ~~on Group Health Benefits~~ of the response that best serves  
24 the interests of the City. The report shall describe the  
25 basis for the ~~Special Committee's~~ recommendation, including  
26 a comparison of the responding vendors with respect to the  
27 fees to be charged and the provider networks to be offered.  
28 The Mayor shall consider the report ~~and the Special Committee~~  
29 ~~recommendations~~ before awarding the contract to any vendor.

30 (b) Annual Review. By July 1 of each year, ~~the Special Committee~~  
31 ~~on Group Health Benefits~~ Employee Services shall (i) review

1 an actuarial analysis of the cost-benefits of a proposal to  
2 self-insure; (ii) review the terms of any plan administrator  
3 contract; and (iii) make plan recommendations to the Mayor.

4 (c) Annual Notice to City Council. By August 1 of each year, the  
5 City Council shall be advised of any changes in the plan and  
6 the actuarial estimated costs of self-insuring the plan (and  
7 any proposed changes).

8 (d) Funding Requirement. The funding necessary to cover the  
9 City's self-insurance obligations shall be included in the  
10 Mayor's proposed annual budget request and shall include the  
11 amounts necessary to pay for (i) plan administration  
12 services; (ii) stop loss insurance; (iii) estimated expenses  
13 and claims of the self-insurance program; (iv) reserves  
14 required by the State of Florida; and, (v) any other sums  
15 necessary for the operation of the Group Health ~~Fund~~Plan.  
16 Such funding shall be subject to approval by the City Council  
17 and, if approved, shall be deposited in the Group Health  
18 Fund.

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20 **Section 2. Effective Date.** This Ordinance shall become  
21 effective upon signature by the Mayor or upon becoming effective  
22 without the Mayor's signature.  
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25 Form Approved:

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27           /s/ Paige H. Johnston          

28 Office of General Counsel

29 Legislation Prepared By: Julia B. Davis

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