



**SPECIAL CITY COUNCIL MEETING**  
**Wednesday, November 3, 2021 at 6:00 p.m.**

**Powell Community Center**  
**6200 Martway**  
**Mission, KS 66202**

*This meeting will be held in person at the time and date shown above. In consideration of the COVID-19 social distancing recommendations, this meeting will also be available virtually via Zoom (<https://zoom.us/join>). Information will be posted, prior to the meeting, on how to join at <https://www.missionks.org/calendar.aspx>.*

*If you require any accommodations (i.e. qualified interpreter, large print, reader, hearing assistance) in order to attend this meeting, please notify the Administrative Office at 913-676-8350 no later than 24 hours prior to the beginning of the meeting.*

**AGENDA**

1. Employee Benefit Renewals for 2022
2. Adjournment



**NOTICE OF SPECIAL GOVERNING BODY MEETING  
OFFICE OF THE CITY CLERK  
MISSION, KANSAS**

TO: Ronald E. Appletoft, Mayor

You are hereby notified that there will be a special meeting of the Governing Body at 6:00 p.m., Wednesday, November 3, 2021, at the Powell Community Center, for the purpose of discussing the items listed below:

1. Employee Benefit Renewals for 2022

Witness my hand and the seal of said city this 20th day of October 2021.

State of Kansas            )  
Johnson County ss.    )  
City of Mission            )

  
Audrey M. McClanahan, City Clerk



## NOTICE FOR SPECIAL GOVERNING BODY MEETING

TO: Ronald E. Appletoft, Mayor

You are hereby requested, in accordance with K.S.A. 14-111, to call a special meeting of the Governing Body of Mission, Kansas, to be held at the Powell Community Center on Wednesday, November 3, 2021 at 6:00 pm for the purpose of discussing the items listed below:

1. Employee Benefit Renewals for 2022

Dated this 20th day of October 2021

A handwritten signature in blue ink, appearing to read "John", is written above a horizontal line.

Councilmember

A handwritten signature in orange ink, appearing to read "John", is written above a horizontal line.

Councilmember

A handwritten signature in black ink, appearing to read "Kenneth D. Decker", is written above a horizontal line.

Councilmember

<b>City of Mission</b>	Item Number:	1.
<b>ACTION ITEM SUMMARY</b>	Date:	November 3, 2021
<b>Administration</b>	From:	Emily Randel

Action items require a vote to recommend the item to full City Council for further action.

**RE:** Recommendation for 2022 Employee Benefits Program

**RECOMMENDATION:** Authorize the Mayor, or his designee, to execute any and all documents necessary to approve contracts for the City of Mission’s 2022 employee health/welfare benefits program.

**DETAILS:** Each year Staff works with the City’s benefit broker, Lockton Benefit Company, to recommend an employee benefits program that is both supportive of the employees and fiscally sound for the City. The proposed benefit package, except for medical insurance, was presented at the October 6 Finance and Administration Committee meeting. Staff requested additional time to explore medical plan options based on the initial renewal rate quoted by Blue Cross and Blue Shield of Kansas City (BCBSKC) in late September. During a Council Work Session on October 27, staff recommended approval of medical insurance from BCBSKC, maintaining the existing three plans, with revisions to deductibles and out of pocket maximums for each.

Key items of note for 2022 include:

- **Medical Benefit** The City received an initial premium package from Blue Cross Blue Shield for 2022 with a 19.1% increase from current rates. This comes following no increases for the 2020 and 2021 plan years (annual increase of 6.3% if considered over the three year horizon.) The City budgeted for a 5% increase in health and welfare benefits for 2022. Staff and Lockton were able to negotiate a renewal which maintains the three plans with increased deductibles and out of pocket maximums, resulting in a 16% increase from current premium rates. Staff recommends Council approve the medical benefit in an amount not to exceed a 16% increase over 2021 costs.
- The Standard has increased Group Term Life/AD&D benefit by 9%. The rate comes following the increased coverage (doubling of life insurance benefits) implemented as a part of the 2021 employee benefit package.
- The City is terminating employee assistance program services through New Directions Behavioral Health and implementing a plan from LifeWorks.

Related Statute/City Ordinance:	
Line Item Code/Description:	Various personnel line items that make up the 2022 Budget
Available Budget:	\$2,082,250

<b>City of Mission</b>	Item Number:	1.
<b>ACTION ITEM SUMMARY</b>	Date:	November 3, 2021
<b>Administration</b>	From:	Emily Randel

Action items require a vote to recommend the item to full City Council for further action.

The full recommendations for 2022 include:

- Renew with Blue Cross / Blue Shield of Kansas City maintaining the current plan options, Preferred Care Blue, Blue Select and Spira Care with increased deductibles and out of pocket maximums and with premiums increasing at a rate not to exceed 16%.
- Continue with the current health insurance premium structure, 80% of the premium being paid by the City and 20% being paid by the employee.
- Fund a wellness program for City employees with an enhanced benefit from \$300 to \$400 for each employee.\*
- Renew the dental insurance benefit plan with Delta Dental of Kansas with no increase in premium rates and expanded coverage / enhanced benefits.
- Maintain the current dental insurance premium structure of 80% paid by the City and 20% paid by the employees.
- Maintain the vision insurance benefit plan with EyeMed from 2021 with 100% of the premium paid by the City. The plan is on a rate hold through January 1, 2025.
- Continue to provide a Section 125 Flexible Spending Account through BASIC.
- Maintain basic Group-Term Life/AD&D benefits through The Standard paid 100% by the City with a rate increase not to exceed 9%.
- Maintain access to voluntary life insurance benefits through The Standard with all premiums paid 100% by participating employees.
- Maintain access to voluntary supplemental insurance benefits through AFLAC with all premiums paid 100% by participating employees.
- Fund the KPERS and KP&F retirement plans in accordance with state mandated rates.
- Maintain the quarterly contribution of 2% of total earnings in the Principal Plan for non-KP&F employees, with no optional matching benefit.
- Terminate EAP services with New Directions Behavioral Health and contract with LifeWorks for EAP services with a start date of January 1, 2022.

\*Represents a new recommendation for Council consideration.

A memorandum with additional detail on each of the program elements is included in the meeting packet.

Related Statute/City Ordinance:	
Line Item Code/Description:	Various personnel line items that make up the 2022 Budget
Available Budget:	\$2,082,250

<b>City of Mission</b>	Item Number:	1.
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Action items require a vote to recommend the item to full City Council for further action.

**CFAA CONSIDERATIONS/IMPACTS:** The health benefits offered in the City’s benefit package represent services that can facilitate active participation throughout each phase of life. Access to community and health services is one of the six areas of focus for the Communities for All Ages checklist and providing some of that access in the workplace contributes to overall wellness in a fundamental way.

Related Statute/City Ordinance:	
Line Item Code/Description:	Various personnel line items that make up the 2022 Budget
Available Budget:	\$2,082,250



**Date:** November 3, 2021  
**To:** Mission City Council  
**From:** Emily Randel, Assistant City Administrator  
**RE:** 2022 Employee Benefits Program

Each year, staff seeks the most effective balance of robust benefits for our employees that still allows the City to maintain a fiscally responsible position. The City's benefit broker, Lockton Benefit Company (LBC), assists to evaluate, negotiate and recommend an employee benefits package. The recommendations for fiscal year 2022 are summarized in this memorandum.

**Medical Benefit**

The City initially received a proposed premium package from Blue Cross Blue Shield of Kansas City for 2022 with a 19.1% increase over current rates. Staff and Lockton negotiated that down to a 16% increase over current rates with increased deductibles and out of pocket maximums as shown in the tables below. The proposal maintains the three existing plans, Blue Select, Preferred Care Blue and Spira Care and staff recommends the same 80% / 20% cost share between employers and employees.

**Table: Change to Employer and Employee Contributions For All Plans**

	PCB Current	PCB Renewal	ER Cont (80%)	EE Cont (20%)	Diff./Mo.	Diff./P.P.
EE	\$739.62	\$841.96	\$673.57	\$168.39	\$20.47	\$10.23
EE + SP	\$1,553.21	\$1,768.13	\$1,414.50	\$353.63	\$42.98	\$21.49
EE + CH	\$1,331.32	\$1,515.54	\$1,212.43	\$303.11	\$36.84	\$18.42
FAM	\$2,218.87	\$2,525.90	\$2,020.72	\$505.18	\$61.41	\$30.70
	BSP Current	BSP Renewal	ER Cont (80%)	EE Cont (20%)	Diff./Mo.	Diff./P.P.
EE	\$600.95	\$733.82	\$587.06	\$146.76	\$26.57	\$13.29
EE + SP	\$1,261.98	\$1,541.02	\$1,232.82	\$308.20	\$55.81	\$27.90
EE + CH	\$1,081.70	\$1,320.87	\$1,056.70	\$264.17	\$47.83	\$23.92
FAM	\$1,802.84	\$2,201.45	\$1,761.16	\$440.29	\$79.72	\$39.86
	SPC Current	SPC Renewal	ER Cont (80%)	EE Cont (20%)	Diff./Mo.	Diff./P.P.
EE	\$600.62	\$702.43	\$561.94	\$140.49	\$20.36	\$10.18
EE + SP	\$1,261.29	\$1,475.09	\$1,180.07	\$295.02	\$42.76	\$21.38
EE + CH	\$1,081.11	\$1,264.37	\$1,011.50	\$252.87	\$36.65	\$18.33
FAM	\$1,801.85	\$2,107.28	\$1,685.82	\$421.46	\$61.09	\$30.54

**Table: Increases to Deductibles and Out of Pocket Maximums Across Plans**

	PCB Current	PCB Proposed
Deductible	\$1,000/\$3,000	\$2,000/\$4,000
Out of Pocket Maximum	\$4,000/\$8,000	\$5,500/\$11,000
	BS Current	BS Proposed
Deductible	\$2,000/\$4,000	\$2,500/\$5,000
Out of Pocket Maximum	\$4,000/\$8,000	\$5,000/\$10,000
	BS + Spira Current	BS + Spira Proposed
Deductible	\$1,500/\$3,000	\$2,000/\$4,000
Out of Pocket Maximum	\$1,500/\$3,000	\$2,000/\$4,000

Following the October 27 work session and questions posed by Councilmembers, Staff reviewed historic increases in medical plans since 2010. In each year, any increases in plan costs were shared proportionately between employees and the City. In an effort to consider some of the concerns expressed during the work session, Staff is proposing an enhanced wellness benefit and will work with employees to increase education around the savings opportunity in the 125 Flexible Spending Account. Both of these are detailed below.

***Recommendation: Continue health insurance coverage for with Blue Cross / Blue Shield of Kansas City maintaining the existing three plan types with increases to deductibles and out of pocket maximums, and with an 16% increase in premiums for 2022. It is also recommended the City continue with the 80% / 20% cost share between the City and employee. The estimated impact to the City's 2022 budget for the recommended medical benefits is \$865,719.***

### **Dental Benefit**

The City offers its employees dental coverage through Delta Dental of Kansas. Delta Dental has a wide network of dental care providers across the Kansas City region, on both sides of the state line, and are generally considered to be the leader in dental insurance.

The City's dental insurance plan provides an annual deductible of \$50 for an individual and \$150 for a family with an annual maximum of \$1,500, regardless of whether care is in or out of network. The plan also provides for 100% of preventive services and 80% of basic services within network. The program includes unlimited cleanings and the Right Start4Kids program which covers all services except orthodontics at 100% for dependents under the age of 13.

As with the medical benefit, the City currently pays 80% of the premium rates and the employee pays 20%. Delta Dental is proposing no increase in premiums for 2022. The following table represents the employer and employee contributions for the benefit.

**Table 2. 2022 Dental Premium Structure 80% / 20%**

	Total Monthly Premium	Employer Contribution	Employee Contribution	Per Payroll Premium	2020/2022 Per Payroll Difference
Employee Only (22 employees participating)	\$ 31.20	\$ 24.96	\$ 6.24	\$ 3.12	\$ 0.00
Employee + Family (37 employees participating)	\$ 91.25	\$ 73.00	\$ 18.25	\$ 9.13	\$ 0.00

***Recommendation: Renew the dental insurance benefit plan with Delta Dental of Kansas effective January 1, 2022 with no increase in premium rates; and maintain the current premium structure of 80% City and 20% employees. Estimated impact to the City's 2022 budget for the recommended dental benefits is \$39,001.***

#### **Vision Benefit**

The City provides vision insurance to its employees through EyeMed. Vision benefit premiums are paid 100% by the City. EyeMed issued a 4-year rate hold in 2020 in consideration of COVID-19 and deferral of care in 2020. Current rates will hold through January 1, 2025.

***Recommendation: Renew vision benefits with EyeMed, effective January 1, 2022 with no increase in premiums. Maintain 100% of the premium paid by the City with an estimated impact to the City's 2022 budget of \$7,864.***

#### **Wellness Benefit**

The employee wellness program encourages employees to earn points throughout the year by engaging in wellness activities such as doctor and dental visits, COVID-19 and flu shots, membership in a workout facility, or attending wellness seminars at work. A secondary benefit to the program, apart from improved health outcomes, is the program encourages employee engagement and participation. The wellness activities offered throughout the year help to build relationships between employees across departments. Employees who earn the minimum number of points earn a cash incentive at the end of the year.

Based on Council feedback during the October 27 work session, staff is recommending to revised the wellness benefit for 2022 with an increase from \$300 to \$400. This, plus the proposed medical plan premium increases may encourage more participation. Thirty employees have participated in at least one of the tracked activities to date in 2021 and it is expected that a number slightly lower than that will complete the entire program in 2021.

The increased incentive equals a considerable portion of the increases employees will see in medical premiums and in many cases will exceed the increases.

***Recommendation: Increase the wellness benefit in 2022 at \$400 for each participant that completes the annual wellness program, and fund biometric screenings and miscellaneous expenses for a budgeted wellness and employee engagement program in the amount of \$10,000.***

#### **125 Flexible Spending Account Benefit**

The City offers a Flexible Spending Account (FSA) program (unreimbursed medical and dependent care expenses) through BASIC. The plan allows employees to set aside pre-tax dollars for qualified expenses eligible for reimbursement throughout the plan year.

There are currently 26 employees participating in the FSA with annual contributions totaling approximately \$50,013. Annual plan administration fees are approximately \$1,655. Participation in the plan saves both the employees and the City approximately \$3,826 in FICA taxes on health insurance.

Staff will work with employees to increase education around the Flexible Spending Account Benefit especially in the context of increased medical premiums, to highlighting the financial savings that may be possible as a result of participating.

***Recommendation: Continue to provide a Section 125 Flexible Spending Account through Basic with an estimated impact on the 2022 budget of \$1,655.***

#### **Basic Life / AD&D Insurance Benefit**

The City provides a basic group-term life/AD&D policy through The Standard for all benefit eligible employees, paid 100% by the City. In 2019, the City doubled the coverage for 2020 to \$50,000 for department directors, and \$40,000 for all other employees (unless reduced as a result of age). There is a 9% increase (\$324 annually) for basic life coverage in 2022. This is the first increase since the City elected to increase coverage amounts for 2021. The coverage, paid 100% by the City, is estimated to \$4,895.

***Recommendation: Provide basic Group-Term Life/AD&D benefits through The Standard for 2022 with an estimated impact to the City's 2022 budget of \$4,895.***

#### **Voluntary Life Insurance Benefit**

The City offers employees the option to purchase additional life insurance through The Standard. The plan allows employees to purchase insurance in increments of \$10,000 up to a max of five times their annual salary. The pricing is age rated and employees may purchase coverage for a spouse and dependents as well. The premiums are paid 100% by the employee. The voluntary life insurance benefit will renew at no rate increase. Premium may increase only if an employee crosses an age-band or they make specific application for an increase in coverage amounts.

***Recommendation: Maintain access to voluntary life insurance benefits through The Standard with all premiums paid 100% by participating employees. No impact to the 2022 budget.***

### **Voluntary Supplemental Insurance Benefit**

Employees are provided the option to participate in a supplemental insurance benefit through AFLAC. Though AFLAC provides primarily short-term disability insurance, they also offer several other insurance options that employees can select to participate in given their needs. This benefit is paid 100% by the employees that choose to participate.

***Recommendation: Maintain access to voluntary supplemental insurance benefits through AFLAC with all premiums paid 100% by participating employees. No impact to the 2022 budget.***

### **Retirement Plan Benefit**

The City participates in the Kansas Public Employee Retirement System and the Kansas Police and Firefighters retirement system (KPERS/KP&F) for all eligible employees. Contributions to these two systems are mandatory for both the City, as the employer, and the employees. Contribution rates are dictated annually by the plan and are as follows for 2022:

KPERS:	Employer	8.90% of Covered Payroll (Increase of .03% from last year)
	Employee	6.00% of earnings
KP&F:	Employer	22.99% of Covered Payroll (Increase of 0.19% from last year)
	Employee	7.15% of earnings

The estimated employer (the City's) contribution to KPERS/KP&F is approximately \$755,550 for 2022.

***Recommendation: Fund the KPERS and KP&F retirement plans in accordance with state mandated rates for an estimated cost of \$755,550 for 2022.***

### **Supplemental Retirement Benefit**

Since 1980, the City has provided a supplemental retirement program for all non-public safety employees working more than 1,000 hours per year. This plan, through Principal, was put in place based on a desire by the City to help equalize the gap in the employer funded contributions between KPERS and KP&F. It has no impact on the KPERS benefits available to employees upon their retirement.

***Recommendation: Maintain the contribution of 2% of total earnings in the Principal plan for non-KP&F employees, with no optional matching benefit. The estimated cost for 2022 is \$54,600.***

### **Employee Assistance Program**

Since 2016, the City has partnered with New Directions Behavioral Health (NDBH) to provide Employee Assistance Program services. The 2021-2022 contract renewal had a significant increase with equal services or a moderate increase with a decrease in services. For this reason, staff requested that Lockton go to market for an alternative. Staff reviewed presentations and demonstrations from the two most responsive firms, CuraLinc and Lifeworks. CuraLinc's pricing was competitive, however their product offerings were very similar to NDBH. LifeWorks uses a flexible session model for their pricing, which made it the most sensible pricing option. In addition, both the online web presence and mobile app. technology feel much more modern and the company will be integrating a dashboard with Microsoft Teams in 2022.

***Recommendation: Terminate existing contract with New Directions Behavioral Health and contract for EAP services with LifeWorks with the plan year starting January 1, 2022. The estimated cost for 2022 \$2,002.***

### **Summary and Recommendation for Employee Benefits**

The following is the recommended 2022 Employee Benefit Package.

- Renew with Blue Cross / Blue Shield of Kansas City either with current plan options, Preferred Care Blue, Blue Select and Spira Care with increased deductibles and out of pocket maximums and with premiums to increase at a rate not to exceed 16%.
- Continue with the current health insurance premium structure, 80% of the premium being paid by the City and 20% being paid by the employee.
- Fund a wellness program for City employees with an enhanced benefit from \$300 to \$400 for each employee that completes the program.
- Renew the dental insurance benefit plan with Delta Dental of Kansas with no increase in premium rates and expanded coverage / enhanced benefits.
- Maintain the current dental insurance premium structure of 80% paid by the City and 20% paid by the employees.
- Maintain the vision insurance benefit plan with EyeMed from 2021 with 100% of the premium paid by the City. The plan is on a rate hold through January 1, 2025.
- Continue to provide a Section 125 Flexible Spending Account through BASIC.
- Maintain basic Group-Term Life/AD&D benefits through The Standard paid 100% by the City.
- Maintain access to voluntary life insurance benefits through The Standard with all premiums paid 100% by participating employees.
- Maintain access to voluntary supplemental insurance benefits through AFLAC with all premiums paid 100% by participating employees.
- Fund the KPERS and KP&F retirement plans in accordance with state mandated rates.
- Maintain the quarterly contribution of 2% of total earnings in the Principal Plan for non-KP&F employees, with no optional matching benefit.
- Terminate EAP services with New Directions Behavioral Health and contract with LifeWorks for EAP services with a start date of January 1, 2022.

The estimated net cost to the City for the 2022 employee benefits program is estimated at \$1,741,286 based on current enrollment and eligibility. Total estimated salary costs in the 2022 Budget are \$5,687,600, making benefits 31% of total personnel costs.

# Mission Wellness

## Staying Healthy, Active, and Balanced

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### 2021 City Wellness Program

The City's wellness philosophy includes a holistic view of your overall wellbeing. We work to maintain, along with the support of the Governing Body, a fair compensation system, a strong employee benefits program, and opportunities for beneficial training and development. The City's annual wellness program is another important pillar in this overall support structure.

The City's wellness program supports not only your physical health, but your mental health and your role in your community, both here at work and beyond.

As in past years, the 2021 program focuses on three core areas: Staying Health, Staying Active, and Staying Balanced.

**Staying Healthy** – Good health begins with understanding your own health and taking action to prevent potential health issues. Learning about your health can be done through attending a biometric screening, annual exams with your health care providers or attending a lunch-and-learn on a particular health related topic.

**Staying Active** – Good health continues with maintaining an active lifestyle. Measure your activity by tracking your fitness activities, take a fitness class or participate in a city sponsored activity or challenge. Developing a healthy lifestyle through activity goes a long way to your overall healthy wellbeing.

**Staying Balanced** – Good health also comes with good emotional balance. The stresses that may occur with work, home, or other areas of your life can be just as debilitating as a chronic health issue. Learning to better manage your personal finances, attending a lunch-and-learn on handling stress, or taking an opportunity to give to your community are all great ways to develop a good balance in your life, and a healthier you.

We have designed this program to be flexible with your interests, desires, and schedule. There will be a variety of wellness related activities that the City will put on throughout the year. In addition, you are encouraged to participate in wellness related activities outside of the work place.

With each of these activities you can earn points towards a onetime health incentive payment of \$300 at the end of the year. There are a total of 900 possible points. You need to earn 600 or more by the first of November to receive the incentive payment. As with past year's program, you keep track of your points, and any documentation, and turn it in November. We have developed a tracking sheet to help you.

Our ultimate goal with this program is to have fun while developing a healthier you!

# Mission Wellness

## Staying Healthy, Active, and Balanced



Employee Name: \_\_\_\_\_

Program Dates: 11/02/2020 to 11/1/2021

Criteria for Wellness Incentive:  
 Must complete a total of 600 points to receive \$300  
 Provide Documentation When Feasible

Activity	Assigned Points	List Points Below
<b>Staying Healthy</b>		
• “Know Your Numbers” – Participate in the City’s Onsite Biometric Screening - TBD	200 points	
• Annual Preventive Medical Exam Visit – Schedule an annual preventive medical exam with your doctor	100 Points	
• Other Annual Preventive Exams – Schedule a dental, vision, diagnostic exam (max. 3 exams or 75 points)	25 points	
• Flu Shot – Get your flu shot - Fall 2021	50 points	
• Health related <i>Lunch &amp; Learn/webinar</i> – City sponsored on a related topic: TBD	25 points	
• Health related <i>Lunch &amp; Learn/webinar</i> – City sponsored on a related topic: TBD	25 points	
<b>Staying Active</b>		
• Kick Off Challenge - Track your activity and get Super Bowl ready Jan 25-Feb 5	50 points	
• Movement Challenge: 30 minutes of activity 3 times/week for 4 weeks (maximum of 100 points)	25 points	
• Take a Fitness Class – Take a fitness related class such as spin cycling or yoga (1 each / maximum of 4 classes or 100 points)	25 points	
• Participate in a City Challenge, Class or Campaign (Class, walk/run challenge, or other) TBD	25 points	
• Participate in a City Challenge, Class or Campaign (Class, walk/run challenge, or other) TBD	25 points	
<b>Staying Balanced</b>		
<i>Lunch and Learn – Participate in a City Sponsored lunch-and-learn on a related topic:</i>		
• <i>Donate Blood – Feb 26<sup>th</sup> at Powell CC with Community Blood Center</i> 25 pts	25 points	
• Financial Wellness TBD	25 points	
• City sponsored webinar on related topic: 25 pts	25 points	
• Donate Blood – Date TBD 25 pts	25 points	
• Volunteer In Your Community – Volunteer at community event through your church, social organization, or other means (Maximum of 2 events/50 points)	25 points	
<b>Total</b>	900 possible	