



EMPLOYEE BENEFITS AND AUDIT REVIEW COMMITTEE DRAFT MINUTES

CITY OF DULUTH

MAIN ST CONFERENCE ROOM
3167 MAIN ST
DULUTH, GA 30096

MARCH 28, 2024 AT 12:00PM

COMMITTEE MEMBERS:

*Michael Park-Chair
Helen Boyce
Greg Johnson
Margaret Middleton
Carla Montgomery*

*Susan Porteous
Jamin Harkness, Council
Marline Thomas, Vice Chair/Council
Jocelyn McGiboney-Staff
Ken Sakmar-Staff*

Members Present: Park, Johnson, Middleton, Montgomery, Porteous, Harkness, Thomas

Members Absent: Boyce

Staff Present: Riker, Lynn, Sakmar, McGiboney, McGregor, Ruedt, Marks

I. CALL TO ORDER – CHAIR MICHAEL PARK

Chair called meeting to order at 12:00pm.

II. WELCOME OF NEW COMMITTEE MEMBERS

Chair welcomed new members to the committee.

III. APPROVAL OF MINUTES – MARCH 24, 2022

A motion was made by member Harkness, seconded by Thomas to approve the March 24, 2022 minutes as presented.

Voting for: Park, Johnson, Middleton, Montgomery, Porteous, Harkness, & Thomas

Motion carried.

IV. NEW BUSINESS

1. 2023 ANNUAL FINANCIAL REPORT {A}

City Auditor Josh Carroll with Mauldin and Jenkins presented the City's annual audit to the committee. The audit report included the City as a whole, the Downtown Development Authority, and the Urban Redevelopment Agency. Mr. Carroll also discussed upcoming GASB pronouncements that could have an impact on the City's financial statements.

A motion was made by member Thomas, seconded by Porteous to authorize the acceptance of the 2023 Annual Financial Report as presented by Mauldin & Jenkins and for the Chair to report the recommendation of the committee to Mayor and Council at the April 8, 2024 meeting.

Voting for: Park, Johnson, Middleton, Montgomery, Porteous, Harkness, & Thomas

Motion carried.

2. EMPLOYEE HEALTH INSURANCE {B}

The City's insurance broker Ashley Gilder with MSI Benefits Group presented the annual renewal process of the health, dental, disability, life insurance, and vision plans. Members asked various questions regarding the impact of a possible change in providers.

A motion was made by member Porteous, seconded by Montgomery to authorize the Chair to report the employee health insurance recommendation of the committee to Mayor & Council at the April 8, 2024 meeting as presented.

Voting for: Park, Johnson, Middleton, Montgomery, Porteous, Harkness, & Thomas

Motion carried.

3. ELECTION OF CHAIR AND VICE CHAIR

A motion was made by member Porteous, seconded by Harkness to appoint Park as the Chair and Montgomery as the Vice Chair of the Employee Benefits and Audit Review Committee for 2025/2026.

Voting for: Park, Johnson, Middleton, Montgomery, Porteous, Harkness, & Thomas

Motion carried.

V. MATTERS FROM STAFF

A. SALARY SURVEY – UPDATE

Mr. Riker provided an update on the status of the study.

B. EMPLOYEE SURVEY - UPDATE

Mr. Riker presented the results of the 2023 employee survey. Members discussed the challenges in the government and private sectors.

VI. ADJOURN

A motion was made by member Middleton, seconded by Thomas to adjourn at 1:10pm.

Voting for: Park, Johnson, Middleton, Montgomery, Porteous, Harkness, & Thomas

Motion carried.

DRAFT