

**OFFICE OF THE MAYOR  
CITY OF TULSA, OKLAHOMA**

**Executive Order No. 2014- 03**

WHEREAS, the City created a Post Employment Health Plan for City of Tulsa employees pursuant to the terms of Executive Order 2005-01, which established a Post Employment Health Plan Advisory Committee; and

WHEREAS, the City desires to revise the frequency of meetings and Committee membership requirements; and

WHEREAS, this Executive Order supersedes Executive Order 2005-01.

By virtue of the power vested in me as Mayor of the City of Tulsa, it is hereby ordered that:

**Section 1. PURPOSE.** A Post Employment Health Plan Advisory Committee is established to be responsible for policies and regulations for the administration of the City's Post Employment Health Plan.

The Advisory Committee will ensure that the Post Employment Health Plan is administered in accordance with applicable state and federal statutes and regulations. The Advisory Committee will approve expenditures and act as an appeal board for participants who have plan complaints, and may recommend to the Mayor employment of advisors.

The Advisory Committee will be responsible for the policies and rules for the general administration of the Post Employment Health Plan program.

The Advisory Committee will make recommendations to the Mayor based on majority vote of a quorum of the membership of the Advisory Committee. A quorum shall be five (5) members of the Advisory Committee.

The Mayor may accept, reject or modify the recommendation(s) submitted by the Advisory Committee.

**Section 2. ADVISORY COMMITTEE.** The Human Resources Director or designee from the Human Resources Department will serve as Chairman of the Advisory Committee. Other members will be:

- One member who is Director of Finance
- One member from AFSCME, Local 1180
- One member from the Firefighters, Local 176
- One member from the Fraternal Order of Police, Lodge 93
- One member who is a City of Tulsa management employee with knowledge and experience in financial matters
- One member selected at large to be appointed by and serve at the pleasure of the Mayor

- One member, to be appointed by and serve at the pleasure of the Mayor, who is a non-management employee of the City, not a member of a collective bargaining unit.

**Section 3. MEMBERS SELECTED BY THE MAYOR.** The Mayor will select two (2) members to serve on the Advisory Committee. One of the members so selected shall serve at the pleasure of the Mayor and shall be familiar with financial investments. One of the members so selected will be a non-management employee of the City who is not a member of a collective bargaining unit.

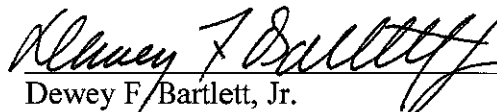
**Section 4. STAFF SUPPORT FOR THE ADVISORY COMMITTEE.**

- Recording Secretary
- Employee Benefits Manager
- Consultants, as needed
- Legal Representative
- Finance/Budget Representative


**Section 5. MEETINGS.** The Advisory Committee will meet at least annually. However, special meetings may be called at the discretion of the Chairman.

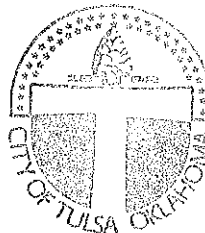
**Section 6. ADMINISTRATION OF THE PLAN.** The daily administrative activities of the Post Employment Health Plan shall be performed by the staff of the Human Resources Department.

DATED this 9<sup>th</sup> day of July, 2014.

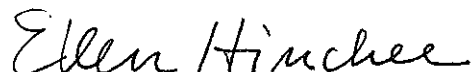
  
Dewey F. Bartlett, Jr.  
Mayor of Tulsa

ATTEST:

  
\_\_\_\_\_  
Deputy City Clerk



APPROVED AS TO FORM:

  
\_\_\_\_\_  
Assistant City Attorney