

RESOLUTION OF THE STATE EMPLOYEE BENEFITS COMMITTEE  
TO ESTABLISH  
FINANCIAL AND HEALTH POLICY & PLANNING SUBCOMMITTEES  
September 24, 2018

WHEREAS, the State Employee Benefits Committee (“SEBC”) is established by 29 *Del. C. Ch.* 96, and

WHEREAS, pursuant to the 29 *Del. C. §* 9602(b), the SEBC controls and manages all state employee benefit coverages; and

WHEREAS, the SEBC, at its September 24, 2018 meeting, has approved the creation of a (i) Financial Subcommittee to advise the SEBC on financial matters; and (ii) Health Policy & Planning Subcommittee to advise the SEBC on health policy and planning matters; and

NOW, THEREFORE, the SEBC, acting through its undersigned Chairperson resolves as follows:

1. Financial Subcommittee

- a. There is created a Financial Subcommittee of the SEBC that shall study and make recommendations to the SEBC concerning financial aspects of the state employee benefit coverages that are controlled and managed by the SEBC.
- b. The Financial Subcommittee shall meet two times per fiscal quarter with the first meeting of each fiscal quarter being for the purpose of data review for the preceding fiscal quarter and the second meeting at the end of each fiscal quarter being for the purpose of follow ups for the next fiscal quarter, provided that the chairperson of the subcommittee may cancel meetings or schedule additional meetings as appropriate for the subcommittee to carry out its business.
- c. The Financial Subcommittee shall conduct such inquiries into financial matters as the SEBC may request from time to time.
- d. The chair of the Financial Subcommittee shall be appointed by the Co-Chairs of the SEBC from among the members of the Financial Subcommittee and shall serve as chair until such time as the Co-Chairs of the SEBC appoint a successor chair.
- e. The members of the Financial Subcommittee shall be appointed by the Co-Chairs of the SEBC from the persons nominated by the SEBC members and shall be equal in number to the members of the SEBC.
- f. Each member of the SEBC may nominate in writing one person employed by the SEBC member’s organization for appointment as a member of the Financial Subcommittee; provided that the SEBC member appointed by the Governor as the representative of labor pursuant to the third sentence of 29 *Del. C. §* 9602 (a) may nominate an employee of any of the four labor organizations listed in that sentence.
- g. Members of the Financial Subcommittee are expected to attend meetings and shall not have the ability to send a designee to attend a meeting on behalf of the member; provided that a member of the SEBC always may attend a meeting of the subcommittee.

2. Health Policy & Planning Subcommittee

- a. There is created a Health Policy & Planning Subcommittee of the SEBC that shall study and make recommendations to the SEBC concerning health policy and planning for the state employee benefit coverages that are controlled and managed by the SEBC.
- b. The Health Policy & Planning Subcommittee shall meet two times per fiscal quarter, provided that the chairperson of the subcommittee may cancel meetings or schedule additional meetings as appropriate for the subcommittee to carry out its business.
- c. The Health Policy & Planning Subcommittee shall conduct such inquiries into health policy and planning matters as the SEBC may request from time to time.
- d. The chair of the Health Policy & Planning Subcommittee shall be appointed by the Co-Chairs of the SEBC from among the members of the Health Policy & Planning Subcommittee and shall serve as chair until such time as the Co-Chairs of the SEBC appoint a successor chair.
- e. The members of the Health Policy & Planning Subcommittee shall be appointed by the Co-Chairs of the SEBC from the persons nominated by the SEBC members and shall be equal in number to the members of the SEBC.
- f. Each member of the SEBC may nominate in writing one person employed by the SEBC member's organization for appointment as a member of the Health Policy & Planning Subcommittee; provided that the SEBC member appointed by the Governor as the representative of labor pursuant to the third sentence of 29 Del. C. § 9602 (a) may nominate an employee of any of the four labor organizations listed in that sentence.
- g. Members of the Health Policy & Planning Subcommittee are expected to attend meetings and shall not have the ability to send a designee to attend a meeting on behalf of the member; provided that a member of the SEBC always may attend a meeting of the subcommittee.

3. The Financial Subcommittee and Health Policy & Planning Subcommittee shall initially be advisory committees. The SEBC, subject to applicable law, may by resolution delegate specific authority to its subcommittees.

STATE EMPLOYEE BENEFITS COMMITTEE



Director, Office of Management and Budget,  
Co-Chair, SEBC



Secretary, Department of Human Resources,  
Co-Chair, SEBC