



**CHAMPAIGN COUNTY
LABOR/MANAGEMENT HEALTH INSURANCE –
RFQ SUBCOMMITTEE AGENDA**

MINUTES – Approved as Distributed on February 5, 2026

DATE: Thursday, January 15, 2025
TIME: 3:00 p.m.
PLACE: Jennifer Putman Meeting Room
Bennett Administrative Center
102 E. Main St., Urbana, IL 61801

Committee Members:

Present	Absent
Andrew Bequette	
Rosemary Ferrara	
Michelle Jett	
Wade Lorenz	
DeShonna Matthew	
Micah McMahon	
Jarod Tinsley	
Travis Wilson	
Janae Wischart	

County Staff: Briana Farrar (recording secretary)
Suzanne Brock (HR Manager)

AGENDA

I. Call to Order

Co-Chair Matthew called the meeting to order at 3:02 p.m.

II. Roll Call

Roll call was taken, and a quorum was declared present.
Ms. Ferrara entered at 3:06 p.m.

III. Approval of Minutes – October 7, 2025

MOTION by Ms. Jett to approve the minutes from October 7, 2025, seconded by Mr. Wilson. Upon vote, **MOTION CARRIED** unanimously.

IV. Discussion and Creation of Rating Criteria

Co-Chair Matthew provided handouts that had previously been used by previous committees to review and select questions they deemed relevant.

V. Review and Discussion of Proposal Submissions

Ms. Jett indicated that there were less proposals than anticipated and asked if any members had any objection to interviewing all four submissions. No objections raised. Mr. Bequette noted that no entity provided fee proposals and stated that it will be required during the presentations. Ms. Jett noted she felt that information was withheld by the entities to get in front of the committee.

VI. Assignment of Reference Checking and Scheduling Presentations

The committee discussed which questions will be asked of the references provided. Ms. Jett asked for volunteers to check the references provided in the proposals. Mr. Wilson will be checking HUB International, Ms. Jett will be checking Gallagher, Mr. Tinsley will be checking USI, and Mr. McMahon will be checking Dansig. Ms. Jett said she would schedule the presentations.

Presentations will be scheduled for January 22, 2026, at 2:00 p.m. and 3:00 p.m. as well as January 29, 2026 at 2:00 p.m., 3:00 p.m.

VII. Nomination and approval for the open AFSCME position

Ms. Jett nominated Rosemary Ferrara, seconded by Mr. McMahon. Upon vote, **MOTION CARRIED** unanimously.

VIII. Next Meeting – February 5, 2026 at 3:00 p.m.

Co-Chair Matthew stated the next meeting is February 5, 2026, at 3:00 p.m.

IX. Adjournment

Co-Chair Matthew adjourned the meeting at 3:27 p.m.