

**State Employee Advisory Commission and  
Public-School Advisory Commission Minutes**

**November 4, 2025**

The Arkansas State Employee Advisory Commission and Public-School Employee Advisory Commission met on Tuesday, November 4, 2025, at 10:00 a.m. The meeting was recorded and is available upon request through the Department of Shared Administrative Services. The following members were present:

**ASE Commission Members Present:**

**Ronda Walthall  
Cynthia Dunlap  
Bruce Maloch  
Marty Casteel  
Shane David**

**PSE Commission Members Present:**

**Greg Rogers  
Kurt Knickrehm  
Zinnia Clanton  
Debbie Jones**

Others present were Grant Wallace, Director of Employee Benefits Division, and Fran Jansen, Deputy Director of Employee Benefits Division. Also present were staff from the Employee Benefits Division, EBRx, Milliman, Colonial Life, and Navitus Health Solutions.

Chairwoman Dunlap, seeing a quorum, called the meeting to order. Chairwoman Dunlap asked for a motion to accept the minutes of the previous meetings held on August 5, 2025, and September 9, 2025. A motion to approve the minutes was made by Marty Casteel and was seconded by Shane Davis. All members were in favor.

Chairwoman Dunlap then recognized Jay Eickman of Navitus Health Solutions to present the September, October and November Formulary recommendations. A motion was made by Ronda Walthall to approve the pharmacy benefit formulary recommendations, which was seconded by Kurt Knickrehm. All members were in favor.

Chairwoman Dunlap then recognized H. C. (Trey) Gardner of EBRx to present the November Medical Formulary recommendations. A motion was made by Shane David to approve the medical benefit formulary recommendation, which was seconded by Marty Casteel. All members were in favor.

Chairwoman Dunlap recognized Grant Wallace, Director of the Employee Benefits Division, to present the review of the proposed RFP Contract for Consultant Actuarial Services. Director Wallace reported that one contract was being brought before the Commission with the anticipated award to Public Consulting Group, LLC. He explained that the proposed contract includes an initial two-year term, with the option for up to five additional one-year renewals, for a total potential contract period of seven years. The value of the initial two-year term is approximately \$1.39 million, with a total projected cost of about \$4.86 million over the full seven-year period.

Director Wallace further explained that, in addition to actuarial services previously performed by the incumbent, the new contract expands the scope of work to include consulting services. Additionally, the contract encompasses responsibilities required to comply with recently enacted legislation requiring the validation of vendor-produced data. A motion was made by Marty Casteel to approve the RFP Contract for Consultant Actuarial Services, which was seconded by Shane David. All members were in favor.

Seeing no other business to come before the Commissions, Chairwoman Dunlap stated a motion to adjourn would be entertained. A motion was made by Marty Casteel, which was seconded by Shane David. All members were in favor.