APPROVED

# Regular Meeting Minutes
# February 21, 2017 @ 9:00am
# City Hall 2nd Floor Conference Room

Rusty Whisenhunt called the meeting to order at 9:05am

## I. Roll Call

**Members Present:** Rusty Whisenhunt, Albert Ozuna, Bruce Kizarr, Bob Bigham, Richard Rogalski

**Others Present:** Tiffani Burk (HR Generalist), Chase Massie (HR Director), Hanna Carter (Finance), April Bortmess (BCBS), Chris Engelman (BCBS), Kerri Cooke (BCBS), Kelley Harmon (NFP), Rachel Kanady (NFP)

**Member Absent:** John Schwenk, James Churchwell

## II. Minutes (1/17/17)

**Motion to approve minutes by Bob Bigham with second by Albert Ozuna** Ayes: Ozuna, Kizarr, Bigham, Rogalski Nays: NONE **Motion carried**

## III, Review Reports

## A) Financial Reports

| Supplemental Bank Reconciliation | |
|---|---|
| Bank balance as of 1/3/17 | $628,175.52 |
| Outstanding Deposits | $401,413.90 |
| Cleared Checks as of 2/16/17 | $568,612.01 |
| Outstanding Claims (Self-Funded) | $1,187,216.74 |
| Outstanding Claims (Pass Through) | $41,198.91 |
| Outstanding Claims Total…………………… | ...$1,228,415.65 |
| Deposit(s) in Transit | $398,811.34 |
| Adjusted Balance as of 12/15/16 | **$(368,626.90)*** |

*This balance does not reflect the actual amount of available funds in this account. It is only informational in nature and only for the use of the health committee. This is a compilation of all known outstanding debts and revenues for this account to date.

Whisenhunt asked was the ($55,000) fifty-five thousand dollars paid to Affordable Healthcare for the reinsurance fee. Massie answered yes. Whisenhunt said we had a drop a lot larger than expected but overall still have a trend going down. Rogalski said we need to wait a couple more months to see a real trend because claims are flat. Whisenhunt said we'll continue to monitor to see what our trend is.

**Motion to approve financial report by Albert Ozuna with second by Richard Rogalski** Ayes: Ozuna, Rogalski, Bigham, Kizarr Nays: None **Motion carried**

## IV. Wellness Committee

## A) Update

Massie said the Blood Drive will be this Thursday from 12-4pm here at City Hall. The goal is to get (18) eighteen but only (12) twelve have signed up. Employees also get Wellness Points and a chance to enter into a drawing to win a ($25) twenty-five dollar VISA card. We had our (1st) first cooking demo for lunch last week and it went really well. The dinner demo will be on March (21st) twenty-first from 5:30-7pm. We encourage employees to bring their spouse and children. The dietician talks you through it letting you know what she is putting in it and where to buy it. The challenge kick off is March (22nd) twenty-second called Eat Right for Life Challenge. It will focus on nutrient. As for the Wellness program, (6) six have met their Wellness points already.

## V. Old Business

## A) Premiums for the Different Plans on Private Exchange

**Motion to approve (5) five different Medical Plans for Exchange with Plan (2) two (MYB409) Option (1) one changed to Blue Preferred, Option (1) one for Plans (3) three & (4) four, Option (2) two for Plan (5) five by Albert Ozuna with second by Richard Rogalski** Ayes: Ozuna, Rogalski, Bigham, Kizarr Nays: None **Motion carried**

**Motion to approve (3) three choices of Delta by Bruce Kizarr with second by Albert Ozuna** Ayes: Ozuna, Rogalski, Bigham, Kizarr Nays: None **Motion carried**

## VI. New Business

## A) HSA, FSA, and Cobra Administration

Massie said there have been complaints about American Fidelity. We gave employees a chance to voice their opinions but not many took it. He was very disappointed. American Fidelity doesn't work with Liazon. Kanady said it might help to have (1) one administrator for each. Discovery is our recommendation because they offer administrative services for Flex, HSA, and Cobra. We have seen them do well with implementations and ongoing services with our employer groups. Wageworks also offers all (3) three. Wageworks typically does a great job but the last (2) two years she's had (3) three clients with negative feedback on the administrative side. HSA Bank doesn't offer Cobra. HSA Bank has a lot of participant fees but on the administrative fees they are the lowest. When you roll out an HSA it's very complicated which takes a lot of communication and education. You're getting some integration with your technology that's going to make the enrollment fluent. Burk asked if right now it is ($4.50) four dollars and fifty cents per participant for Flex. Kanady answered right now you don't with American Fidelity because they waived it. Whisenhunt asked is ($5) five dollars under Discovery per month. Kanady answered per participant per month. Whisenhunt asked if it was ($60) sixty dollars a year. Kanady answered yes. Rogalski asked if this number is the number of current participants. Kanady answered it is. We assumed the ($5) five dollars was going to continue by the City of Lawton. Whisenhunt said when we were with Higginbotham it was split. Massie said it would be something along those lines, either split or covered. Whisenhunt said through the health plan. Rogalski said there's a difference between the fees, HSA Bank, and Discovery. The employee would pay more than that with all of those fees. Massie said it's important to also note that we expect the FSA numbers to come down. Right now we are looking at (190) one hundred ninety participants and it's reasonable to think that a (3rd) third will go to HSA. Rogalski said it's the worst case scenario. Kizarr asked if every employee pays a ($1) dollar fee for Cobra even though they aren't on it. Kanady answered City of Lawton is paying ($0.50) fifty cents to BlueCross to administer that. Rogalski asked if the administration fees are monthly. Kanady answered they are. Rogalski said that's a lot of money. Burk asked if we pay per notice to be sent out. Kanady answered you have a packet of (15) fifteen that's comprisable. When we do the financial analysis for Define Contribution we can look at what you're paying for medical, Cobra, and Flex.

Burk asked do we not have the option of BlueCross still doing Cobra or is it separate. Massie answered we are trying to combine it into (1) one administrator. Whisenhunt said Cobra is different than the other (2) two. Massie said absolutely. Burk said no one really knows about Cobra. Kanady said Discovery is going to take over and send it to all carriers. Rogalski said we would have to go off of American Fidelity. Massie said yes, for the technology piece. There have been overwhelming complaints from this Committee about American Fidelity. Kizarr said for (15) fifteen years employees have complained about different companies including the City when they were doing it. Whisenhunt asked about Discovery benefits, where they are and how their contact would be. Kanady answered they are out of Fargo, North Dakota. Clients have said they really know what customer service is. One thing that could help with conversation is setting up a file between BlueCross and Discovery for another time that can feed Discovery the claims. This way receipt notifications don't get pass the members. There's only a small fee for that. Burk asked would we have a representative. Kanady answered absolutely. Kizarr asked about an ATM fee. Could you use the card at any ATM? Kanady said Discovery doesn't have that. It works like your other cards. Massie said HSA is your money. Bortmess said you're going to have to provide documentation when you get audited as to why you withdrew that money. You'll have to explain if you had the expenses to cover. The nice thing for participants is they won't get a receipt request. Kizarr said this is something that needs to be taught to the employees who qualify. Massie said we will do separate education on what is an HSA and what it looks like. All of this would be prior to Open Enrollment. Kizarr asked if Discovery doesn't charge a fee for that. Massie answered correct. Kizarr said that's his only concern about HSAs is the fees.

**Motion to approve Discovery for Flex by Richard Rogalski** with **second by Bob Bigham** Ayes: Ozuna, Rogalski, Bigham, Kizarr Nays: None **Motion carried**

## VII. Comments/Discussion

* Whisenhunt said the next Health Committee meeting will be March (21st) twenty- first.

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* Massie said we will go out to market for vision and will have it at the next Health Committee meeting.

## VIII. Adjournment

Rusty Whisenhunt announced the adjournment at 10:45.
**Motion by Albert Ozuna with second by Bob Bigham** to adjourn Ayes: All Nays: None **Motion carried**