

Meeting Minutes
Central Washington Public Utilities
UIP (Unified Insurance Program) Quarterly Trustee Meeting
Wednesday, January 25, 2017, at 10:00 a.m.
Douglas PUD – East Wenatchee, WA

Roll call / introductions / additional agenda items:

The meeting was called to order at 10:00 a.m. by Chair Wenner. Those present were:

<u>PUD</u>	<u>Trustees</u>	<u>Alternate Trustees</u>	<u>Administrators</u>
Benton	Melina Wenner	Jody George	
Douglas	Barbara Davis	Gary Ivory	
Ferry	Marilee Kuehne		
Franklin	Carrie Locke	Sylvia Hubbard	
Grant	Annette Hernandez	Darla Shannon	Leah Knopp
Okanogan		Katie Pfitzer	
Pend Oreille	Lloyd Clark*		

Alliant: Schuyler Briscoe, Keith Robertson, Kim Chawes, Karen Murray, Christian Rothrauff
CliftonLarsonAllen: Connie Olson*
Grant PUD: Brett Bergeson, Trust Auditor
Okanogan PUD: Rob Gillespie, Trust Treasurer

* participated via conference call

Introductions

Q4 2016 Financial Report

Connie Olson with CliftonLarsonAllen reviewed the financial statements from September 1, 2016 through December 31, 2016. There were no outstanding follow-up questions.

Motion was made by Trustee Locke and seconded by Alternate Trustee Pfitzer to approve the fourth quarter 2016 financial report from September 1, 2016 – December 31, 2016. Motion passed unanimously.

Alliant Presentation

Renewal Recap – Broker Briscoe reviewed a recap of what Alliant provided for the Trust in 2016, including TPA RFP's, plan savings due to negotiations and changing of providers. Broker Briscoe also discussed plan year 2017.

Open Enrollment Debrief – Broker Robertson reviewed “lessons learned” with Trustees, inviting conversation from Trustees.

- Complexity Management –
 - Clarity around who to call at Alliant – this depends on the topic or issue, very situational. If Trustees and Alliant are both in agreement then communication will continue as it has unless concerns are expressed.

- New Idea for Benefit of Summary Changes – Broker Robertson shared Alliant’s idea of having three areas within the booklet; UIP generics, required notices from Alliant and PUD specific.
- Timeline Management –
 - Deadlines – Alliant feels that the Trustees need to err on the side of giving more time for decision making because there are seven utilities.
 - Open Enrolment – Kim Chawes asked Trustees if open enrollment needs to be in October or if November will work. It was decided that earlier is better.
 - Implementation of a New Carrier – Trustees voiced their feedback on the change to Symetra during 4th Quarter. The transition was not as smooth as it could have been because the plan document differences between Unum and Symetra. Alliant was very open to suggestions and feedback between Trustees and Alliant so that going forward this process can be improved.
 - Dependent Eligibility – Trustees need a definition on this so they can communicate with employees. Alliant understands this importance.
- Important Feedback Loop –
 - Alliant wants Trustees to know that this is a partnership and they want feedback. They want to work together and continue with “lessons learned”.

Dental and Medical Experience –

Broker Briscoe reviewed the experience reports for dental and medical. Trustees has no questions.

New Data Analytical Reporting –

Alliant’s Analytic Lead, Christian Rothrauff, introduced himself and shared the new data analytical reporting tool that Alliant has to offer. This reporting tool will be much more specific and will allow a deeper analytical review by Alliant. They will be able to pin-point areas and share more specific detail. Alliant welcomes all feedback as they move forward with preparing reports for the Trust. They can break down data by PUD if requested. Areas of interest by Trustees are specialty pharmacy and top chronic conditions.

Compliance –

Alliant’s Legal Counsel, Karen Murray, gave an overview of upcoming compliance changes due to the change in Presidency. She also provided documentation to Trustees.

Strategic Planning –

Future Planning Objectives for Trustees need to be determined. A well thought out strategy will help make annual decisions easier. Broker Robertson brought up different ideas on how the Trust can bring down or contain costs. Trustees are interested in having more education provided so that employees can be more educated in making medical decisions at more of a cost savings. Broker Robertson worked with Trustees to brainstorm ideas that could bring down costs.

Wellness Program 2017 –

Vice Chair Hubbard asked Trustees for next steps regarding a wellness program for 2017. Do Trustees feel like any changes need to be made to the current program? Trustees feel that keeping the structure of the program as it already is would be most effective:

- (1) one preventative visit
- On-site biometric screenings by a local clinic
- (1) One other educational piece; educational videos, on-site trainings, walkathons, etc...

Health Advocate Utilization –

Account Executive, Kim Chawes, shared reports from Health Advocate:

- Summary of Activity
- Health Advocate Services
- Member/Client Feedback Summary
- Interactions per Month
- Comparative Interactions
- Interactions by Category
- Top 10 Categories by Activity Type
- Clinical Utilization Distribution
- Financial Summary
- Most Common Health-Related Reason for Calling

Quarterly Meeting Minutes

Chair Wenner reviewed the quarterly meeting minutes from:

- October 6, 2016
- October 13, 2016
- November 2, 2016
- November 10, 2016
- December 5, 2016
- December 13, 2016
- December 19, 2016
- January 12, 2017

Motion was made by Trustee Davis and seconded by Trustee Locke to approve the meeting minutes from October 6, 2016, October 13, 2016, November 2, 2016, November 10, 2016, December 5, 2016, December 13, 2016, December 19, 2016 and January 12, 2017, with grammatical edits as shared. Motion passed unanimously.

Crime/Fiduciary –

Treasurer Rob Gillespie shared with Trustees that the applications for the crime and fiduciary policies for 2017-2018 are in process and he should have quotes back soon. The new policies begin on March 1, 2017. Last year there was an increase of less than \$100 between the two policies and since there have been no issues of fraud or misuse, prices should not increase much, if at all.

Motion was made by Alternate Trustee Pfitzer and seconded by Trustee Davis to give the Chair approval to authorize the crime and fiduciary policies effective March 1, 2017. Motion passed unanimously.

Next Meeting

The next UIP Quarterly Trustee meeting will be at Grant PUD on Wednesday, April 26, 2017.

Meeting Adjourned at 2:45 PM.

Approved by Trustees on April 26, 2017



Melina Wenner, Chair