

**Central Washington Public Utilities**  
UIP (Unified Insurance Program) Special Trustee Meeting  
via Conference Call  
Thursday, March 9, 2017 at 9:00 a.m.  
**MEETING MINUTES**

**Roll call**

The meeting was called to order at 9:00 a.m. by Vice-Chair Hubbard. Participants in the conference meeting included:

<b><u>PUD</u></b>	<b><u>Trustees</u></b>	<b><u>Alternate Trustees</u></b>	<b><u>Administrators</u></b>
Benton		Jody George	Jodie Moxley
Douglas	Barbara Davis		
Ferry	Marilee Kuehne		
Franklin	Carrie Locke	Sylvia Hubbard	
Grant	Annette Hernandez	Darla Shannon	
Okanogan			Cindy Lynn-Bartella
Pend Oreille	Lloyd Clark		Shanna Rice

**Alliant:** Schuyler Briscoe and Kai Hoyt

**CliftonLarsonAllen:** Connie Olson

**Claims Validity Audit**

Connie Olson with CliftonLarsonAllen reported that a summary of the Q1 Claims Validity Audit has been provided to the Chair and Vice-Chair. In addition, Ms. Olson shared that the audit resulted in the finding of one (1) discrepancy by Grant PUD which has since been corrected by Premera.

**Outcome/Future Actions:** None identified.

**CWPU Wellness Event Response to IBEW**

Vice-Chair Hubbard explained that the IBEW had submitted a written inquiry to Trustees via Chair Wenner asking each utility if the PUD sponsored wellness events would be on company time; if there would be make-up or alternative event options in Part 2; if the local activities required in Part 2 would happen during company time; and if employees can use completion of more than one preventative exam from Part 3 in lieu of another voluntary program activity in Part 2. Vice-Chair Hubbard further explained the rationale behind the Union's request and clarified that because the wellness program event has been designed to give flexibility at the utility level all of the utilities needed to provide answers to the questions asked before a response could be sent to the Union.

Trustees discussed the Union's request to allow employees to use a preventative exam in lieu of completing a part 2 local activity. Several Trustees expressed an interest in using the Part 2 activity as a means to educate employees on how to utilize their health and advocacy benefits, provisions of the employee assistance program, how the Trust works, how to be better consumers and the consumer specific tools available, and how to identify health issues and improve their overall health through exercise and healthy behaviors.

**Outcome/Future Actions:** Alternate Trustee George agreed to follow-up and collect responses from those utilities that had not yet responded to the questions. Trustees were in agreement that an additional preventative exam should not replace a local Part 2 activity. Vice-Chair Hubbard recommended that each utility get back to their respective Business Representative with information relative to the form of education they plan to focus on (in lieu of allowing a second preventative exam). Trustee Davis agreed to send out a presentation from an EIAC meeting in 2014 to Trustees that covers basic information about the Trust and how it is funded as an education option for others to consider.

#### **Advocacy Services – Symetra Health Champion/Health Advocate**

Alliant's Schuyler Briscoe, in response to a request from Trustees to compare Symetra Health Champion and Health Advocate services, shared that in these situations the first action they take is to assess cost before considering a possible termination during the term of the contract. Mr. Briscoe then verified that the Trust would be subject to a termination fee if they were to end the contract with Health Advocate at this time. Vice-Chair Hubbard suggested that Trustees consider continuing our agreement with Health Advocate and calendar the discussion and further comparison to a time closer to the contract expiration date.

**Outcome/Future Actions:** Trustees agreed to defer the discussion and comparison to the first quarterly meeting in 2018. Alliant agreed to share a side-by-side comparison of the two provider's services with Trustees when it was completed and in advance of the 2018 meeting date. Alliant also agreed to provide Trustees with a Health Champion product overview and stated that they can, at the request of Trustees, invite Symetra to the 2018 meeting so they can do a presentation on their services.

#### **2017 Health Booklets**

Alliant's Kai Hoyt shared that Alliant and Trustee Davis have reviewed the medical and vision booklets which Alliant delivered to Premera on March 7; the dental booklets that were reviewed by Alliant and Alternate Trustee George are expected back from Delta Dental by March 14; Symetra is still drafting the life and disability certificates which Alliant expects will be delivered to them for review on or around March 14; and the Flexible Spending Account plan documents were received on March 6 and Alliant has until March 20 to complete their review.

Trustee Hernandez inquired as to whether or not the booklets and certificates were being delivered within the mandated timelines. Ms. Hoyt responded that the current delivery dates are compliant with the mandate and it is typical for providers to have them completed and delivered to employers within 90 days. Trustees briefly discussed performance guarantees applicable to these deliveries.

**Outcome/Future Actions:** Alternate Trustee Shannon asked Alliant to make it a practice to send official benefit plan booklets, plan documents and certificates to Trustees for review versus asking Trustees if they would like to review them. Alliant was agreeable to this request.

#### **Local Benefits Guide**

Ms. Hoyt reminded Trustees that the 2018 Local Benefit Guide revisions and customizations are due back to Alliant by April 1. Trustees had a brief discussion regarding the ability to make changes to these documents after April 1. Ms. Hoyt assured Trustees that changes could be made to the guide after the return date and that Alliant is trying to get an early start on the guides so they can provide a useful and valuable resource to the PUD's in advance of the renewal period.

**Outcome/Future Actions:** Trustees need to provide their updates and customizations to Alliant no later than April 1, 2017.

**ThinkHR**

Ms. Hoyt asked Trustees if they had taken advantage of Alliant's bolt on and free resource titled ThinkHR. Several Trustees indicated that they had logged in. Trustee Hernandez shared that she found the resource to be a nice enhancement and helpful tool. Mr. Briscoe stated that the links to the resource would expire soon and offered to send a new link to Trustees upon request.

**Outcome/Futures Actions:** Vice-Chair Hubbard thanked Alliant for making ThinkHR available to the UIP.

**April Quarterly Meeting Location/Agenda**

Vice-Chair Hubbard shared that the April meeting would be at Grant PUD's Ephrata headquarters. Mr. Briscoe indicated that the agenda currently includes the Knowledge Services meeting with Premera and that Alliant may not be prepared to couple the Deerwalk analytical tool demonstration at the meeting due to the volume of work associated with configuring the tool.

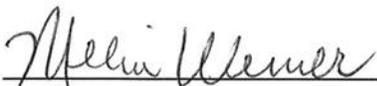
**Outcome/Future Actions:** None identified.

**Future Topics**

Vice Chair Hubbard shared that the SharePoint site replacement and Health Advocate demonstrations will remain on the agenda under Future Topics as a reminder that they will be discussed at a later time.

Meeting Adjourned at 9:54 AM.

Approved by Trustees on April 13, 2017



\_\_\_\_\_  
Melina Wenner, Chair