

**Central Washington Public Utilities**  
UIP (Unified Insurance Program) Special Trustee Meeting  
via Conference Call  
Thursday, May 11, 2017 at 9:00 a.m.  
**MEETING MINUTES**

**Roll call**

The meeting was called to order at 9:00 a.m. by Chair Wenner. 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	Melina Wenner	Jody George	Jodie Moxley
Douglas	Barbara Davis		
Ferry	Marilee Kuehne		
Franklin	Carrie Locke	Sylvia Hubbard	
Grant	Annette Hernandez		
Okanogan	Don Coppock	Katie Pfitzer	
Pend Oreille	Lloyd Clark		Shanna Rice

**Alliant:** Kim Chawes and Kerri Coyle

**2017 Wellness Event**

Trustees reviewed and discussed how to respond to an inquiry submitted by the IBEW relative to the local onsite wellness activities being promoted at each utility and the participating employee's ability to participate during normal work hours and after. Alternate Trustee George provided Trustees an overview of a conversation she had with IBEW Business Representative, Tad Iseminger regarding their inquiry. The parties discussed amendments to the draft response distributed prior to the conference meeting and the importance of ensuring the UIP response was clear and concise.

**Outcome/Future Actions:** Chair Wenner agreed to amend the draft response and send to Trustees for final review before submitting the IBEW.

**Catapult**

Trustees entered into discussion relative to the Catapult demonstration that occurred at the April 26 Quarterly Meeting and the feasibility of utilizing them as a vendor option to provide onsite biometric screenings in 2017 to qualify for the 2018 wellness incentive. Trustees discussed the value of the service provided by Catapult and the relative differences in them compared to what has been communicated with the IBEW and employees. Several Trustees shared concerns with the timing and ability to incorporate into the 2017 program activity.

**Outcome/Future Actions:** Trustees agreed that the service could be of value to CWPU Wellness program participants; however, due to the timing, communications already released and expectations of the IBEW and participants relative to the requirements of the 2017 activity it would be best to defer further consideration of this option to a future program year.

### **DOT Medical Certifications**

Trustee Pfitzer requested verification from Trustee's on methods used to pay for CDL Medical Certification exams at each member utility and expressed an interest in Trustees coming to agreement that all members pay for the exam in the same manner. The majority of the Trustee's shared they reimburse or pay for the exams locally vs. having the cost covered through the medical insurance plan, which pays the exam expense at 100%. Trustee Hernandez shared that Grant PUD due to the volume of exams has directed drivers to have CDL exam costs submitted to the insurance for payment.

**Outcome/Future Actions:** Vice Chair Hubbard suggested that Trustee Hernandez discuss with Alternate Trustee Shannon their interest in moving to a local payment method. Trustee Hernandez agreed and stated that she will ask Alternate Trustee Shannon to respond directly to Chair Wenner with their decision.

### **Premera Knowledge Services Report Follow-up**

Broker, Kim Chawes provided the following status update on the Premera action items identified during their Knowledge Services Report at the April 26, 2017 quarterly meeting:

- 1) Care Compass 360 - Population Risk Stratification: Processing for delivery to Benton and Grant PUD's.
- 2) Average cost for breast screening mammography (norm per member cost): In progress of obtaining data.
- 3) Providence virtual care process: Premera has verified that this service can be used by anyone who chooses to register on the Providence website. Services obtained will be billed to Premera.
- 4) Member Portal w/o Electronic EOB Election Listing: Alliant scheduled to deliver individual lists to each group number by end of day on May 11.
- 5) HRA VEBA acceptance of Premera Spending Activity Report: Premera has reached out to HRA VEBA and has not yet received a response.
- 6) Full Essential Formulary Impact Report: The report has been delivered to Broker.
- 7) RX Formularies and Group Impact Report: The report has been delivered to Broker.

**Outcome/Future Actions:** Ms. Chawes will report on items six (6) and seven (7) at the next UIP quarterly meeting.

### **CWPU Reimbursement Form**

Chair Wenner requested feedback on the future use of the CWPU UIP Reimbursement Invoice that was distributed to Trustees during the April 26, 2017 UIP quarterly meeting.

**Outcome/Future Actions:** Trustee's agreed to use the new form for reimbursement from the Trust for costs incurred by the PUD for Commissioners, employees, and their dependents that have been authorized and agreed to prior to the expense being incurred by the UIP Board of Trustees.

### **Benefit Video Update**

Chair Wenner requested additional volunteers to assist the small committee, which following the April 26 quarterly meeting consisted of Alternate Trustees Shannon and Pfitzer, develop a benefits video for use by UIP Members. Alternate Trustee Pfitzer updated Trustees on the status of the project, stating that she had researched animated videos and was able to utilize a free trial through GoAnimate and create her own animated video. Alternate Trustee Pfitzer shared that creating the video was easy and fun, that the provider offered multiple template options, and that the subscription cost was not significant.

**Outcome/Future Actions:** Trustees expressed interest in learning more about the GoAnimate service. Alternate Trustee Pfitzer agreed to share the video with Chair Wenner who will distribute to Trustees for review and consideration.

### **Health Advocate Invoice Reconciliation**

Alternate Trustee George expressed an interest in obtaining feedback from Trustees on possible methods to cross check that the quantities shown on monthly Health Advocate invoice are aligned with the individual utilities actual benefit eligible headcount. Trustees suggested various reports and processes in place where actual benefit eligible headcount is captured on a monthly basis. Suggestions included the monthly stop loss report managed by the UIP accounting firm and monthly reports from Premera provided to the Broker.

**Outcome/Future Actions:** Alternate Trustee George will follow-up with the UIP accountant and Broker to see if the reports include the information needed and are accessible.

### **Future Topics**

Trustees reviewed and considered when future topics identified on the agenda might be discussed. Trustees discussed the importance of ensuring sufficient time is provided for carrier demonstrations and discussion during meetings and agreed that it would be valuable to identify specific quarterly meetings for providers and carriers to share with Trustees reports, participant data, and changes and updates to their programs.

Meeting Adjourned at 10:15 AM.

Approved by Trustees on August 29, 2017



Melina Wenner, Chair