

Central Washington Public Utilities
UIP (Unified Insurance Program) Special Trustee Meeting
via Conference Call (855) 201-9213 / Access Code: 7141885
Thursday, November 9, 2017
MEETING MINUTES

Roll call

The meeting was called to order at 9:01 a.m. by Chair Wenner. Those attending the meeting included:

<u>PUD</u>	<u>Trustees</u>	<u>Alternate Trustees</u>	<u>Administrators</u>
Benton	Melina Wenner	Jody George	
Douglas	Barbara Davis	Gary Ivory	
Ferry		Sue Nush	
Franklin	Carrie Locke	Sylvia Hubbard	
Grant	Annette Hernandez	Darla Stevens	
Okanogan	Don Coppock	Katie Pfitzer	Cindy Lynn-Bartella
Pend Oreille			

Alliant: Kim Chawes, Kerri Coyle, Keith Robertson, Schuyler Briscoe, Christian Rothrauff

Meeting Minute Approvals

The approval of the minutes for September 14, 2017 meeting were deferred to the next scheduled UIP meeting.

Brokers Report

Kim Chawes provided Trustees with an overview of the UIP Experience Report for the period beginning January 1, 2017 and ending August 31, 2017. During the review, Ms. Chawes highlighted that the YTD cost to budget for medical/RX PPO and CDHP plans are rolling at expected levels with the PPO running slightly higher than the CDHP. Ms. Chawes stated that no one has met the \$250,000 stop loss, large claims deductible as of the date of the report.

Ms. Chawes reported that the dental plan is running at 87.6% which historically is about the norm for the UIP. Vision is running for the period at 105%, whereas the prior year was 87% (which equals a rolling 12%). In addition, she reported that Medical, RX, Dental and Vision Plan historical trend since January 2015 is static and good; noting that large claims are going down.

Christian Rothrauff added that claims under the CDHP Plan will likely increase during the final quarter of 2017 as members meet their deductibles resulting in more cost to the Trust.

Outcome/Future Actions: Ms. Chawes indicated that Kai Hoyt is currently working on and will be sending out September Experience Reports by PUD early next week.

UIP Policies – Procurement and Claims Management

Chair Wenner asked Trustees for feedback on the draft UIP Procurement and Claims Management policies, delivered to them in advance of the meeting and expressed an interest in getting Trustee approval to implement the policies during the meeting. Discussion followed regarding the purpose of the policies and the differences within the Procurement policy between a Consultant and Third Party Administrators (TPA), and whether or not the provision to ensure confidentiality currently residing under the TPA should be applicable to both. Trustees also discussed whether or not these draft policies should be referred to as “Procedures”.

Outcome/Future Actions: Trustees agreed that the “Policy” reference each document should be changed to “Procedure” and that the Procurement Procedure be amended under Section 2) *Service Contracts* to include a blanket statement that both the Consultants and TPA’s must provide for the confidentiality of UIP information, data and other intellectual property developed or shared during the course of the contract. Chair Wenner agreed to incorporate the requested changes into the procedures and redistribute to Trustees for approval at the next scheduled meeting.

Sub-Committee for Financial Reserve Policy Review

Chair Wenner opened with a request for volunteers to participate on a Financial Reserve Policy review sub-committee; which, at the time of this meeting included Rob Gillespie (UIP Treasurer) and Trustee Davis. The parties discussed including the UIP Auditor, Brett Bergeson.

Outcome/Future Actions: Trustee Hernandez agreed to reach out to Brett Bergeson regarding his participation on the Committee.

Wellness Status Report

Chair Wenner opened the discussion with a recap of the purpose of the report. Mr. Rothrauff stated that Alliant in an endeavor to provide a valuable reporting of the return and value of the UIP Wellness efforts has been working on a report that utilizes claims data from various sources (including Premera) since the inception of the UIP Wellness Program in 2005 that will help Trustees determine if there are any notable patterns, trends and returns resulting from participation in the programs. Mr. Rothrauff further explained that in order to obtain valuable results, he is requesting a census from each utility on total participation in wellness by year. The census will ask for all forms of wellness activities (local and CWPU related activities). Trustees discussed the request, how the information would be used, whether or not participation and activity variances between utilities would impact the results and increase or lessen the value, concerns with pulling information from Premera and the importance of ensuring data was aggregated to protect smaller PUD information is not identifiable.

Mr. Rothrauff clarified that the report, which can be broken out into categories (biometrics, education, etc.) may help the UIP take the program a step further by enabling Trustees to make adjustments that remove hurdles for employees and possibly introduce new employee value-based activities to the program that are more strategic in nature. Mr. Rothrauff stated that information obtained could be added to IDAP (Deerwalk Analytical Tool) and that by doing so it would give Trustees the ability access adherence and measure the success of the program more

expediently. Ms. Chawes stated that wellness status report request was initiated by the IBEW; Chair Wenner added that the UIP General Managers had asked for similar reporting. Trustees discussed sharing the findings with the EIAC.

Outcome/Future Actions: Trustees agreed that submission of the census would be optional. Mr. Rothrauff will deliver the census template to Trustees for completion no later than the first week of January.

Contracts and Performance Guarantees

Chair Wenner lead a discussion with Trustees regarding the value of distributing to Trustees contractor listing that contains details relative to terms of the contract and guarantees. Discussion ensued.

Outcome/Future Actions: Trustees agreed there would be value in having on hand a listing of UIP Contracts that contained the terms, performance guarantees, and notice requirements. Alternate Trustee George will work with Alliant on the list for distribution to Trustees.

Mail Order Vendor

Ms. Chawes recommended that Trustees consider moving mail order Specialty RX to Accredo. Ms. Further explained that Premera recently negotiated a deeper discount contract with Accredo for mail order Specialty RX which could result in a 5% savings to the UIP. Ms. Chawes stated that the UIP as a self-funded plan has the option to, at any time during the calendar year, make the move from Walgreens to Accredo. Ms. Chawes indicated that Premera can provide disruption reports and communication templates to Trustees for evaluation in advance of making a decision. Discussion ensued relative to disruption and how the change would be communicated to members currently utilizing Walgreens. Ms. Chawes clarified that should the Trust make the change members would still have the ability to pick-up prescriptions at Walgreens.

Outcome/Future Actions: Trustees shared an interest in understanding the cost savings that might be experienced and agreed to discuss this option at a future meeting. Ms. Chawes agreed to obtain from Premera a disruption report, cost savings summary and communication materials for distribution to Trustees in advance of the next scheduled UIP meeting.

UIP Administrator

Chair Wenner shared with Trustees that the General Managers during a recent meeting had approved the UIP's request to fill a UIP Administrator position. Chair Wenner suggested that a sub-committee be formed and asked for volunteers to review position duties, pay, and whether or not the position should be filled internally or outsourced. Administrator Shanna Rice indicated that Trustee Clark had expressed a willingness to lead the sub-committee and host the incumbent at Pend Oreille PUD.

Outcome/Future Actions: The committee will consist of Trustee Clark, Trustee Locke, and Trustee Hernandez.

Future Topics Summary

Trustees agreed that the following topics need to be included on a future meeting agenda:

- Delta Dental Knowledge Services Report
- Financial Reserve Policy Review
- UIP Administrator
- Delta Dental Preventative Application
- Premera Mail Order Vendor
- Deerwalk Analytical Report
- Wellness Status Report

Q1 2018 General UIP Meeting Date & Location

Chair Wenner proposed, in alignment with prior Trustee discussions, that the quarterly UIP meeting currently scheduled to occur on January 24, 2018 be deferred to a two (2) day workshop in March. Discussion ensued.

Motion was made by Trustee Locke and seconded by Trustee Hernandez to defer the January 24, 2018 quarterly meeting to March 14 and 15, 2018 at Franklin PUD in Pasco, WA. Motion passed unanimously.

Meeting adjourned at 11:20 AM

Approved by Trustees on December 12, 2017



Melina Wenner, Chair

/jag