



**Minutes of the Special Meeting of
CWPU Unified Insurance Program (UIP)
July 19, 2018**

The special meeting of the CWPU UIP was held via conference call on July 19, 2018, at 9:00 a.m., pursuant to proper notice thereof.

The meeting was called to order by Chair Wenner at 9:05 a.m. The following individuals were in attendance:

<u>Trustees</u>	<u>Alternate Trustees</u>	<u>Administrators</u>	<u>Public Utility District</u>
Melina Wenner	Jody George		Benton PUD Douglas PUD Ferry PUD Franklin PUD Grant PUD Okanogan PUD Pend Oreille PUD
Annette Hernandez	Sylvia Hubbard		
Lloyd Clark	Katie Pfitzer		

Others in attendance:

Alliant: Kim Chawes

Benefits Program Administrator

Chair Wenner updated Trustees on the status of the employment offer to the candidate selected to fill the Benefits Program Administrator (BPA) position; indicating that she plans to obtain input from CWPU managers prior to sending the final draft to Trustees for review. In addition, she expressed an interest in providing the candidate additional information about UIP objectives. Trustees also discussed:

- Inviting the future BPA to attend the July 24-25 2019, quarterly meeting, on a voluntarily basis.
- Budget for BPA wages, benefits, and expenses and how related expenses would be shared.
- Transition of duties and transfer of records.

Outcome/Future Actions: Chair Wenner will share the FAQ document and draft strategic plan with the BPA, finalize the details of the offer and distribute to Trustees for review, and invite the BPA to voluntarily attend the quarterly meeting in July.

Health Advocate Agreement

Kim Chawes, Alliant reported to Trustees that the Health Advocate contract had automatically renewed for a three year term on June 1, 2018. Discussion ensued regarding Health Advocate attendance at benefit fairs and any associated cost, utilization of the benefit, and methods used to increase employee engagement.

Outcome/Future Actions: Trustees concluded that education on the benefit would likely increase utilization. Chair Wenner suggested implementation and coordination of an educational forum for each utility could be an initiative for the BPA.

Medical Certification Exams

Chair Wenner shared that the methods used to pay CDL medical certifications “exams” may be different at each utility and expressed an interest in understanding if Trustees felt it should be consistent. Trustees discussed the methods used to pay for the exams. While some utilities ask their occupational provider to submit claims to the medical plan, others are paying the occupational provider directly. Discussion ensued about related language contained in the Collective Bargaining Agreement.

Outcome/Future Actions: Alliant agreed to obtain a utilization report and share it with Trustees at the quarterly meeting in July.

WA Paid Family and Medical Leave Program

Relative to the Washington Paid Family and Medical Leave (Washington PFML), Chair Wenner shared she had submitted a request to Alliant for plan options to consider in lieu of the state programs. Trustees discussed what is known about the process for submitting a voluntary plan waiver. Trustees concluded that conducting an analysis of the Washington PFML and options for submitting a voluntary plan waiver is a high priority of the BPA.

AGRIP Fall Forum Attendance

Chair Wenner provided Trustees with an overview of the AGRIP Fall Forum agenda and suggested that the BPA attend. Additionally, she asked Trustees if they would like to attend and if so, if it would be a reasonable Trust expense to reimburse. Discussion followed regarding the number of attending and reasonableness of seeking reimbursement from the Trust.

Outcome/Future Actions: Trustees determined it would be acceptable for others to attend and a decision on reimbursement should be made following review of the CWPU UIP Interlocal Agreement.

2017 SAO Financial Audit

Chair Wenner reported that the UIP will have the exit interview with the State Auditor on August 13, 2018.

The meeting was adjourned at 9:54 a.m.

Approved by Trustees on March 14, 2019

x 

Melina Conover, CWPU UIP Chair