Central Washington Public Utilities
UIP (Unified Insurance Program) Special Trustee Meeting
via Conference Call (855) 201-9213
Thursday, June 29, 2018
MEETING MINUTES

Roll call
The meeting was called to order at 9:00 a.m. by UIP Chair Wenner. Those attending the meeting included:

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<th>PUD</th>
<th>Trustees</th>
<th>Alternate Trustees</th>
<th>Administrators/Others</th>
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<tr>
<td>Benton</td>
<td>Melina Wenner, Chair</td>
<td>Jody George</td>
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<td>Douglas</td>
<td>Barbara Davis</td>
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<td>Ferry</td>
<td>Marilee Kuehne</td>
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<td>Franklin</td>
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<td>Sylvia Hubbard, Vice Chair</td>
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<td>Grant</td>
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<td>Darla Stevens</td>
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<td>Okanogan</td>
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<td>Katie Pfitzer</td>
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<td>Pend Oreille</td>
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<td>Shanna Rice</td>
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Alliant: Kim Chawes and Schuyler Briscoe  Others: Connie Olson, Clifton Larsen Allen

Medical TPA – RFP Responses
Schuyler Briscoe and Kim Chawes provided Trustees with an overview of their analysis and scoring of the six (6) carriers and TPA’s that responded to the CWPU RFP for a medical Third Party Administrator (TPA). Mr. Briscoe indicated that the goal is to select three (3) to four (4) finalists from this list. He further explained that based on their experience with the UIP, Alliant had scored the responses using the following five (5) categories; Network, Fixed Cost, RX, Bundled Care, and Administration. Trustees received a detailed explanation by category of Alliant’s methodology used to weigh each category based on their perceived importance to the UIP. Discussion followed relative to the network discounts, physician penetration compared to Premera, disruption to members by region, ability to carve out pharmacy and navigate high cost claimants to efficient low cost facilities as a means to lower costs, the differences between a stand-alone TPA and a carrier, and the overall weighting of the categories.

Mr. Briscoe explained that the next phase is to evaluate further the physicians and facilities by region and that during the finalist presentations the UIP could hear directly from vendor’s details about their coverage by region. Ms. Chawes indicated that disruption reports were received from each vendor that indicated the impact by city, member count, claims and amounts paid by region and that she would distribute them to Trustees following the meeting. Discussion ensued regarding the vendors ability to contract with providers not already within their network.
Trustees received information from Alliant regarding a seventh TPA who had indicated interest and their plan to respond to the RFP. Mr. Briscoe indicated that the vendor is a stand-alone TPA with direct access to the Premera Network. Discussion about the vendor’s access to the Premera network and discounts followed.

**Outcome/Future Actions:** Trustees following a discussion specific to each respondent’s score and ability to meet the needs of the UIP selected Premera, Cigna, and First Choice Health as RFP finalists selected for interviews. In addition, Trustees agreed to consider including Collective Health as a finalist should their proposal arrive in a timely manner. Alliant agreed to notify vendors selected for interviewed and to keep Trustees apprises of the status of the Collective Health response.

**Benton Utilization of Catapult**
Chair Wenner indicated that following discussion with Benton PUD leadership, the utility would like to utilize and pilot the Catapult service for the onsite biometric screenings in 2018. Chair Wenner reminded Trustees that the cost of this service exceeds the previously established $80.00 per screening cost approved by Trustees. Wenner expressed an interest in ensuring Trustees were agreeable to the additional cost that would be incurred.

**Outcome/Future Actions:** Trustees discussed Benton PUD piloting the Catapult service and agreed that it would be recommended that employees not be allowed to participate in the event at Benton if they had chosen to go to their personal physician for the screening prior to the event date. Chair Wenner agreed to share Benton’s experience with Catapult with Trustees.

**Nomination HRA VEBA Board**
Chair Wenner shared details about the opportunity to be nominated for the HRA VEBA Board and inquired as to Trustee interest in this nomination or if there might me some at their utility who might be interested in a position on the Board.

**Outcome/Future Actions:** No actions identified.

**2018 PCORI Fee**
Chair Wenner reported that the 2018 PCORI fee is due to the IRS by July 31, 2018. Chair Wenner further stated that fee is $2.39 per covered life and using the Snapshot Factor Method, which is the best calculation option for the Trust, equates to $7,036.16.

**Motion** to approve payment to the IRS in the amount of $7,036.16 for the purpose of paying the 2018 PCORI fee was made by Trustee Davis and seconded by Alternate Trustee Stevens. Motion passed unanimously.

**Outcome/Future Actions:** Alternate Trustee will initiate the process for payment to the IRS.
Executive Session
At 10:32 a.m., Chair Wenner announced that Trustees would go into executive session until 10:45 a.m. for the purpose of evaluating the qualifications of candidates for public employment.

At 10:45 a.m. Chair Wenner reconvened the Trustee meeting into regular open public session and announced that Trustees would go into executive session until 11:00 a.m. for the purpose of evaluating the qualifications of candidates for public employment.

At 11:00 a.m., Chair Wenner reconvened the Trustee meeting into regular open public session and indicated that no decisions had been made relative to the selection of a candidate for the Benefits Program Administrator position.

Benefits Program Administrator Selection
Trustees entered into a brief discussion relative to the selection of a candidate to fill the UIP Benefits Program Administrator position.

Motion to extend an offer to Candidate No. 1 contingent upon a background check with a final salary not to exceed $70,000.00 with the understanding that the offer be extended and salary negotiated by the UIP Chair was made by Trustee Davis and seconded by Vice Chair Hubbard. Motion passed unanimously.

Outcome/Future Actions: Chair Wenner thanked Trustees for their contributions towards the selection process and indicated that she will draft the offer for Candidate 1 and distribute to Trustees for consideration and will additionally notify Candidate 2 of the Trustees decision.

Meeting adjourned at 11:05 a.m.

Approved by Trustees on September 13, 2018

Melina Wenner, CWPU UIP Chair

/jag