



Unified Insurance Program

Minutes of the Regular Meeting of
CWPU Unified Insurance Program (UIP)
June 11, 2020

The regular meeting of the CWPU UIP was held via video conference on June 11, 2020, at 9:00 a.m., pursuant to proper notice thereof.

The meeting was called to order by Chair Conover at 9:00 a.m. The following individuals were in attendance:

Table with 4 columns: Trustees, Alternate Trustees, Administrator, Public Utility District. Lists names of attendees under each category.

Others in attendance:

Table listing other attendees: Benton PUD, IBEW Local 77, CWPU UIP Benefits Program Administrator, Alliant, Karen Dunlap, Brian Gray, Sylvia Hubbard, Kim Chawes, Kerri Coyle, Schuyler Briscoe.

Health Advocate Return Pass Mobile Tool

Debbie Beltz and Katharine Brown, Health Advocate, joined the meeting to provide a demo on Health Advocate's Return Pass Mobile Tool. This digital tool was developed to assist employers in their efforts to return employees safely to work and limit workplace exposure by tracking COVID-19 related symptoms.

Debbie Beltz and Katharine Brown left the meeting at 9:35 am.

Meeting Minutes

The Trustees reviewed the minutes of the May 14, 2020 regular meeting.

Motion was made by Trustee Locke and seconded by Trustee Gillespie to approve the minutes of the May 14, 2020 regular meeting. Motion passed unanimously.

Benefits Program Administrator Report

2020 PCORI Fee

PCORI fees apply to health insurers and plan sponsors offering self-funded health insurance plans. The Further Consolidated Appropriations Act of 2020 extended the annual PCORI fee, which was set to expire in 2020, through September 30, 2029. For plan years beginning January 1, 2019 and ending December 31, 2019, the PCORI fee is set at \$2.54 per covered life. Alliant calculated the 2020 PCORI fee using the snapshot general method, snapshot factor method, and actual count method and found that the snapshot factor method provides the lowest tax liability.

Motion was made by Trustee Locke and seconded by Trustee Gillespie to approve payment of the 2020 PCORI fee in the amount of \$7,294.88. Motion passed unanimously.

Stop Loss Schedule of Benefits

Following the change in refunding provisions contained in stop loss contracts, Symetra received approval to retroactively offer refunding provisions specific to each employer. Under the new refunding provision, the loss ratio the UIP must beat is 50%, resulting in a refund of 5% of excess profits, up to 10% of annual premium. The Excess Loss Schedule of Benefits was revised on May 11, 2020 and an Excess Loss Experience Refund Endorsement was drafted to include the new refunding provision. Mr. Briscoe added that the offer of refund is not as lucrative as the original refunding arrangement but represents the strongest offer available. Ms. Chawes added that Symetra offered a richer refunding contract, however, that would have increased the stop loss premium.

Motion was made by Trustee Locke and seconded by Trustee Gillespie to accept the revised Excess Loss Schedule of Benefits and execute the Excess Loss Experience Refund Endorsement between CWPU UIP and Symetra for the policy period of January 1, 2020 to January 1, 2021. Motion passed unanimously.

Premera Expanded Telehealth Network

Due to the ongoing COVID-19 pandemic, Premera is extending the cost share waiver for all in-network telehealth services and continues to offer the expanded telehealth network until December 31, 2020. The UIP has the option to continue to opt-in Premera's expanded telehealth network and waive telehealth cost shares through December 31, 2020, or to choose an alternate end date of June 30, 2020 or September 30, 2020.

Motion was made by Trustee Locke and seconded by Trustee Gillespie to continue to opt-in Premera's expanded telehealth network and to waive telehealth cost shares through December 31, 2020. Motion passed unanimously.

Random Sample Dependent Audit Procedure

To assure that UIP provided benefit dollars are allocated to eligible individuals, Ms. Hubbard drafted a procedure for an annual random sample dependent audit, verifying and validating the eligibility of covered dependents. Discussion ensued about the sample size, the option of engaging with a firm to perform an audit of all covered dependents, and the offer of COBRA coverage if coverage is lost due to ineligibility.

Outcome/Further Action

- Ms. Hubbard and Trustee Locke will further explore a random sample dependent audit as well as the option of engaging a firm to conduct an audit of all covered dependents.

Delta Dental Premium Relief

As a result of limited service availability during the COVID-19 pandemic, Delta Dental has offered a four month relief of 25% of the monthly administrative fee (approximately \$10,250). ERISA rules require that carrier credits be shared between the employer and employee based on the premium contribution split. While benefits offered under the UIP are not subject to ERISA, the UIP has the option to follow these fiduciary principles. Based on enrollment, the employee share of the four months administrative fee relief totals \$1.12 per employee.

Given that the administrative cost of refunding said relief is higher than the credit due to the employee, the Trustees agreed that the UIP consider the total administrative fee relief to be Trust assets.

COVID-19 Relief

On April 28, 2020, Department of Labor (DOL) issued guidance extending standard timeframes for HIPAA special enrollment, COBRA elections/payments, claims and appeals procedures, and external review protocols. This guidance applied to plans subject to ERISA and non-federal governmental plans or public sector plans. On May 14, 2020, CMS released a bulletin, announcing "relaxed" enforcement of certain rules, including enforcement of these DOL extended deadlines for non-federal governmental plans. CMS encourages, but will not require, non-federal governmental plans to comply with the extended DOL deadlines.

Considering the risk associated when extending standard timeframes, specifically related to COBRA payments, the Trustees agreed to maintain current timeframes and deadlines.

Ms. Hubbard pointed out that while IRS Notice 2020-29 permits employer-sponsored health plans to allow mid-year changes to benefit options, including enrolling in different health coverage sponsored by the same employer, our current stop loss contract with Symetra does not allow for mid-year changes.

COVID-19 Symptom Tracking Tools

Ms. Hubbard explained that HealthCheck360 is offering a mobile tool, similar to Health Advocate's Return Pass, including a comprehensive employer reporting tool. The Daily Symptom Tracker is made available to the UIP at a cost of \$1.97 PEPM, plus \$2,500 set up fee (3 months minimum commitment). For an additional cost, HealthCheck360 offers case management to support employees with next steps if they have demonstrated symptoms. If there is interest, Ms. Hubbard will schedule a demo of HealthCheck360.

Other Updates

- Premera has prepared a COVID-19 testing and treatment report, which was provided to the Trustees in advance of the meeting.
- Pend Oreille PUD has agreed to process the CWPU billing starting August 1, 2020.
- Approval of a voluntary medical plan was received for Benton, Ferry, Douglas, and Grant PUD. Ms. Hubbard expects to receive approval for the remaining utilities by the end of this week. Mr. Gray requested the Union be provided with the approved voluntary plan documents for each utility.

With no additional items to discuss, Chair Conover adjourned the meeting at 10:38 a.m.

Approved by Trustees on July 9, 2020.

X Melina Conover

Melina Conover, CWPU UIP Chair