

MINUTES

CONTRA COSTA COUNTY SCHOOLS INSURANCE GROUP HEALTH BENEFITS COMMITTEE MEETING

February 10, 2017
10:00 A.M - 12:00 P.M

CCCSIG Conference Room
550 Ellinwood Way
Pleasant Hill, CA 94523
1 (866) 922-2744

Teleconference Locations:
Arcohe School District, 11755 Ivie Road, Herald, CA 95638
Byron School District, 14301 Byron Highway, Byron, CA 94514

Call-In Instructions

Call-In Number: 1-800-531-3045, Participant Access Code: 5871613#

Operator will ask if you are entering as Host – at this point Press # and stay on the line until your call is connected
*NOTE – for those members calling in, the location must be accessible to the public and the agenda page must be posted at your teleconference location (outside of main entrance and outside your teleconference location [office door])

I. CALL TO ORDER

The meeting was called to order by Robin Yearby at 10:03 AM. Introductions were made.

II. ROLL CALL & INTRODUCTIONS

Bylaws of the Contra Costa County Schools Insurance Group I.G.4. Quorum. A majority of each Committee membership shall constitute a quorum for the transaction of business except that less than a quorum may adjourn from time to time.

Member Districts = 9

Number required to achieve a quorum = 5

Those in attendance were:

CCCSIG:

Contra Costa County Schools Insurance Group

Bridget Moore, Executive Director

MEMBERS:

Arcohe Union School District

Mindy McCreery, Alternate

Brentwood Union School District

Roxane Jablonski-Liu

Byron Union School District

Lisa Williams

Castro Valley Unified School District

Robin Yearby, Chair

Moraga School District

Daniela Parasidis, Courtney Avellar

ABSENT:

Canyon School District

Gloria Fairecloth

Oakley Union Elementary School District

Maria de la Luz Bordanaro

Travis Unified School District

Sara Smith, Alternate

Walnut Creek School District

Audrey Katzman

GUEST:

Sutter Health Plus

Alicia Aguilera, Account Manager

CONSULTANTS

Keenan & Associates

Keenan & Associates

Debra DeSpain

Vickie Vales

III. PUBLIC COMMENTS

There were no public comments.

IV. APPROVAL OF AGENDA

**2017-009
Action**

A motion was made by Daniela Parasidis, seconded by Roxanne Jablonski and unanimously carried to approve the Agenda as presented. Votes:

Arcohe - Aye

Byron - Aye

Castro Valley - Aye

Oakley - Absent

Walnut Creek - Absent

Brentwood - Aye

Canyon - Absent

Moraga - Aye

Travis - Absent

V. APPROVAL OF MINUTES – January 13, 2017

**2017-010
Action**

A motion was made by Lisa Williams, seconded by Roxanne Jablonski and unanimously carried to approve the Minutes as presented. Votes:

Arcohe - Aye

Byron - Aye

Castro Valley - Aye

Oakley - Absent

Walnut Creek - Absent

Brentwood - Aye

Canyon - Absent

Moraga - Aye

Travis - Absent

VI. CORRESPONDENCE

**2017-011
Information**

Debra DeSpain reviewed the correspondence submitted by Arcohe Union School District appointing the new Superintendent (Jim Shock retired) and new Business Manager as the representative and alternate representative, accordingly.

VII. ADMINISTRATION/HEALTH BENEFIT PROGRAM ADMINISTRATIVE UPDATE

Sutter Health Plus Account Manager Introduction

**2017-012
Information**

Alicia Aguilera, Account Manager, introduced herself and her role with SHP. She provided background information about the SHP network area, medical groups, including the expansion this year into Santa Cruz. Alicia distributed a few handouts and reviewed them with the group:

- SHP general information
- SHP Network - Bay Area expansion

Sutter Health Plus is developing communication materials known as “Sutter Where You Live”. These will be flyers describing what provider or facilities are located in various service areas. SHP is trying to make members aware of all the services and locations in their communities.

Bridget Moore expressed her thanks to Alicia for SHP agreeing to partner with the CCCSIG HBP and its members to provide an alternative carrier alongside Kaiser. We all look forward to having a good working relationship and hopefully grow membership.

DRAFT

2016 CCCSIG Health Benefits Committee Member Survey

2017-013
Action

Bridget Moore reviewed the results from the Member Survey, which are very good. There were no questions or suggestions about what the committee should focus on, but Keenan will bring items to the committee, as appropriate.

Daniela asked if the ratings were out of a total of 5. Bridget confirmed that was correct.

A motion was made by Roxanne Jablonski, seconded by Daniela Parasidis and unanimously carried to accept the 2016 CCCSIG Health Benefits Committee Member Survey as presented. Votes:

Arcohe - Aye	Brentwood – Aye
Byron – Aye	Canyon – Absent
Castro Valley – Aye	Moraga - Aye
Oakley – Absent	Travis - Absent
Walnut Creek – Absent	

CCCSIG Health Benefits Committee Eligibility Policy

2017-014
Information

Debra reviewed the revised eligibility draft pointing out the changes discussed at the last meeting. The following additional edits were requested:

1. Add statement under Eligibility Criteria, letter g. Retirees: an employee not previously enrolled as an active member, may not elect to enroll upon retirement.
2. Add statement under Termination of Coverage: federal legislation COBRA rules will apply
3. Add statement under Termination of Coverage: coverage for a tenthly or eleventhly employee will end based on district rules.

Once the Eligibility Rules are approved, Bridget Moore will prepare them in CCCSIG's policy format for presentation to the Executive Committee for review and approval. The rules will be part of the JPA's Policy and Regulations documentation versus the Bylaws. The next meeting of the Executive Committee is scheduled for March 16. Keenan will provide the updated draft at the March HBPC meeting.

During the eligibility rules discussion at the January meeting, Keenan proposed drafting a Qualifying Events poster districts could use to place in employee locations. The poster would describe qualifying events and timeframes employees have to make plan changes. Debra reviewed the three (3) options drafted by Keenan and requested feedback from the members. The following edits were requested:

1. On all three drafts – under Qualifying Event Guidelines:
 - a. put the words “employee’s responsibility” and “within 30 days” in red and bolded
 - b. add after district: benefits administrator (bolded)
2. On the second and third drafts, remove 2017
3. On the third draft, enlarge the CCCSIG logo similar to the other two drafts
4. On the third draft, remove the month/year

The updated drafts will be emailed to the committee for final review and approval.

VIII. INFORMATION

MEMBER COMMENTS

Information

None.

CONSULTANT COMMENTS

Information

Vickie informed the members that Kaiser had a delay in their theme development and printing. She expects delivery within a week. The March posters will be mailed out upon receipt.

Debra DeSpain reviewed the announcement from Kaiser regarding the change to their practice for coordination of benefits for employees enrolled in two (2) separate Kaiser plans. Currently, Kaiser zeros out both copayments. Beginning in 2018, they will be coordinating these charges and the employee will be responsible for the difference between the two copays, when applicable. Kaiser will also send letters to the affected members. Keenan will request a copy of the member letter prior to mailing.

Debra shared with the committee a project Keenan is working on with Kaiser. Keenan will be mining our block of business data from the Kaiser system. This project is called MediAnalytics. This will allow Keenan to provide more utilization information in comparing an individual client to other school districts as opposed to all of Kaiser's business.

LEGISLATIVE UPDATE/BRIEFING

2017-015
Information

Debra DeSpain reviewed the legislative briefings enclosed in the meeting packet:

1. Health Care Reform: Update on Opt-Out Payments and Affordability
2. Health Care Reform: New Administration Issues Executive Order on ACA

IX. AGENDA ITEMS NEXT MEETING

Information

The next meeting will be March 10, 2017. Agenda items are:

1. Kaiser Periodic Utilization Report through September 2016, presented by Kelsey Lesley, Kaiser Account Manager
2. Updated Eligibility Rules
3. JPA Waiver Form

X. ADJOURNMENT- Robin Yearby adjourned the meeting at 11:20 AM

Americans with Disabilities Act:

Contra Costa County Schools Insurance Group conforms to the protections and prohibitions contained in Section 202 of the Americans with Disabilities Act of 1990 and the federal rules and regulations adopted in implementation thereof. A request for disability-related modifications or accommodation, in order to participate in a public meeting of the Contra Costa County Schools Insurance Group, shall be made to: Bridget Moore, Executive Director, Contra Costa County Schools Insurance Group - 550 Ellinwood Way, Pleasant Hill, CA 94523 - 1 (866) 922-2744.