

**MINUTES OF THE  
CAPE COD MUNICIPAL HEALTH GROUP**

**STEERING COMMITTEE**

Wednesday, July 27, 2011, 8:30 AM  
COMM Fire District, Centerville, MA

**MEETING MINUTES**

A meeting of the Steering Committee of the Cape Cod Municipal Health Group (“CCMHG”) was held on Wednesday, July 27, 2011 at the COMM Fire District, Centerville, MA. The following people attended the meeting:

**Committee Members Present:**

A. Francis (“Skip”) Finnell, Chair	Dennis-Yarmouth RSD
Noreen Mavro-Flanders, Board Chair	County of Dukes County
Marie Buckner	Town of Sandwich
Heather Harper	Town of Falmouth
Maggie Downey	Barnstable County
Erin Orcutt	Cape Cod Regional THS
Debra Blanchette	Town of Barnstable
Susan Milne	Town of Yarmouth
Gerry Panuczak	Town of Chatham

**Guests Present:**

Rich Bienvenue, CPA	CCMHG Treasurer
Pam Hudson	Town of Provincetown
Linda O’Brien	Town of Provincetown
Bill Hickey	Harvard Pilgrim Health Care (HPHC)
Suzanne Donahue	Blue Cross Blue Shield (BCBS)
Fred Winer	Tufts Health Plan (THP)
Nina Conroy	Delta Dental of MA
Carol Cormier	Group Benefits Strategies (GBS)
Karen Carpenter	Group Benefits Strategies (GBS)

Skip Finnell, Chair, called the meeting to order at 8:35 a.m.

**Approval of the Minutes of the June 22, 2011 meeting:**

Marie Buckner motioned to approve the minutes of the June 22, 2011 meeting.

Noreen Mavro-Flanders seconded the motion. The motion passed by unanimous vote.

Motion

**Health Plan proposed FY12 Level Monthly Deposit amounts:**

Carol Cormier reviewed the BCBS average monthly claims report and said that the proposed BCBS Level Monthly Deposit (LMD) is \$7,621,000. Ms. Cormier suggested that it be rounded to \$7.62M.

Noreen Mavro-Flanders made a motion to approve the proposed BCBS LMD rounded down to \$7.62M.

Debra Blanchette seconded the motion. The motion passed by unanimous vote.

Motion

Ms. Cormier said that the LMD proposed by HPHC is \$2.7M per month which she said was reasonable given the claims history.

Gerry Panuczak made a motion to approve the proposed \$2.7M LMD for HPHC.

Motion

Marie Buckner seconded the motion. The motion was approved by unanimous vote.

**GBS Contract:**

Carol Cormier said it was difficult to put the timeframes of the Memoranda of Understanding which are now Attachments to the consulting and benefits management contract onto the off-anniversary timeframe, February - January of the consulting/benefits management agreement. Ms. Cormier said that GBS is proposing moving the contract dates to July 1, 2011 to June 30, 2014 and said that GBS has agreed to hold the current fees for seventeen months, from February 2011 to June 30, 2012.

Gerry Panuczak asked if CCMHG can enter into a contract that extends further than 3-years.

Carol Cormier said that GBS could reduce the contract to run for 2.5 years.

There was a discussion.

Noreen Mavro-Flanders made a motion to approve the GBS contract as presented.

Motion

Debra Blanchette seconded the motion. The motion was approved by unanimous vote.

The Steering Committee thanked GBS for holding its rates for the additional 5 months.

**CCMHG Website Maintenance Agreement:**

Carol Cormier reviewed the proposal from Lisa Trombly, for website maintenance from 9/7/11 – 9/6/12. She said that Ms. Trombly had proposed no increase to the fee of \$1,500.

Noreen Mavro-Flanders moved approval of the agreement and fee.

Marie Buckner seconded the motion. The motion passed by unanimous vote.

Motion

**CCMHG and BCBS communications with the MA Attorney General regarding state mandates for self-funded municipal groups:**

Carol Cormier said that Noreen Mavro-Flanders and Skip Finnell authorized a letter drafted by Attorney Paul Mulkern to be sent to the MA Attorney General (AG) to voice CCMHG's stance on this matter in hopes that the MA AG will review both the CCMHG and BCBS letters. Ms. Cormier said that there has not been a response to date.

Suzanne Donahue said that BCBS has not received a response yet either.

At Mr. Finnell's request, Carol Cormier said that she would contact Attorney Paul Mulkern and ask that he follow up with the AG's office for a response.

**Wellness Committee Report:**

Maggie Downey, Co-Chair of the Wellness Committee, distributed the proposed FY12 wellness budget and program list that was reviewed at the last Committee meeting. She said that she would review them at the Board meeting following the Committee meeting. Ms. Downey said that the total proposed budget is \$174,475. She said that the budget is lower than the FY11 budget because in FY12, there will be only one Health Improvement Program (HIP) and one Smoking Cessation Program, rather than two of each.

Noreen Mavro-Flanders said that she spoke to Judy Jardin, Wellness Coordinator for Martha's Vineyard (MV) about the possibility of offering a smoking cessation program on the Vineyard. Ms. Mavro-Flanders said that BCBS proposed a smoking cessation program that could be conducted on MV and said additional wellness dollars may be needed. She suggested paying a similar stipend for the MV program.

Maggie Downey suggested approving the FY12 wellness budget as presented and said that the Martha's Vineyard smoking cessation program could be proposed by the MV wellness consultant as a supplement to the budget.

Debra Blanchette made a motion to approve the FY12 budget as proposed.

Motion
--------

Noreen Mavro-Flanders seconded the motion. The motion passed by unanimous vote.

Maggie Downey said that the Wellness Committee discussed sending out an RFP for wellness program consulting, but said that the volume of work in their town positions does not leave time to create one at this time. She said that the wellness consultants have been given notice about the plan to issue an RFP.

**Municipal Health Reform Legislation:**

Ms. Cormier gave an overview of the new legislation, i.e. amendments to Chapter 32B that gives municipalities an expedited bargaining process outside of Ch. 150E to make plan design changes to the level of the Group Insurance Commission's (GIC's) benchmark plan. She also said that the legislation outlines the process to move to the GIC if a municipality can prove savings greater than 5% over what the municipality would save by making plan design changes alone.

Carol Cormier said that she prepared a rough first draft comparison of benefits of the CCMHG health plans with the Tufts Navigator plan, the GIC benchmark plan. She said that the legislation is requiring the GIC to announce its active and Medicare plans with the largest enrollments each year, which will be used as the benchmark plans.

Ms. Cormier said that the CCMHG Rate Saver plans are the close to the current GIC benchmark plan and said that the Committee may want to review the possibility of adding a front-end deductible and increasing copays to the GIC level. She said that the deductible only applies to certain services.

The Committee members asked Ms. Cormier to send them a copy of the GIC deductible and what services are impacted.

Ms. Cormier said that the regulations for the new legislation will be needed to be able to proceed. She said that they may be available within the next few weeks. Ms. Cormier suggested setting up additional Committee meetings to work on a plan of action.

Additional Steering Committee meetings were scheduled: August 10<sup>th</sup>, and September 7<sup>th</sup> in Sandwich at 9:00 a.m. A Steering Committee meeting at 8:30 a.m. and an additional Board meeting at 9:30 a.m. was scheduled on October 5<sup>th</sup> to be held at COMM Fire District.

Previously scheduled Steering Committee meetings are on August 24<sup>th</sup> in Sandwich and September 20<sup>th</sup> to be held on Martha's Vineyard, time and location to be determined. A Steering Committee and Board meeting were scheduled on October 26<sup>th</sup> to begin at 8:30 a.m. and 9:30 a.m. respectfully.

Subsequently, the location of the Steering Committee meetings scheduled on 8/10 and 9/7 were moved to COMM Fire District. The SC meeting scheduled on August 24<sup>th</sup>, was moved to Cape Cod Tech School, Harwich, MA.

Skip Finnell adjourned the meeting at 9:35 a.m.

*Prepared by Karen Carpenter  
Group Benefits Strategies*