

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

**STEERING COMMITTEE**

Wednesday, October 5, 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, October 5, 2011 at the COMM Fire District, Centerville, MA. The following people attended the meeting:

**Committee Members Present:**

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

**Guests Present:**

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| Rich Bienvenue     | CCMHG Treasurer                 |
| John Martis        | Town of Falmouth                |
| Scott Starbard     | Town of Falmouth                |
| Renie Dumont       | Nauset Regional School District |
| Susan Wallen       | Nauset Regional School District |
| Hans Baumhauer     | Nauset Regional School District |
| Sandra Fife        | Town of Dennis                  |
| Deborah Heemsoth   | Town of Dennis                  |
| Marc Dupuis        | Falmouth Public Schools         |
| Rex Peterson       | Town of Truro                   |
| Cynthia Slade      | Town of Truro                   |
| Dawn Rickman       | Town of Wellfleet               |
| Charles Frazier    | Town of Eastham                 |
| William Piltzecker | Town of Eastham                 |
| Kyle Morse         | Town of Eastham                 |
| Bud Dunham         | Town of Sandwich                |
| Robert Whritenour  | Town of Oak Bluffs              |
| Verna Lafleur      | Hyannis Fire District           |
| Judy Sprague       | COMM Fire District              |
| Susan Stoltz       | Barnstable Fire District        |
| Robert Cecile      | Barnstable Fire District        |
| Rose Crosby        | Upper Cape Cod Tech             |
| Teresa Johnson     | Sandwich Water District         |
| John Kelly         | Town of Orleans                 |
| Myra Suchenicz     | Town of Orleans                 |
| Robert Howard      | Bourne Recreation Authority     |
| Linda O’Brien      | Town of Provincetown            |

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| Pam Hudson          | Town of Provincetown               |
| Peter Johnson-Staub | Town of Yarmouth                   |
| Bill Hickey         | Harvard Pilgrim Health Care (HPHC) |
| Suzanne Donahue     | Blue Cross Blue Shield (BCBS)      |
| Bill Rowbottom      | Blue Cross Blue Shield (BCBS)      |
| Fred Winer          | Tufts Health Plan (THP)            |
| 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 September 20, 2011 meeting:**

Marie Buckner motioned to approve the minutes of the September 20, 2011 meeting.

Gerry Panuczak seconded the motion. The motion passed by unanimous vote.

Motion

**Recommendations for CY12 Officers and Steering Committee membership:**

Marie Buckner said that the current officers and Steering Committee members are as follows:

Board Chair – Noreen Mavro-Flanders, County of Dukes County;

Board Vice-Chair – Marie Buckner, Town of Sandwich;

**Steering Committee:**

Chair – Francis “Skip” Finnell, Dennis Yarmouth RSD,  
 Heather Harper, Town of Falmouth,  
 Noreen Mavro-Flanders, County of Dukes County,  
 Margaret Downey, Barnstable County,  
 Debra Blanchette, Town of Barnstable,  
 Marie Buckner, Town of Sandwich,  
 Gerry Panuczak, Town of Chatham,  
 Sue Milne, Town of Yarmouth,  
 Erin Orcutt, Cape Cod Regional THS

Marie Buckner made a motion to recommend Noreen Mavro-Flanders as Chair and Gerry Panuczak as the Vice-Chair to the Board and keep all Steering Committee members.

Motion

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

**Proposed changes to plan design features:**

Skip Finnell asked if there were any other changes that may have been overlooked.

Carol Cormier said that BCBS now says it can make changes to the Master Medical plan. She said that BCBS needs to confirm that the out-of-pocket (OOP) maximum for the indemnity plans can be set to match that of the other plans.

Suzanne Donahue said that BCBS confirms that they can have the same OOP maximum for the EPO and PPO plans and is looking into the Master Medical plan OOP maximum.

Carol Cormier said that the Steering Committee is recommending changing the benefits of the Master Medical plan to those of the proposed Master Health Plus plan so if this is the direction the Board goes in, we would not need to be concerned with Master Medical plan design features.

Gerry Panuczak asked if the benefits will remain the same.

Carol Cormier said that in the proposal the benefits are staying the same, but the cost sharing is changing by increasing the co-pays and adding a deductible.

Carol Cormier reviewed the estimates of savings as calculated by the health plans and by Segal Company. She said that in all cases with the exception of the indemnity plans, the BCBS and Segal estimates were very close.

Gerry Panuczak made a motion to recommend to the Board to adopt the following plan design changes effective July 1, 2012:

- change the plan design features of the BCBS Legacy and Rate Saver EPO and BCE PPO Legacy and Rate Saver plans to the BCBS plan design features described on the charts; and further,
- change the plan design features of the HPHC Legacy and Rate Saver EPO and PPO Legacy and Rate Saver plans to the HPHC design features described on the charts; and further,
- change the plan design feature of the BCBS Master Health Plus and Master Medical plans to the plan design features described on the charts; and further,
- make no changes to the Master Medical Medicare Carveout A plan (8 enrollees).

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

Board Voting Process – Carol Cormier said that GBS created a ballot for each governmental unit and a sign-in sheet to record who received a ballot. She said that the ballots will be collected and tallied and the result will be reported at the Board meeting.

**Treasurer’s Report:**

Rich Bienvenue, CCMHG Treasurer said that he will give the full report at the Board meeting following the Steering Committee meeting. He said that the financial reports through August 31, 2011 show a small loss to date, but said that is not reflective of where the group stands. He said that the unrealized gain on investments is the same as it was this time last year. He said that the cash flow projections will begin in September.

Maggie Downey joined the meeting.

**Proposed changes to plan design features:**

Skip Finnell asked if there were any questions prior to the Board meeting regarding the new legislation and the proposed plan design changes.

Carol Cormier said that GBS has been receiving questions regarding the number of plans. She suggested clarifying at the Board meeting that the proposal is for one menu of plans. Ms. Cormier said that she asked Segal Company to complete the independent review and said that their estimated savings affirmed what the carriers estimated. She said that all of the units will need this data when putting together their proposal to the IACs and PECs. Ms. Cormier said that the health plans will give her their claims projections for the FY13 rates in December and the rate projections will be ready for the Steering Committee to review in January.

Heather Harper joined the meeting.

Carol Cormier said that the employers can be working on their mitigation proposals prior to receiving the rate information.

Skip Finnell said that he will be meeting with the Cape Cod Council of Selectmen next Thursday at Ardeo’s Restaurant at 7:30 a.m. and said that the Segal Co. actuary will be there. He invited all to attend.

John Kelly asked what constituted a Board quorum.

Carol Cormier said that one third of the Board Delegates need to be present and a passing vote requires two-thirds of those present, so 12 of the 36 members.

Hans Baumhauer said he thought there was some mention about a spreadsheet that would be sent to everyone to use when calculating individual municipalities' savings.

Ms. Cormier confirmed this. She said that the employers need the rates in order to do the final cost savings analyses.

Carol Cormier said that the municipalities will need to wait to call a Section 21 IAC meeting until the fiscal year 2013 rate projections are known, their cost savings analysis is completed and the mitigation proposal finalized.

The health plan representatives explained what medical services the deductible applies to and what services count towards the out-of-pocket maximum.

Skip Finnell said that the Committee discussed making changes that were half of what has been proposed, but the consensus was that it would be disruptive and erosive to make smaller changes each year than it would be to produce market effective plan design and rates that would last several years.

There were questions about different medical scenarios and how the deductible and copays would be applied.

Skip Finnell said that additional questions would be answered at the end of the Board meeting.

**Other Business:**

There was no other business. Heather Harper made a motion to adjourn.

Debra Blanchette seconded the motion.

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| Motion |
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Skip Finnell adjourned the meeting at 9:15 a.m.

*Prepared by Karen Carpenter  
Group Benefits Strategies*