

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

STEERING COMMITTEE

Wednesday, December 20, 2006, 8:30 AM
Town of Sandwich Municipal Office Building
16 Jan Sebastian Dr., Sandwich, MA

MEETING MINUTES

A meeting of the Steering Committee of the Cape Cod Municipal Health Group (“CCMHG”) was held on Wednesday, December 20, 2006, at the Municipal Office Building, Sandwich, MA. The following people attended the meeting.

Committee Members Present:

Bob Whritenour, Chair	Town of Falmouth
Noreen Mavro-Flanders, Board Chair	Dukes County
David Withrow	Town of Orleans
Marie Buckner	Town of Sandwich
Robert Canevazzi	Town of Dennis
Roland “Bud” Breault	Town of Barnstable
Sheryl McMahon	Dennis Water District
Francis “Skip” Finnell	Dennis Yarmouth RSD
Maggie Downey	Barnstable County

Guests Present:

Rich Bienvenue, CPA	CCMHG Treasurer
William Hickey	Harvard Pilgrim Health Care (HPHC)
Suzanne Donahue	Blue Cross Blue Shield of MA (BCBS)
Anne Boisvert	Delta Dental of MA
Carol Cormier	Group Benefits Strategies (GBS)
Lisa Trombly	Group Benefits Strategies (GBS)

Chair, Bob Whritenour called the meeting to order at 8:39 a.m.

Wellness Committee Report:

Maggie Downey said the Wellness Committee met several times this fall and focused on concepts and programs for FY08. She said the Committee is proposing several programs to include the Health Improvement Program (“HIP”) – replacing the Coronary Health Improvement Project (“CHIP”), Walking, worksite screening for cancer and other prevention screenings, and a smoking cessation pilot project. She said the HIP program would run twice on the Cape and one time on the Vineyard during FY08. She asked the Steering Committee to approve the programs for recommendation to the Board and then asked that, if approved, they get presented to each employer.

Bob Whritenour said he would like to see the materials for the HIP program.

Skip Finnell asked how the materials are being developed.

Maggie Downey said that none of the materials are CHIP patented. She said all of the information being supplied is public information and documents. Ms. Downey proceeded to review some of the material and said the CHIP video would not be used once the FY08 programs begin.

Mr. Finnell asked if the HIP program would cost the same as the CHIP program.

Ms. Downey said that there has not been any discussion of price yet because this is just the preliminary stage. She said the only cost would be Dr. Flaherty's time because most of the materials that will be used in the program already belong to Barnstable County.

Skip Finnell said he is not opposed to it at all but just wants to be sure that the Group cover all the bases. He said it is also advised to inform the managers of what is coming up and how important it is to have their support.

Carol Cormier said that getting support from management is important since some of the program proposals are designed around asking the employers to give employees time off. She said it would seem important to know whether managers would be amenable to this approach or not before having the CCMHG approve the programs. She said there could be a negative vote at the Board level, but if some of the larger employers wanted to participate it may be worth doing so.

Dave Withrow said the financial incentive given to the employees seems to mean a great deal to them, and he asked if the Wellness Committee foresees any problem arising from not giving it any longer.

Maggie Downey said it could be offered but that the employee would be getting time off from work to participate, which the Committee thinks may be a sufficient incentive.

Mr. Withrow suggested that the Wellness Committee watch the enrollment closely to see if the financial incentive would be of value in getting participation.

There was a discussion.

Maggie Downey said she would make sure all managers are contacted to get their opinions on the proposed programs and providing some of them on work time. She said she would compose a letter to be sent out.

Skip Finnell asked if the program was available to retirees.

Carol Cormier said the members of the self-funded plans are the primary targets.

Maggie Downey said she thought the programs were open to both active and retired employees. She continued reviewing all of the proposed programs.

Ms. Cormier said *myMedicationAdvisor*® (MMA) has good tools on its website that employees can use in conjunction with the worksite screenings. She said she met with the Heidi Steinitz and Rick Thatcher, MMA, who want to promote the Heart Age and MyHealthMaximizer web tools. She said that these work well in conjunction with the CHIP and HIP programs. She said that she thought the Wellness Committee should meet with MMA people.

Ms. Downey said the Wellness Committee did review doing Personal Health Assessments (PHA) but since it would only be available to BCBS members it was decided not to proceed. She said she would look setting up a meeting with *myMedicationAdvisor*®. She reviewed the cancer prevention screenings program.

Skip Finnell said asking employers to grant a few hours off from work to attend a program was one thing but that to ask for a day off would be harder.

Maggie Downey said she understood this but that the program is age-specific and for only certain individuals. She said it would be important to have the time to attend.

Bob Whritenour said the CCMHG has a mission, and the Wellness Committee is attempting to help get employees healthy. He said the message that needs to go out to managers is that this is what we are trying to accomplish, these are the initiatives, and it would be wise to be proactive.

Maggie Downey said managers ask what is driving our health care costs. She said this, poor health, is what it is and these screenings are necessary to manage those costs.

Sheryl McMahon said it would be important to explain the costs savings. She said if a disease is caught early on the costs are substantially less then if it were not. She said it is important to reveal the big picture as well as the small picture.

Maggie Downey explained the proposed Smoking Cessation pilot program that would be run through Cape Cod Healthcare. She said the program did not cover the cost of patches but believed they were covered through BCBS.

Suzanne Donahue said the patches are covered at the generic level. She said the program could be coordinated with the Public Health Departments.

Bud Breault said he was not sure a support group session on work time is necessary. He said the employee is already being paid a stipend in addition to having the program paid for.

Carol Cormier asked how long the member would need to be smoke-free before they were eligible for the stipend.

Maggie Downey said she was not sure, possibly 12 months. She said she would need to check into this.

Skip Finnell agreed with Bud Breault. He said a support group session should not take place on the employer's time for one year.

There was a discussion relative to the support group and work time.

Ms. Downey said the Wellness Committee recommends no changes with the two wellness consultants. She said if the Steering Committee approves the FY08 programs and tasks, the Wellness Committee would negotiate the hours associated with each consultant and then bring the proposed budget back for approval.

Skip Finnell asked how often the Wellness Committee meets with the coordinators.

Maggie Downey said at least quarterly. She said she realizes this may be costly but that it is very necessary and the money is available.

Bob Whritenour said the Wellness Committee works very hard and gets so many people involved in running meaningful programs. He said he supports the Wellness Committees recommendations.

A discussion followed with regard to getting additional members to be a part of the Wellness Committee.

Maggie Downey said Judie Jardin has asked for a reallocation of her contract hours this year for Martha's Vineyard. Ms. Downey reviewed the proposal submitted by Ms. Jardin and asked the Steering Committee if it were comfortable with the new allocation of hours.

Bud Breault motioned to approve the CCMHG Wellness Proposal for FY07 submitted by Judie Jardin.

Bob Canevazzi seconded the motion. The motion was passed by unanimous vote.

Motion

Approval of the Minutes of the Steering Committee meeting of November 29, 2006:

Skip Finnell moved to approve the minutes of the November 29, 2006 meeting as written.

Motion

Dave Withrow seconded the motion. The motion passed by unanimous vote.

Treasurer's Report:

Treasurer Rich Bienvenue reviewed the income statements of November 30, 2006 (unaudited figures), which he said were unremarkable. Mr. Bienvenue said the fund balance, as of November 30, 2006, was \$21,224,179.

Skip Finnell asked if the balance is what the treasurer expected or simply what was expected for this year for the CCMHG.

Rich Bienvenue said the spending was well below what was projected.

Noreen Mavro-Flanders asked how the FY06 independent audit was coming along.

Mr. Bienvenue said he is working on getting together with Bill Fraher.

Ms. Mavro-Flanders said the Steering Committee would like to have the auditor's report for review before the next meeting, which is scheduled for January 24, 2007.

Mr. Bienvenue said this would not be a problem.

There was a discussion with regard to rate setting.

Sheryl McMahon suggested sending a clear message out by increasing the indemnity plan rates only.

Bob Whritenour said he did not think it was fair to take money from all of the plans, manage it well, and then use it to subsidize some plans while increasing the rates of others.

Bob Canevazzi said he would be interested in getting a legal opinion.

At the Committee's request, Carol Cormier said she would talk with Attorney Kevin Feeley and hopefully would have a legal opinion for the Group by its next meeting.

Bob Whritenour said this discussion should be continued at the rate setting meeting.

After additional discussion, it was agreed that Carol Cormier would send out an email advising employers to expect an estimated rate increase for FY08 of not more than 10% but that this would be firmed up in February.

Investment Committee Update:

Sheryl McMahon distributed the Statement of Investment Policy with proposed amendments. She said the Investment Committee recommends accepting this document as written.

The Committee reviewed the proposals.

Bob Canevazzi motioned to accept the new Investment Policy.

Motion

Noreen Mavro-Flanders seconded the motion.

Sheryl McMahon stated that additional members are needed to be on the Investment Committee. She said Wally Lundstrom will be leaving and that Tom Connolly has already left.

It was unanimously voted to accept the new Investment Policy.

Sheryl McMahon said she would send an email copy of the written policy to all Steering Committee members.

GBS Reports:

Funding Rate Analysis Report – Carol Cormier said the plans are very running well and that the composite expense-to-funding ratio through October was 93.7%.

Level Monthly Deposits – Rich Bienvenue said the BCBS Level Monthly Deposit has changed and was not updated in the GBS report yet. He said the credit would not be as much as listed. Carol Cormier said she would check this with the financial analyst that has been running the reports for GBS.

Stop Loss Reports – Carol Cormier said the stop loss reports for FY05, FY06 and the current policy period of FY07 are included in the packet.

myMedicationAdvisor® - Carol Cormier reviewed the report provided by *myMedicationAdvisor®* and said the program is doing better than projections.

Dave Withrow asked what was happening with the Canadian prescriptions with regard to pricing.

Carol Cormier said the favorable Canadian pricing is eroding and the value of the dollar has declined. She said she could get a more detailed response from *myMedicationAdvisor®*.

Chapter 58 of the Acts of 2006: prosthetics coverage:

Carol Cormier explained the new mandate with regard to prosthetics coverage. She said in the past the Group has always followed the mandates but since it is self-insured, it apparently does not have to adopt them. She said she based this on a memo from the DOI. She said prosthetics can be costly, and this mandate allows for no limits to coverage. She said it is her recommendation to make no changes to the current benefits. She said if the Group decides to not adopt unlimited prosthetics coverage in the future a letter would need to be sent to BCBS and HPHC.

Skip Finnell motioned to provide a letter to both BCBS and HPHC to inform them that CCMHG will not be adopting the prosthetics mandate.

Motion

Bud Breault seconded the motion.

Sheryl McMahon asked if instead of adopting the mandate if the Group could vote to increase the current limits.

There was a brief discussion about limits.

Skip Finnell said he would be in support of a more generous benefit if there was more information and it would not need to be bargained.

Carol Cormier said unions would need to be notified in writing of any benefit changes but since it would be a positive change, it is unlikely that they would ask to bargain over the change.

After discussion, the motion to provide a letter to both BCBS and HPHC to inform them that CCMHG will not be adopting the prosthetics mandate was approved by majority vote. There was one opposition vote.

Request from Town of West Tisbury regarding voluntary dental and potential jointly purchased coverages and services:

Carol Cormier stated that Kathy Logue, Treasurer of West Tisbury, contacted Ginger Hastings, GBSi, who told her about a new type of voluntary dental plan offered by Delta Dental.

Anne Boisvert, Delta Dental, said this plan is a natural progression of plans. She said until now it has only been offered to new clients, but she said she could get a quote for the plan for the CCMHG for the July renewal period but advised it may cost a little more.

Carol Cormier explained another option would be to self-fund the new plan but said she was not certain that this could or should be done with a plan for which the employee pays all. She said she would ask Attorney Kevin Feeley for an opinion on self-insuring the plan with the employee's money.

Dave Withrow asked if Delta Dental is suggesting that the Group self-insure.

Anne Boisvert said Delta Dental was not suggesting it, but said if the Group was to offer the plan it would have the option to go out and self-insure in order to get it.

Bob Whritenour said he appreciates the fact that Kathy Logue thought about this and inquired about it.

There was a discussion about Ms. Logue's other requests pertaining to group purchase of disability insurance and Section 125 plan services.

The Committee did not take any action on the requests.

Health Plan Reports:

Blue Cross Blue Shield – Suzanne Donahue gave an overview of the BCBSMA Medical Plan Comparison report. She said both indemnity programs showed a decrease in their subscriber base over the last 2 years while Blue Care Elect Preferred and Network Blue both increased in membership.

Bob Whritenour asked Ms. Donahue to give a review of the report at the Board meeting on January 31, 2007.

Ms. Donahue said she will need approximately 20 minutes to focus on one component and then suggested having another meeting if an additional component was going to be reviewed.

Harvard Pilgrim Health Care – Bill Hickey said there was nothing new to report at HPHC.

Delta Dental – Anne Boisvert said there was nothing new to report at Delta Dental.

Schedule of future meetings:

Bob Whritenour said the next Steering Committee meeting would be held on January 24, 2007 at 8:30 a.m. in Sandwich. He said there would also be a Steering Committee meeting held on January 31, 2007 at 9:00 a.m. with a Board meeting to follow at 9:30 a.m. He said both January 31st meetings would be at the Barnstable Town Hall.

Other Business:

Bob Whritenour tabled items 9 and 10 of the agenda for the next meeting.

With no other business, Bob Whritenour adjourned the meeting at 11:05 a.m.

*Prepared by Lisa Trombly
Group Benefits Strategies*