

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

**STEERING COMMITTEE**

Wednesday, October 9, 2013 9:15 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 9, 2013 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	County of Dukes County
Gerry Panuczak	Town of Chatham
Joyce Mason	Town of Mashpee
Marie Buckner	Town of Sandwich
Debra Blanchette	Town of Barnstable
Maggie Downey	Barnstable County
Erin Orcutt	Cape Cod Regional THS
Heather Harper	Town of Falmouth

**Guests Present:**

Rich Bienvenue	CCMHG Treasurer
Pam Hudson	Town of Provincetown
Renie Dumont	Nauset RSD
Susan Wallen	Nauset RSD
Robert Howard	Bourne Recreational Authority
Judy Sprague	COMM Fire District
Susan Stoltz	Barnstable Fire District
Mary McIsaac	Town of Harwich
Ryan Gavin	Town of Falmouth Firefighter
Scott Starbard	Town of Falmouth Firefighter
Suzanne Donahue	Blue Cross Blue Shield (BCBS)
Bill Rowbottom	Blue Cross Blue Shield (BCBS)
Bill Hickey	Harvard Pilgrim Health Care (HPHC)
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 9:20 AM.

**Approval of the Minutes of the July 24, 2013 meeting:**

Noreen Mavro-Flanders motioned to approve the minutes of the July 24, 2013 meeting.

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

Motion
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**Acceptance of the Notes of the September 16, 2013 meeting** (no quorum):

Noreen Mavro-Flanders motioned to accept the notes of the September 16, 2013 meeting.

Maggie Downey seconded the motion. The motion passed by a unanimous vote.

Motion

**Proposed Amendment to the Joint Purchase Agreement (JPA), Article 4:**

Carol Cormier said that she didn't receive correspondence from anyone regarding the proposed amendment to add an Alternate Steering Committee member who could vote in the absence of any of the 9 regular Committee members. She said the second reading and vote on the amendment is scheduled to occur at today's CCMHG Board meeting.

Erin Orcutt joined the meeting.

**Election of Officers and Steering Committee for CY14:**

Skip Finnell asked the current Steering Committee members and Officers if they would be willing to continue serving for CY14. All members present said they were willing to serve another year.

**CY14 Senior plan rates:**

Carol Cormier said that the Board voted to change the senior plan renewal date from July 1 to January 1, effective January 1, 2014 and to hold or lower the current Medex and Medicare Enhance plan rates for 18 months. Ms. Cormier said that the HP Medicare Enhance plan's expense-to-funding ratio for July through August is 101.5%. She said she did not recommend reducing that rate. Ms. Cormier said the expense-to-funding ratio for the BCBS Medex plan is 85.6% and said that the Committee could choose to recommend to the Board to lower that rate.

There was a brief discussion.

Jerry Panuczak made a motion to recommend reducing the BCBS Medex rate from \$409 to \$389 for Calendar Year 2014 and to hold the HPHC Medicare Enhance rate at \$323 for Calendar Year 2014..

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

Motion

Heather Harper joined the meeting.

**Treasurer's Report:**

Treasurer, Rich Bienvenue, CPA, distributed the financial statements through June 30, 2013 (unaudited figures). He reported a Total Fund Balance at year end of \$23,848,753, up by almost \$3 million from the prior year. He also distributed canned reports printed from Xero, the new accounting software he will be using and generating reports from going forward. Mr. Bienvenue said the reports can be customized and asked the Committee to review the reports and let him know which reports and format will meet the Committee's needs. Mr. Bienvenue said that the warrant will be uploaded for review, but will not be linked to each transaction. Mr. Bienvenue reviewed each report and said that Read Only access can be given as required. He said that he will have reports through September at the next meeting. Mr. Bienvenue said that he will look into implementing electronic member payments to the bank.

**Other Business:**

*CCMHG Steering Committee meeting, 10/09/2013*

Claims paid for Air Ambulance Services - Noreen Mavro-Flanders said that she requested a report to show the claims costs and frequency of air vac services from Martha's Vineyard to the mainland hospitals.

Carol Cormier said a copy of the BCBS report from July 1, 2012 to September 30, 2013 is included in the meeting packet and said that \$15K is the average cost. She said there were five (5) life flights from Martha's Vineyard and seven (7) on the Mainland for BCBS members.

Bill Hickey said there were two (2) HPHC life flight services provided in FY13 and said the average cost based on their book of business is \$17K. Mr. Hickey said that part of the cost is attributed to a mileage cost of \$0.48 to \$0.97 per mile. He said that the CCMHG emergency room services decreased 14% from FY12 to FY13 and said in FY12 the ER encounters dropped from 1,738 to 1,282. Mr. Hickey said that the increase to the emergency room copays and improved provider contracts are working well to improve the trends. He said that he will send the report to Carol Cormier for distribution to the Committee.

Mr. Finnell asked Ms. Cormier to obtain the same report from BCBS.

Skip Finnell adjourned the meeting at 9:55 a.m.

*Prepared by Karen Carpenter  
Group Benefits Strategies*