

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

**Board Meeting**

Wednesday, January 24, 2018, 10:00 AM

Centerville, Osterville, Marstons Mills Fire Dept., Centerville, MA (COMM Fire District)

**MEETING MINUTES**

A meeting of the Board of the Cape Cod Municipal Health Group (“CCMHG”) was held on Wednesday, January 24, 2018 at 10:00 AM at the Comm Fire District, Centerville, MA. The following people attended the meeting:

**Board Members and Alternates Present:**

Noreen Mavro-Flanders, Board Chair	County of Dukes County
A. Francis (“Skip”) Finnell, Steering Committee Chair	Dennis-Yarmouth RSD
Marie Buckner	Town of Sandwich
Nancy Cushing	Barnstable County
Justyna Marezak	Barnstable County
Bob Whritenour	County of Dukes/ Oak Bluffs
Susan Wallen	Nauset Regional School District
Lisa Vitale	Town of Brewster
Susan Broderick	Town of Brewster
Verna LaFleur	Hyannis Fire District
Jody Hoffmann	Town of Provincetown
Deb Blanchette	Town of Barnstable
Laura Scroggins	Town of Barnstable
Christopher Clark	Town of Harwich
Denise Coleman	Town of Falmouth
Jillian Douglass	Town of Chatham
Rosemary Moriarty	Town of Wellfleet
Cathy Doane	Town of Orleans
Robert Howard	Bourne Recreational Authority
Ray Pirrone	Cotuit and Barnstable Fire Districts
Beth Deck	Cape Cod Collaborative
Leanne Gray	Mashpee Water District
Judy Sprague	COMM Fire District
Krystal Abrams	COMM Fire District
Kathleen Isernio	Monomoy RSD
Jennifer Kelson	Buzzards Bay Water District

**Guests Present:**

Rich Bienvenue	CCMHG Treasurer
Linda Loiselle	Abacus Health Solutions
Ed Aberger	Abacus Health Solutions
Jillian Kiernan	Abacus Health Solutions
Deanna Desroches	CCMHG Wellness Consultant, Mainland
Krystle Rose	CCMHG Wellness Consultant, MV
Brian Callow	Rockland Trust Investments
Barbara Howard	Rockland Trust Investments
Rebecca Tavares	Rockland Trust Investments
Jill Beaumont	Upper Cape THS

Tracy Scalia  
Trisha Maloney  
Miriam Spencer  
Katherine Milligan  
Liana Surdut  
Laurie Barr  
Jon Snyder  
Pam Bennett  
Megan Downey  
Rick Buffington  
Michael Dalmau  
Eric Diamond  
Jackie Rivero  
Bill Rowbottom  
Bill Hickey  
Fred Winer  
Nina Conroy  
Carol Cormier  
Chris Nunnally  
Karen Carpenter

Town of Mashpee  
Dennis Yarmouth RSD  
Town of Wellfleet  
Town of Orleans  
Town of Orleans  
Town of Dennis  
Town of Tisbury  
Town of Tisbury  
Town of Brewster  
Barnstable Fire District  
Hyannis Fire District  
Harwich Fire District  
Town of Eastham  
Blue Cross Blue Shield of MA (BCBSMA)  
Harvard Pilgrim Health Care (HPHC)  
Tufts Health Plan (THP)  
Delta Dental of MA  
Group Benefits Strategies (GBS)  
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Noreen Mavro-Flanders, Chair, called the meeting to order at 10:10 a.m.

**Approval of the minutes of the October 18, 2017 Board meeting:**

Christopher Clark moved to approve the minutes of the October 18, 2017 Board meeting as written.

Denise Coleman seconded the motion. The motion passed by unanimous vote.

Motion
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**Investment Committee and Investment Manager’s Report:**

Deb Blanchette, Investment Committee Chair, said the Board voted at the last meeting to:

1. Combine funds One and Two, with a goal of investing 50% in bonds and 50% in stocks in the combined fund,
2. To increase the monthly deposits into the third fund from \$100K to \$150K per month until the balance reaches \$7 million dollars within approximately 2 years,
3. To change the name of the third fund to “Capital Preservation Fund” and of the combined fund to “Return Seeking Fund”, and
4. To update the investment policy to reflect those changes.

Ms. Blanchette introduced Brian Callow, Rockland Trust Investment Manager for CCMHG.

Mr. Callow distributed the 2<sup>nd</sup> Quarter report and reviewed the two CCMHG funds: (1) Return Seeking, and (2) Capitol Preservation. He reviewed the performances of the funds compared to the benchmarks. Mr. Callow said the fiscal year rate of return for Fund 1 through December, was 4.55%. He said the rate of return for Fund 2 was 0.18%.

Noreen Mavro-Flanders said she favors how the reports have been simplified and now show how they are weighted. She thanked Mr. Callow and the Rockland staff, and they left the meeting.

**Treasurer's report:**

*FY17 audit report* – Noreen Mavro-Flanders said the FY17 audit report has been reviewed and approved by the Steering Committee. She said once the final report is received, it will be sent out to the Board members and added to the CCMHG website.

*Treasurer's report* - Treasurer, Rich Bienvenue, CPA, reviewed an exhibit he created showing the CCMHG Trust Fund Balance over the last 10 years. He said claims have increased three times over since 2001. Mr. Bienvenue reviewed the composition of the FY17 fund balance and said without the investment income and the Medicare Part D subsidy, the fund balance would be \$5 million in deficit. Mr. Bienvenue said the Trust Fund Policy on reserves states that the Fund Balance should be between 8% and 10% of claims of the most recent 12 months. He reported an Operating Loss of \$671K and \$407K investment gain for the year. He reported a Fund Balance of \$16.3M, of which \$12.6M is the health fund and \$3.7M is the dental fund balance.

Mr. Bienvenue said it has been the practice of the Board to consider use of the surplus over the top end of the policy Fund Balance target range. He said the Fund Balance is at 8.96%, which is at the low end of the range. Mr. Bienvenue said the recommendation of the Steering Committee is to not use any of the fund balance to reduce the FY19 rates.

Noreen Mavro-Flanders said what struck her was the triple increase of claims over the past 10 years. She said this is why CCMHG offers the wellness programs and GBS brings cost containment suggestions to be considered. Ms. Mavro-Flanders said the carrier and GBS fee increases are very modest. She said all of the employers need to communicate the wellness programs to their employees.

Mr. Bienvenue continued with his report and noted the FY18 financials through the end of November are the best 5 months of performance of CCMHG ever. He reported a \$13M surplus at the end of November, but said history shows claims at their highest during the second half of the fiscal year. Mr. Bienvenue said CCMHG can't count on the surplus remaining that high.

Christopher Clark made a motion to accept the Treasurers report.

Motion
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Deb Blanchette seconded the motion. The motion passed by a unanimous vote.

**Wellness Committee Report:**

Vineyard Wellness Report – Krystle Rose, wellness consultant for Martha's Vineyard (MV), said the *Couch to 5K* was run again this fall, with a goal of running the *Turkey Trot*. She said participants trained for 9 weeks and noted participation grew from last year. Ms. Rose said there was an overall weight loss of 83 pounds. She said 39 members signed up for the *Maintain Don't Gain Holiday Challenge* and said the participation and tracking has been great.

Ms. Rose said a new program offered this year for the month of December was the *Mile-a-Day Challenge*. She said 41 people signed up and said the program builds healthy habits. Ms. Rose said she is going to bring this program back next year. Ms. Rose said two Biometric Screenings will be held in February and March and said a seminar on how to cope with mental health issues is coming up. She said the lecture also talks about the challenges of retirement and how to keep emotionally healthy.

Ms. Rose said the new MV Health & Wellness website is up and running at [www.ccmhgmarthasvineyard.com](http://www.ccmhgmarthasvineyard.com)

Mainland Wellness Report - Deanna Desroches, wellness consultant for the Mainland, reviewed the program updates. She said the November newsletter was published and distributed. Ms. Desroches said the portal utilization is up, and there are now 359 members using it as of December. She said there are a number of

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health fairs she will be attending, with screenings as well. Ms. Desroches said she is trying to schedule the *Couch to 5K* program in late spring. She said she wants to encourage the participants to continue with the programs on their own after the programs end.

Ms. Desroches reviewed the upcoming programs to include stress reduction workshops, nutrition, healthy cooking and the spring *Walking Challenge*.

Marie Buckner said all of the units are eligible for a Wellness Grant and said the application is available on the CCMHG website at [www.ccmhg.com](http://www.ccmhg.com).

**Steering Committee report:**

*Diabetes Rewards Program* – Skip Finnell said the Committee and Board heard a presentation from Livongo diabetes management program and the Board will hear about the enhancements available from Abacus Health Solutions to its diabetes program following his report.

*CanaRx* – Mr. Finnell said the myMedicationAdvisor® program ended on October 31, and the members are now utilizing the CanaRx international prescription drug purchasing program directly since November 1<sup>st</sup>.

*Marketing of the CCMHG wellness programs* – Mr. Finnell said the Committee is looking into the possibility of hiring a marketing company to promote the various CCMHG wellness programs to its members.

*FY19 Rate Projections* – Mr. Finnell said more to come about this item later in the meeting.

*Meeting with the Managers and Superintendents* – Mr. Finnell said the Steering Committee is looking for a couple of people to help coordinate the March 23<sup>rd</sup> Managers' meeting. He said for those who would like to volunteer, there will be a short meeting following the Board meeting.

*GBS Workshop, MMRA, and the GBS High Performance Health Plans* - Chris Nunnally, GBS, said he is working on health care initiatives that will improve the health of its members and also provide a positive return-on-investment (ROI). He said the initiatives include telemedicine, carving out prescription drugs, Pay for Play wellness programs, smart shopping tools, and chronic care case management programs. He said GBS is hearing presentations from a number of vendors and will be putting together a package of recommended programs for the Board to consider.

Noreen Mavro-Flanders said GBS has been working at bringing cost savings solutions to CCMHG. She thanked GBS for their hard work.

**Enhancements to the Diabetes Rewards Program – Abacus Health Solutions:**

Linda Loiselle introduced Ed Aberger and Jillian Kiernan and said the Diabetes Rewards Program quarterly report will be ready at the end of March. Ms. Loiselle said to further improve diabetes self-management, outcomes and costs for CCMHG, Abacus has added enhancements to the current diabetes program. She said the enhancements should increase participation, add clinical support, and allow for better tracking of glucose levels.

Ms. Loiselle said the current program encourages members to work with their physicians to complete the 5 diabetes care guidelines, and as an incentive, they will receive their diabetic supplies and medications at \$0 copay. She said the enhancements also focus on self-management, but with the addition of another nurse educator and pharmacist, better tracking of glucose management, a new Accu-Check Guide monitor and free test strips. She said the member's results are automatically entered into the monitor, can be uploaded to a smartphone and sent to Abacus.

Ed Aberger explained the advantages of the new Bluetooth enabled blood glucose monitor. He said the program is voluntary and said technology is continually advancing. Mr. Aberger said the new program will save CCMHG costs on the test strips due to negotiations by Abacus to reduce their per strip cost.

Linda Loiselle said the participant will still need to complete the 5 care guidelines to receive their medications at \$0 cost, but the meter and test strips will be free regardless of whether or not the member has met the care guidelines. She noted if someone is not testing, the free strips will not be sent.

Ms. Loiselle said the program will be launched in February, with 2 different letters. One letter will go to existing participants and the other to un-enrolled eligible participants.

**Planning for informational meetings about HSA-Qualified plans:**

Carol Cormier said the implementation of the Cadillac Tax has now been delayed to the year 2022. She said the lower rates of the HSA-Qualified plans will help reduce or eliminate the employer's burden from the Cadillac Tax. Ms. Cormier asked employers to let her know if they plan on adding the HSAQ plans for, July 1, 2018. She said the health plans need to know to send out materials, and GBS needs to know to request group numbers. She said she will send out an email to remind everyone to respond.

Ms. Cormier said to date, there are about 230 employees enrolled in HSA Qualified plans. She said most are over age 40, and most enrollments are Family plans.

Ms. Cormier said GBS will be holding a Benefits Administrators Meeting on April 11<sup>th</sup>, at 10 AM at COMM Fire District.

Subsequently, the April 11<sup>th</sup> meeting was changed to March 27.

**GBS Report:**

Funding Rate Analysis (FRA) - Ms. Cormier reviewed the FY18 FRA through December and said the summary page is included in the packet. She said the full report was emailed to the Board. Ms. Cormier said that the December claims were up, but said the paid claims and related expenses were 85.2% of the funding rate revenues. Ms. Cormier also said the reinsurance reimbursements and fees are included in the report. She said the dental funding expenses were at 91.4% of rate revenues.

**Planning for a meeting for Managers and elected officials in early 2018:**

Noreen Mavro-Flanders said the meeting will be held at Cape Cod Technical High School. She said there will be a meeting following the Board meeting today and asked anyone who is interested to attend.

**FY19 rates - vote:**

Carol Cormier said the Steering Committee, based on the Treasurer's and Auditor's reports, are recommending a 6% increase to all health plan rates. She said the Committee is also recommending a 0% increase to the dental plans.

Noreen Mavro-Flanders said to contact Carol Cormier if anyone would like a copy of the full rating packet. She said the Steering Committee meetings are open meetings that anyone can attend and hear the process of determining the proposed rates.

Skip Finnell made a motion to approve the FY19 rates as recommended by the Steering Committee and included in the meeting packets.

Motion

Christopher Clark seconded the motion. The motion passed by a unanimous vote.

**Health Plan Reports:**

Noreen Mavro-Flanders gave a brief description about the Group Insurance Commission’s plans to cut plans down to Unicare, Neighborhood Health and Health New England.

Carol Cormier said it seems like the GIC is making itself less attractive to join.

Subsequently the GIC abandoned its plan to eliminate health plans for FY19.

*Harvard Pilgrim Health Care (HPHC)*– Bill Hickey reminded the Board to let the health plans and GBS know which plans they are offering for FY19. He also asked them to let the carriers know about their open enrollment health fair dates, times and locations.

Carol Cormier noted to let CanaRx and Abacus Health Solutions know as well.

*Tufts Health Plan* – Fred Winer reminded everyone about the new Medicare ID cards coming out with generic numbers. He said the mailings will begin in April and take up to 18 months to complete.

*Delta Dental of MA* – Nina Conroy said Delta Dental now has a mobile app and cost estimate tools available for its members. She said to contact her for flyers.

**Other Business:**

Noreen Mavro-Flanders said the next Steering Committee meetings are scheduled for February 28<sup>th</sup> at the Sandwich Town Hall at 9:00 AM, and March 23<sup>rd</sup> following the Managers Meeting at Cape Cod Technical High School. She said the next Board Meeting was scheduled for April 25<sup>th</sup> at 10:00 a.m., with a Steering Committee Meeting at 9:00 a.m. She said the location will be sent out prior to the meetings once it is confirmed.

There was no other business.

Skip Finnell moved to adjourn the meeting.

Motion

Christopher Clark seconded the motion. The motion passed by unanimous vote.

Noreen Mavro-Flanders adjourned the meeting at 11:47 a.m..

*Prepared by Karen Carpenter  
Group Benefits Strategies*