

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

Steering Committee Meeting
Wednesday, January 24, 2018 9:00 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, January 24, 2018 at 9:00 AM at the COMM Fire District, Centerville, MA

The following people attended:

Steering Committee Members Present:

Skip Finnell, Steering Committee Chair	Dennis-Yarmouth RSD
Noreen Mavro-Flanders, Board Chair	County of Dukes County
Denise Coleman	Town of Falmouth
Erin Orcutt	Cape Cod Regional THS
Debra Blanchette	Town of Barnstable
Marie Buckner	Town of Sandwich
Deb Heemsoth	Town of Dennis
Christopher Clark	Town of Harwich

Guests Present:

Rich Bienvenue, CPA	CCMHG Treasurer
Jody Hoffmann	Town of Provincetown
Michael Dalmau	Hyannis Fire District
Trisha Maloney	Dennis-Yarmouth RSD
Jeff Morassi	MA Teachers Association
Bill Hickey	Harvard Pilgrim Health Care (HPHC)
Garbrielle Pitcher	Blue Cross Blue Shield of MA (BCBS)
Bill Rowbottom	Blue Cross Blue Shield of MA (BCBS)
Fred Winer	Tufts Health Plan
Carol Cormier	Group Benefits Strategies (GBS)
Chris Nunnally	Group Benefits Strategies (GBS)
Karen Carpenter	Group Benefits Strategies (GBS)

Skip Finnell, Steering Committee Chair, called the meeting to order at 9:08 AM.

Approval of minutes of the January 17, 2018 meeting:

The minutes of the January 17th minutes were not available.

Review of the FY19 rate recommendations:

Treasurer, Rich Bienvenue, distributed and reviewed the fund balance analysis for consideration when setting the FY19 rates. He said the fund balance on June 30, 2016 was \$16,607,531 and the audited end of year fund FY17 balance totaled \$16,342,998. Mr. Bienvenue noted that \$12M of the total fund balance is the health care fund. He said there was an \$8.96 million surplus at the end of the fiscal year, which he said is at the low end of the trust fund policy range.

Mr. Bienvenue reported a Trust Fund balance of \$29,568,810 at the end of November 30, 2017. He said this is the best start to the year CCMHG has had over the last five years, but said it is only the first 5 months of the year and he didn't recommend counting on the current surplus. Mr. Bienvenue reviewed the composition of the fund balance and said without the investment income and the Medicare Part D subsidy, the fund balance would be in deficit.

Noreen Mavro-Flanders noted the current claims are three times higher than they were in the year of 2001.

Information on the timing of cost containment proposals and meetings to review proposals:

Chris Nunnally said the RFP will be going out next week for the prescription Carve-out. Mr. Nunnally said the only difference the member will see is that they will have an extra ID card for prescription coverage. He said PBX will also be able to identify members taking prescriptions eligible under the CanaRx program and will send information about CanaRx to those members.

Chris Clark said the formularies would need to mirror the current HPHC and BCBS formularies.

He suggested setting additional Steering Committee meetings to review the proposals. Mr. Nunnally said CCMHG can opt in to any one or more of the cost savings options that GBS presents.

Bill Rowbottom noted the health fairs are scheduled for March and April and suggested there would not be enough time to implement the program for FY19.

Erin Orcutt cautioned how the change would be perceived by the members and said she favors a slower implementation.

Chris Nunnally said it would be unfortunate to let a perception issue prevent savings that would result in an increase the fund balance.

Erin Orcutt made a motion to hear a presentation with the potential date of Rx Carve-out implementation of July 1, 2019.

Deb Heemsoth seconded the motion.

There was a discussion.

Debra Blanchette said now is the time to begin a review of the information.

Michael Dalmau suggested rolling out the program similar to how the HSA-qualified plans were implemented. He said the educational sessions were very informative and well received.

Carol Cormier said the carriers make formulary changes regularly. She said in this case, the only difference the member would see is a new card.

Denise Coleman said she would like the Committee to work on better promotion of the CanaRx program.

Skip Finnell said he would prefer to review the information at a regular Steering Committee meeting.

A vote was taken on Ms. Orcutt's motion and passed unanimously.

The following meetings were scheduled:

- Steering Committee Meeting – February 28th at 9:00 AM at the Sandwich Town Hall.

- Manager’s Meeting – March 23rd at 8:30 AM at the Cape Cod Regional Tech High School, with a Steering Committee Meeting to follow.
- Benefit Administrator’s Meeting - April 11th at 10:00 AM at COMM Fire District, Centerville, MA if available.

The Benefit Admin. Meeting was subsequently changed to March 27th at COMM Fire District, Centerville, MA at 10:00 AM

- Steering Committee Meeting – April 25 at 9:00 AM & Board Meeting at 10:00 AM at COMM Fire District, Centerville, MA

The location of the SC and BD meetings was subsequently changed to the Barnstable Town Hall, Hyannis, MA

Investment Committee report:

Deb Blanchette said she sent out the proposed policy changes to the Steering Committee for review. She referred to Appendix A.

Brian Callow, Rockland Trust, said the Investment Committee reviewed the policy and made some small changes to comply with the fund changes. He said the Appendix used to have a list of investment funds that were permissible to invest in. Mr. Callow said that limited where the investments were made, so the Committee specified what types of bonds and stocks would be allowable. He said, as discussed at previous meetings, there will now be 2 portfolios. Mr. Callow said the Return Seeking Fund combines Fund 1 and Fund 2, and the more liquid fund is now called the Preservation Fund.

Debra Blanchette said the Return Seeking Fund is going to move towards containing 50% Bonds and 50% Stocks. She said monthly deposits of \$150K are being made into the Preservation Fund , with a goal of reaching \$2 million dollars.

Chris Clark made a motion to recommend the Investment Policy changes to the Board.

Erin Orcutt seconded the motion. The motion passed by a unanimous vote.

Motion

Other Business:

There was no other business.

Erin Orcutt moved to adjourn the meeting.

Motion

Denise Coleman seconded the motion.

Skip Finnell adjourned the meeting at 9:59 AM.

*Prepared by Karen Carpenter
Group Benefits Strategies*