

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

Board Meeting

Wednesday, October 21, 2020 10:00 AM

[REMOTE PARTICIPATION](#)

<https://collaborate.ajg.com/orion/joinmeeting.do?MTID=34061c014f745202b0322cd2b1ccf7d1>

Meeting ID: 997 316 736

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MEETING MINUTES

A meeting of the Board of the Cape Cod Municipal Health Group (“CCMHG”) was held on Wednesday, October 21, 2020 at 10:00 AM. The following people attended the meeting:

Board Members and Alternates Present:

Noreen Mavro-Flanders, Board Chair
A. Francis (“Skip”) Finnell, Steering Committee Chair
Lisa Vitale
Debra Blanchette
Denise Coleman
Erin Orcutt
Susan Wallen
Bob Whritenour
Judy Sprague
Krystal Abrams
T K Menesale
Miriam Spencer
Alexander Williams
Beth Deck
Nancy Cushing
Tracy Scalia
Richard Buffington
Amy Bullock
Megan Downey
Sheryl McMahon
Robert Howard
Nancy Ward
Karen Scichilone
Michael Macmillan
Maureen Fruci
John Kelly
Kelly Sullivan Clark

Dukes County
Dennis-Yarmouth RSD
Town of Brewster
Town of Barnstable
Town of Falmouth
Cape Cod Regional Technical High School
Nauset Regional High School
Town of Oak Bluffs
Barnstable County Retirement
COMM Fire District
Buzzards Bay Water District
Town of Wellfleet
Town of Provincetown
Cape Cod Collaborative
Barnstable County
Town of Mashpee
Barnstable Fire District
Town of Harwich
Town of Chatham
Dennis Water District
Bourne Recreation Authority
Bourne Water District
Cape Cod Lighthouse Charter
Monomoy
North Sagamore Water District
Town of Orleans
Town of Truro

Guests Present:

Rich Bienvenue, CPA
Deanna Desroches
Triva Emery
Brian Callow

CCMHG Treasurer
CCMHG Wellness Consultant, Mainland
CCMHG Wellness Consultant, Vineyard
Rockland Trust Investments

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Barbara Howard
Laura Scroggins
Ellen Bearse
Gayle Clark
Ken Jenks
Sarah O'Reilly
Bob Kademian, RPh
Garbrielle Pitcher
Julie Scansaroli
Bill Hickey
Nina Conroy
Caitlin Marron
Divine Gouda
Fred Winer
Linda Loiselle
Patty Joyce
Chris Collins
Carol Cormier
Joseph Anderson
Karen Quinlivan

Rockland Trust Investments
Town of Barnstable
Monomoy Regional School District
Upper Cape Regional Tech
Dennis Yarmouth RSD
Town of Yarmouth
PBIRx
Blue Cross Blue Shield of MA (BCBSMA)
Blue Cross Blue Shield of MA (BCBSMA)
Harvard Pilgrim Health Care (HPHC)
Delta Dental Plan of MA
EyeMed
EyeMed
Tufts – Retiree Plans
Abacus Health Solutions
Abacus Health Solutions
CanaRx
Gallagher Benefit Services, Inc. (GBS)
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Noreen Mavro-Flanders, Chair, called the meeting to order at 10:04 AM. She said that the meeting was being recorded and asked if there were any objections. There were none.

Ms. Mavro-Flanders asked for a roll call of Board members present who will be voting. The following voting members were present:

Debra Blanchette	Barnstable	Nancy Cushing	Barnstable County
Judith Sprague	Barnstable County Retirement	Richard Buffington	Barnstable Fire District
Robert Howard	Bourne Recreation Authority	Nancy Ward	Bourne Water District
Lisa Vitale	Brewster	T K Menesale	Buzzards Bay Water District
Beth Deck	Cape Cod Collaborative	Karen Scichilone	Cape Cod Lighthouse Charter
Erin Orcutt	Cape Cod Regional Tech	Krystal Abrams	Comm Fire
Megan Downey	Chatham	Sheryl Macmahon	Dennis Water District
Skip Finnell	Dennis Yarmouth RSD	Denise Coleman	Falmouth
Amy Bullock	Harwich	Tracy Scalia	Mashpee
Michael MacMillan	Monomoy RSD	Susan Wallen	Nauset Schools
Maureen Fruci	North Sagamore Water District	John Kelly	Orleans
Alexander Williams	Provincetown	Kelly Sullivan Clark	Truro
Miriam Spencer	Wellfleet	Noreen Mavro-Flanders	Chair/Dukes County

Approval of the minutes of the August 27, 2020 Board meeting:

Skip Finnell motioned to accept the minutes of the August 27, 2020 Board meeting as presented.

Motion

Sheryl McMahon seconded the motion. There was a roll call vote.

Debra Blanchette	yes	Nancy Cushing	yes
Judith Sprague	yes	Richard Buffington	yes

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Robert Howard	yes	Nancy Ward	yes
Lisa Vitale	yes	T K Menesale	yes
Beth Deck	yes	Karen Scichilone	yes
Erin Orcutt	yes	Krystal Abrams	yes
Megan Downey	yes	Sheryl Macmahon	yes
Skip Finnell	yes	Denise Coleman	yes
Amy Bullock	yes	Tracy Scalia	yes
Michael MacMillan	Abstain	Susan Wallen	yes
Maureen Fruci	yes	John Kelly	yes
Alexander Williams	yes	Kelly Sullivan Clark	yes
Miriam Spencer	yes	Noreen Mavro-Flanders	yes

The motion passed by majority vote.

Election of Chair, Vice Chair, and Steering Committee:

Noreen Mavro-Flanders said that this was the annual reorganizational meeting. At a previous Board meeting she and Skip Finnell made a plea to the Board saying that they are both retirees and other people should think about stepping forward to participate in leadership positions. She said they have each been serving CCMHG for more than 25 years, and they would like to make sure that other people know about the system and how it works before they step down.

Skip Finnell said that the Steering Committee met earlier this morning and all current members have agreed to continue participation on the Committee for another year. The Steering Committee is recommending the current membership of the Steering Committee be approved for next year as well as the current positions of Chairman of the Board.

Ms. Mavro-Flanders asked if there were any other nominations. There were none.

Skip Finnell motioned that current Steering Committee and Board officers remain in place for CY21. Sheryl McMahon seconded the motion. There was a roll call vote.

Motion

Debra Blanchette	yes	Nancy Cushing	yes
Judith Sprague	yes	Richard Buffington	yes
Robert Howard	yes	Nancy Ward	yes
Lisa Vitale	yes	T K Menesale	yes
Beth Deck	yes	Karen Scichilone	yes
Erin Orcutt	yes	Krystal Abrams	yes
Megan Downey	yes	Sheryl Macmahon	yes
Skip Finnell	yes	Denise Coleman	yes
Amy Bullock	yes	Tracy Scalia	yes
Michael MacMillan	yes	Susan Wallen	yes
Maureen Fruci	yes	John Kelly	yes
Alexander Williams	yes	Kelly Sullivan Clark	no response
Miriam Spencer	yes	Noreen Mavro-Flanders	yes

Investment Committee Report and Investment Manager's Report:

Debra Blanchette, Investment Subcommittee Chair, said that the Committee met and discussed two main topics. The first was the Statement of Investment Policy. They reviewed the policy dated February of 2015.

In that policy under the section titled Investment Goal and Objectives, it referred to allocation guidelines in Appendix A. There was a sentence that said a maximum of 50% may be invested in Equities and the balance in Fixed Income Securities and/or cash. Ms. Blanchette said that statement was in conflict with Appendix A, which it referenced. The Appendix has Equities with a range between 40 and 65%. The revised recommendation as of October 2020 would be to remove the sentence in the policy so that the policy is compatible with Appendix A. That was brought to the attention of the Steering Committee in the earlier meeting and was approved.

Debra Blanchette motioned to approve the change to the February 2015 Investment Policy and accept the October Investment Policy as presented which removes the conflicting sentence in regards to Appendix A.

Skip Finnell said that the Steering Committee reviewed the change and recommends approval. He seconded the motion. There was a roll call vote.

Robert Whritenour joined the meeting.

Motion

Debra Blanchette	yes	Nancy Cushing	yes
Judith Sprague	yes	Richard Buffington	yes
Robert Howard	yes	Nancy Ward	yes
Lisa Vitale	yes	T K Menesale	yes
Beth Deck	yes	Karen Scichilone	yes
Erin Orcutt	yes	Krystal Abrams	yes
Megan Downey	yes	Sheryl Macmahon	yes
Skip Finnell	yes	Denise Coleman	yes
Amy Bullock	yes	Tracy Scalia	yes
Michael MacMillan	yes	Susan Wallen	yes
Maureen Fruci	yes	John Kelly	yes
Alexander Williams	yes	Kelly Sullivan Clark	yes
Miriam Spencer	yes	Noreen Mavro-Flanders	yes
Robert Whritenour	yes		

The motion carried by unanimous vote.

Debra Blanchette continued with her report. The second topic discussed was the investment of healthy cash on hand. Discussion included IBNR, Fund Balance and the desire to move money for investment over a period of time. A plan was developed to begin December 1, 2020 and over three quarters, moving \$3.4 M each quarter into the current Return Seeking account. Ms. Blanchette said the Committee is comfortable with how the account was invested and decided to add to it rather than open a new account. Investments would take place on March 1, 2021 and June 1, 2021 with the same \$3.4M amount each time. Depending on the market, the plan can be revised but the Steering Committee approved it as presented.

Debra Blanchette introduced Brian Callow and Barbara Howard from Rockland Trust to provide the Investment Report.

Brian Callow, Rockland Trust, said that rather than go over all information in detail, he would provide a brief overview of current market conditions and quarterly performance. Mr. Callow reviewed the Return Seeking account target allocation and portfolio allocation as of 09/30/2020. Allocation is within compliance with a goal of maintaining strength. The portfolio complies with the Investment Policy. The returns show positive results for both the fiscal year and year to date. One-year rate of return is 5.63% and 5 year is 6.10%. There is expected to be volatility through the US elections and afterwards. Covid-19 remains a major impact to the economy. The top five names on the S&P 500 account for 22% of the market earnings.

Debra Blanchett said that part of the reason for waiting until December 1, 2020 for the initial investment of \$3.4M was because of the anticipated volatility with the stock market because of the election.

Wellness Reports:

Martha's Vineyard (MV) Wellness Report – Triva Emery, Vineyard wellness consultant, provided her status report as of October. The CCMHG's Be well-MV, bewell-mv.com website is live. The 8-week series of Reducing Stress with Mindfulness and Meditation was very well received. It was moved from the morning to the evening to accommodate more people, and there has been positive feedback. There have been 13 people registered out of a possible 15. The series is delivered via Zoom and is not recorded. The Mindful Movement series just completed Week 4 of a twelve-week program. Attendance is consistently high. This series is also delivered via Zoom and not recorded for the privacy of participants. The Sleep Workshop scheduled for October 29, 2020 is full and a wait list has been started. The Morning Walk Group has taken a pause due to inconsistent weather. The Saturday Hike Series pivoted to a hike of the week to avoid overcrowding of parking areas and trails and was then cancelled at the request of Owner/Organizations who continue to worry about the popularity of the hikes in the current Covid environment. One-on-one meetings are scheduled with the Executive Director or representative from each Owner/Organization in the coming weeks to discuss future programs since this was a popular series. Details for a Winter Nutrition Programming have been confirmed. Working with Island Grown Initiative, members may register and receive monthly CSA Starter bags. Participants will receive two CSA Starter packages full of local produce, nutrition tips, recipes and other educational materials. Registration is open two weeks prior to the beginning of the next month to allow time for registration and receipt of packages. The Maintain Don't Gain program will be led by Deanna Desroches. Mainland Wellness consultant and Vineyard participants can join in. Much of the program will be independent with weekly email challenges, tips and check-ins. Pending items being worked on are a possible Dance party, Introduction to Trail Riding and Family Cycling.

Mainland Wellness Report – Deanna Desroches, Mainland wellness consultant, said the Couch to 5K hybrid program in Yarmouth wrapped up. The next program is anticipated for March with a site to be determined. An 8-week hiking series will start Sunday October 25, 2020 with locations across the Cape. A retiree program may be offered for the month of November only. There are 686 members registered on the wellness Portal. The FY20 Health Risk Assessment Report is due soon. A total of 126 members completed health risk assessments by August 31, 2020. They will be receiving gift cards in the next week. The Pickleball program was held with great success with 30 registering and 27 completing the program. A Tennis Program is planned for the spring. Monthly challenges are ongoing. November will be a Gratitude Challenge and December will be Maintain Don't Gain. Monthly blended Wellness lectures have been well received. Upcoming for October will be Financial Security and November will be focused on Holiday Stress. There is a Fruit and Vegetable Challenge on the portal that begins next week, trying to maintain 2 fruits and 2 vegetables 4 times per week for four weeks.

Treasurer's report:

Treasurer, Rich Bienvenue, CPA, reviewed financial reports (unaudited figures) through August 31, 2020. He said there was \$48M in the Trust Fund as of 06/30. Current year earnings are \$2.6M. Total equity as of 08/31/20 is \$51.1 M. There has been very good claims experience. The group is in a very good position going into the rate-setting season for the coming year. The FY20 audit is nearing completion. A risk assessment analysis is ongoing with a sub-committee of the Steering Committee to address material deficiencies in previous audits.

Steering Committee Report:

Skip Finnell said that the Steering Committee has had two monthly meetings since the last board meeting. Meetings have concentrated on action items brought up in this Board meeting. Election of officers and rates have been primary focus.

GBS Reports:

Carol Cormier introduced a new senior member of the Gallagher staff, Joseph Anderson, Area Vice-President. He will be attending some of the CCMHG meetings and taking over consulting for a few other Joint Purchase Groups. Ms. Cormier said that she has known Joe for over 10 years. He was formerly the Director of Municipal Business for Fallon Health. She said he is a great addition to the Gallagher staff.

Carol Cormier reviewed the Summary of the year-end *FY20 Funding Rate Analysis report* with data through June (paid claims basis). She said the expense-to-funding ratio was 90.8%. The estimated Funding Surplus of \$13.6M includes \$4M in reinsurance reimbursements from the prior policy year. Dental expense-to-funding ratio was 70.8%. That low figure was due to most dental offices being closed during the pandemic.

Ms. Cormier reviewed the *FY21 Funding Rate Analysis report* with data through September (paid claims basis). The expense-to-funding ratio was 88.3%. All the plans are sufficiently funded. The estimated Funding Surplus of \$4.2M includes \$1.7M reinsurance from the prior policy year. Dental expense-to-funding ratio was 76.7%. This is up slightly from prior months.

Karen Quinlivan reviewed the *Reinsurance reports*. She said the FY20 policy period through September 2020 had 31 claimants with total claims in excess of the \$300K specific deductible of \$4,700,542. Total reimbursements of \$3,948,222 have been received to date with \$752,320 outstanding. She said that there are 55 claimants on the 50% Report with claims totaling \$10,762,772. For the FY21 period, there were 5 claimants on the 50% Report with total paid claims of \$389,124.

Senior Plan Rates for CY21:

Carol Cormier said that there are different types of senior plans offered by CCMHG. The Medex 2 Plan and Harvard Pilgrim Medicare Enhanced are self-funded plans for medical but fully insured for prescription drugs. She reviewed the illustration of BCBS and GBS administrative fees and then reviewed medical claims projections based on 2 years of historical claims. Using projected claims going forward with trend and adding in fees and The Blue Medicare Rx rate, BCBS arrived at \$382.17 for a rate and GBS \$376.07. The current CY20 rate is \$373.00. The CY21 recommendation is for a rate of \$376.00, which is a .8% increase. The same calculation exercise for Harvard Pilgrim Medicare Enhanced resulted in a 0% recommended increase from the current rate of \$374.00. The other rates illustrated on the proposed rate summary were for the fully insured plans from Blue Cross and Tufts.

BCBS - Gabrielle Pitcher said Medicare HMO Blue is a plan regulated by CMS. The CY21 rate is \$410.03, which is a 4% increase. Prescription drugs are rolled into this plan as a whole. Managed Blue for Seniors has a rate for CY21 of \$376, which is a 1.1% increase.

Tufts- Fred Winer said that because of a small block of subscribers on the Medicare Supplement with PDP, it is manually rated. The CY21 rate of \$428.00 represents a 7.5% increase. The Tufts Medicare HMO CY21 rate is \$341.00, which is an increase of 4.3%.

Skip Finnell said that the Steering Committee is recommending CY21 rates as presented, and he motioned acceptance of the rates as follows:

Motion

Medicare HMO Blue: \$410.03
Managed Blue for Seniors: \$376.00
Tufts Medicare Supplement with PDP Plus: \$428.00
Tufts Medicare Preferred HMO: \$341.00
BCBS Medex: \$ 376.00
HPHC Medicare Enhance: \$374.00

Sheryl McMahon seconded the motion. There was a roll call vote.

Debra Blanchette	yes	Nancy Cushing	yes
Judith Sprague	yes	Richard Buffington	yes
Robert Howard	yes	Nancy Ward	yes
Lisa Vitale	yes	T K Menesale	yes
Beth Deck	yes	Karen Scichilone	yes
Erin Orcutt	yes	Krystal Abrams	yes
Megan Downey	yes	Sheryl Macmahon	yes
Skip Finnell	yes	Denise Coleman	yes
Amy Bullock	yes	Tracy Scalia	yes
Michael MacMillan	yes	Susan Wallen	yes
Maureen Fruci	yes	John Kelly	yes
Alexander Williams	yes	Kelly Sullivan Clark	yes
Miriam Spencer	yes	Noreen Mavro-Flanders	yes
Robert Whritenour	yes		

The motion carried by unanimous vote.

MMRA Report:

Noreen Mavro-Flanders said that at the last MMRA Board meeting it was agreed that information regarding the OptiMed program would be sent to the Benefit Administrators for distribution to employees. Some governmental units have not responded as to whether this information has been distributed yet. OptiMed cannot do outreach until information has been sent to employees. Ms. Mavro-Flanders urged governmental units to let GBS now whether this has been sent. She said it would be appreciated.

Carol Cormier said that after the meeting she would be sending a list of the governmental entities that have indicated that they have sent out material. This info should go to employees and early retirees on active employee plans. The program is voluntary and will require the mailed information. She said that the PBIRx report that will be presented shortly, will point out the high cost of specialty medications. This program is an effort to help keep those costs down while also providing a cost savings and convenience for the members. Member cost share has been removed for this program.

PBIRx Report:

Bob Kademian, RPh from PBIRx provided reporting through the month of September. He said that the estimated per member per month costs including rebates were \$100.64 last year and \$103.21 this year. The increase was 2.6%, which was not bad considering drug prices were going up 9.8% this year. Specialty drugs went up from 53.57% to 57.23%, which was an increase of 6.8%. Blue Cross Rx costs were up 10.4% net of rebates and Harvard Pilgrim costs were down 17% versus last year. OptiMed should help to bring some of these specialty costs down.

CanaRx – Chris Collins said that he just got the third quarter reports the other day, and it looks like the group is on track for an annual savings of \$586,548. That only represents prescriptions for several hundred people. A targeted mailing should be going out within the month. He encourages Benefit Administrators to contact him to promote savings via Zoom meetings for employee education.

Abacus Annual Report on the Diabetes Care Rewards Program:

Linda Loiselle presented the overview of the program and goals. She emphasized that there are lot of competing programs out there and what differentiates the Diabetes Care Program is the drive for people to see the evidence based standards of care for their condition and to drive patients to their doctors to comply with the care recommendations. This closes gaps in care, reducing hospitalizations and improving overall health.

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Patty Joyce said there were 262 members enrolled and of those 48% were adherent with 65% adherent for the last 12 months. There were 2,947 total scripts with \$79,882 in copay waivers. Medication costs totaled \$1,332,769. Estimated savings to the group for the current year was \$2,694,903. Rebates distributed to date include Q1 rebates of \$10,635, Q2 of \$11,430, and Q3 of \$46,170. Rebates continue to be an excellent way to offset Program fees and will increase as more members become adherent in the Program. There will be an additional rebate check due to the group soon. Updates were also provided regarding member outreach, glucose monitoring, surveys and future initiatives.

COVID-19 update:

Harvard Pilgrim - Bill Hickey reviewed the latest Covid-19 report from Harvard Pilgrim as of October 15, 2020. There were 41 positive cases, 543 potential and 365 negative. There have been 3 inpatient admissions. Total inpatient costs were \$135,199. Total treatment and testing costs were \$ 276,555. The same report for the Medicare Enhanced group showed 3 confirmed positives, 52 potential and 17 negative. Total treatment and testing costs were only \$315.

Blue Cross - Gabrielle Pitcher said that a Covid-19 report would be forwarded shortly.

Health Plan reports:

BCBSMA – Gabrielle Pitcher said that changes to the Blue Medicare Rx formulary will be coming soon. Virtual open enrollments for seniors are available or phone lines can be set up for questions. If units are interested, they should contact Julie Scansaroli.

EyeMed – Caitlin Marron said that she will soon be going out on maternity leave and introduced Nivine Gouda from the National Account Management team who will be covering for her while she is out.

Other business:

Next meetings –

Noreen Mavro-Flanders said the next Steering Committee meeting dates will be on

Wednesday, November 18, 2020 at 9:00,
Wednesday December 16, 2020 at 9:00,
Wednesday January 13, 2021 at 9:00, and
Wednesday January 27, 2021 at 9:00 (rate setting discussion).

The next Board meeting will be

Wednesday, February 3, 2021 at 10:00 AM (annual rate-setting meeting).

There was no other business.

Skip Finnell motioned to adjourn the meeting.

Nancy Cushing seconded the motion. There was a roll call vote.

Debra Blanchette	yes	Nancy Cushing	yes
Judith Sprague	no response	Richard Buffington	yes
Robert Howard	yes	Nancy Ward	no response
Lisa Vitale	yes	T K Menesale	yes
Beth Deck	yes	Karen Scichilone	yes
Erin Orcutt	no response	Krystal Abrams	no response
Megan Downey	yes	Sheryl Macmahon	yes

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Skip Finnell	yes	Denise Coleman	yes
Amy Bullock	yes	Tracy Scalia	yes
Michael MacMillan	yes	Susan Wallen	yes
Maureen Fruci	yes	John Kelly	yes
Alexander Williams	yes	Kelly Sullivan Clark	yes
Miriam Spencer	yes	Noreen Mavro-Flanders	yes
Robert Whritenour	no response		

The Chair, Noreen Mavro-Flanders, adjourned the meeting at 12:06 P.M.

*Prepared by Karen Quinlivan
Gallagher Benefit Services, Inc.*