

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

Steering Committee Meeting
Wednesday, November 16, 2022, 9:00 AM

**Barnstable County Offices
Mary Pat Flynn Conference Room
3195 Main St. Barnstable MA 02630**

MEETING MINUTES

A meeting of the Steering Committee of the Cape Cod Municipal Health Group (“CCMHG”) was held on November 16, 2022 at 9:00 AM at the Barnstable County offices 3195 Main St Barnstable MA 02630.

Steering Committee members present:

Erin Orcutt, Steering Committee Chair
Noreen Mavro-Flanders, Board Chair
Debra Blanchette
Laurie Barr
Michael MacMillan
Susan Wallen
Robert Whritenour
Beth Deck

Cape Cod Regional Tech
County of Dukes County
Town of Barnstable
Town of Eastham
Monomoy RSD
Nauset RSD
Town of Yarmouth
Cape Cod Collaborative

Guests present:

Rich Bienvenue, CPA
Deanna Desroches
TK Menesale
David Flynn
Robert Howard
Jean Garvey
Caroline Burnham
Lauren McCallum
Bob Kademian, RPh
Patty Joyce
Jim Riley
Joseph Anderson
Marianna Gil
Karen Quinlivan

CCMHG Treasurer
CCMHG Wellness Consultant (Mainland)
Hyannis Fire
Dennis Yarmouth RSD
Bourne Recreation Authority
Buzzards Bay Water District
Blue Cross Blue Shield of MA (BCBSMA)
Harvard Pilgrim Health Care
PBIRx
Abacus Health Solutions
CanaRx
Gallagher Benefit Services, Inc. (GBS)
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Erin Orcutt, Steering Committee Chair, called the meeting to order at 9:13 AM.

Approval of Minutes of the October 19, 2022 Steering Committee Meeting:

Motion

Noreen Mavro-Flanders motioned to approve the minutes of October 19, 2022 as presented.

Laurie Barr seconded the motion.

The motion passed by unanimous vote.

Beth Deck said that the Steering Committee did not vote on the rate approval as intended when the Steering Committee reconvened, therefore the Steering Committee should recommend the rates to the Board again today for ratification.

Treasurer's report:

Treasurer Richard Bienvenue, CPA reviewed the financial reports of September 30, 2022 (unaudited figures). Mr. Bienvenue provided a brief overview of the financial position. The trust fund income statement showed income for the quarter of \$765,735. Investment income had a loss of over \$1M. The market has been very volatile lately. There was a substantial collection of reinsurance. The dental fund is performing well despite the premium holiday.

GBS Reports:

Joseph Anderson reviewed the *FY23 Funding Rate Analysis (FRA) report* with data through September 30, 2022 (paid claims basis). The composite expense-to-funding ratio was 90.5%. The estimated Funding surplus was \$3,619,712. Dental expense-to-funding ratio was 81.8% with a surplus of \$288,176.

Karen Quinlivan reviewed the *Reinsurance reports*. She said the FY22 policy period through September 2022 had 23 claimants with total claims in excess of the \$400K specific deductible of \$3,195,374. Total reimbursements of \$2,740,174 have been received to date with an outstanding amount due of \$455,200. She said there are 44 claimants on the 50% Report with claims totaling \$12,064,668. For the FY23 period through September there are no members on the excess or 50% report yet.

Steering Committee membership:

There are currently openings for two individuals on the Steering Committee, given the inability of Deborah Heemsoth to continue and the retirement of Skip Finnell. Communication was sent asking for any interested members to communicate their interest.

Erin Orcutt said that two members were in attendance today who had expressed interest in joining the Steering Committee. She asked them to introduce themselves and say a few words about their history with the group.

TK Menesale introduced herself. She is currently the Clerk Treasurer for Hyannis Fire District. She has been there since May, but prior was the Clerk Treasurer for Buzzards Bay Water District and before that for the Town of Chatham. She has been attending meetings since 2020 and is interested in serving.

David Flynn introduced himself as the Director of Finance and Operations for the Dennis Yarmouth Regional School District. His interest in the group is to continue to represent the school district on the committee after the retirement of Skip Finnell. His background in finance and operations would also be beneficial to the committee.

Beth Deck offered to remain as the voting alternate on the Steering Committee since she is retiring at the end of June. This would allow the new interested members to be permanent voting members.

CCMHG Steering Committee Meeting November 16, 2022

Erin Orcutt motioned to recommend to the Board TK Menesale and David Flynn to the CCMHG Steering Committee.

Motion

Debra Blanchette seconded the motion. The vote passed by unanimous vote.

Other Business:

The idea of a hybrid meeting format was brought up for future meetings. The hybrid meeting format for Board meetings does not allow for the elimination of roll call voting. It would be a requirement. Steering Committee members felt that Board meetings are important and it is not too much to ask for in-person participation four times a year.

The CCMHG Board Meetings were set for 10:00 AM on February 8, 2023, April 26, 2023, July 26, 2023 and October 25, 2023. The location will be Barnstable County Offices, the Mary Pat Flynn Conference Room 3195 Main St Barnstable, MA 02630.

The next Steering Committee meetings were set for 9:00 AM on December 14, 2022, February 1, 2023, February 8, 2023, July 26, 2023, and October 25, 2023. Additional meetings will be scheduled in the near future. The December meeting will be tested as a hybrid meeting with technical assistance from the IT team at Barnstable County in case the desire for future hybrid meetings is strong.

There was no other business.

Susan Wallen motioned to adjourn the meeting.

Motion

Laurie Barr seconded the motion. The motion passed by unanimous vote.

Chair, Erin Orcutt, adjourned the meeting at 9:53 AM.

*Minutes prepared by Karen Quinlivan
Gallagher Benefit Services, Inc.*