

**Clinton-Essex-Warren-Washington
Health Insurance Consortium**

P.O. Box 455
Plattsburgh, NY 12901

DATE: June 4, 2020
KIND OF MEETING: Board of Directors Meeting
PLACE: Remote Via Webex Event

Board Members Present:

Shari Brannock
Mark Davey
John Donohue
Justin Gardner
Robb Garrand
Stephen Gratto
James Knight, Jr.
Jay Lebrun
Phil Lupe
Daniel Mannix
Daniel Mayberry
Kim Mayer
Joshua Meyer
Scott Osborne
Thomas Palmer (9:55 a.m.)
Javier Perez
Emy Pombrio
Bob Porter
Paul Savage

Board Members Absent:

William Larrow

Chairperson:

Jay Lebrun

Recording Secretary:

Jessie Moulton

Others Present:

Eric Bell
Christine Myers
Jon Parks

MEETING
TO ORDER

Chairperson Lebrun called the meeting to order at 9:32 a.m.

PUBLIC
COMMENT
SESSION

No comments.

MINUTES OF
PREVIOUS
MEETING

Mr. Mayberry moved, seconded by Dr. Davey, to adopt the minutes of the February 27, 2020 meeting. All Board Members present voted yes – motion carried.

FINANCIAL
UPDATE – APRIL
2020

Mr. Lebrun turned the meeting over to Christine Myers to give a financial update.

Christine shared that the past several months have been very favorable, with an \$8.8 million surplus gained in the last four (4) months. She explained we are waiting on rebates, but they have already been reported as income. There is \$14.7 million in unrestricted funds.

Mr. Lebrun asked if this may be due to the transition to Empire, or COVID-19, or both. Mr. Parks feels that it is a result of both conditions, along with higher rebates. He cautioned that we may see a spike in elective surgeries in the late summer/fall. Mr. Parks also reminded everyone that October 2019 was when we saw the beginning of the lower claims trend.

Mr. Mannix gave the Board a tremendous amount of credit for moving forward with the transition to Empire, as it has served us exceptionally well. Mr. Mannix also acknowledged Mr. Lebrun's role in leading us.

Dr. Davey echoed Mr. Mannix's comments for all of the hard work by Mr. Lebrun, Mr. Parks and the CVES staff.

RESOLUTION TO
AUTHORIZE THE
CHAIRPERSON TO
SIGN THE
ESCROW
AGREEMENT
BETWEEN GLENS
FALLS NATIONAL
BANK, EMPIRE
BLUE CROSS AND
THE CEWW
CONSORTIUM,
EFFECTIVE
IMMEDIATELY,
PENDING
APPROVAL OF
COUNSEL

Mr. Meyer moved, seconded by Mr. Perez, to approve the resolution to authorize the Chairperson to sign the escrow agreement between Glens Falls National Bank, Empire Blue Cross and the CEWW Consortium, effective immediately, pending approval of counsel.

Mr. Parks explained that the agreement is to house the IBNR (\$8 million plus), similar to the agreement we had with Excellus and NYCLASS. The Consortium collects the interest. Jaci Kelleher will review the final version.

All Board Members present voted yes – motion carried.

RESOLUTION TO
AUTHORIZE THE
CHAIRPERSON TO
SIGN THE
RETIREE DRUG
SUBSIDY
SERVICES
AGREEMENT
WITH EMPIRE
BLUE CROSS

Mr. Gardner moved, seconded by Mr. Osborne, to approve the resolution to authorize the Chairperson to sign the Retiree Drug Subsidy Services Agreement with Empire Blue Cross.

Mr. Parks shared that RDS services were performed in the past by Excellus and Locey & Cahill. The RDS services were not included in the RFP for the health administrator. The fee is \$8,500 annually. Mr. Lebrun clarified that it was Armory Associates (a company Locey & Cahill had interest in) that previously conducted the RDS services with Excellus.

All Board Members present voted yes – motion carried.

RESOLUTION TO
AUTHORIZE THE
CHAIRPERSON TO

Dr. Davey moved, seconded by Mrs. Brannock, to approve the resolution to authorize the Chairperson to sign the consulting agreement with Jonathan Parks Consulting Services, LLC.

SIGN THE
CONSULTING
AGREEMENT
WITH JONATHAN
PARKS
CONSULTING
SERVICES, LLC

Mr. Lebrun stated that he feels this is a very value-laden investment, and expressed his thanks to Mr. Parks for the tremendous service he provides.

Eric Bell shared that there is no increase in the fee.

All Board Members present voted yes – motion carried.

RESOLUTION TO
APPROVE THE
TRANSFER OF
CERTAIN
CONSULTING
COSTS FROM CO-
SER 602 TO THE
CONSORTIUM
BUDGET

Mr. Osborne moved, seconded by Mr. Perez, to approve the resolution to approve the transfer of certain consulting costs from co-ser 602 to the Consortium budget.

Mr. Parks referred to a May 22, 2020 memo that explained that certain costs were embedded for Excellus and Locey & Cahill. He recommends moving \$175,000 from the medical claims line and transferring to a new cost line in the Consortium budget. This line will be used for certain items such as the Dependent Eligibility Audit, and ideas Segal may suggest, such as HIPAA training.

All Board Members present voted yes – motion carried.

RESOLUTION TO
REQUIRE
PARTICIPATING
DISTRICTS OF
THE CEWW
HEALTH
INSURANCE
CONSORTIUM TO
ANNUALLY
PARTICIPATE IN
THE 602 HEALTH
INSURANCE
COORDINATION
CO-SER
PROVIDED BY
CEWW BOCES.
CEWW BOCES IS
THE EXCLUSIVE
PROVIDER OF
COORDINATION
OF ADMINISTRATIVE
SERVICES FOR
THE CONSORTIUM

Mr. Mayberry moved, seconded by Mr. Knight, to approve the resolution to require participating districts of the Consortium to annually participate in the 602 Health Insurance Coordination co-ser provided by CEWW BOCES.

Mr. Mannix asked for clarification regarding the covered lives methodology. If a district must reduce staff, will the recalculation take effect this year or next? Eric Bell explained that budgets are already locked in for 2020-2021, and therefore the change would be recognized in the 2021-2022 co-ser year.

All Board Members present voted yes – motion carried.

RESOLUTION TO
AUTHORIZE THE
CHAIRPERSON TO

Mr. Lupe moved, seconded by Mr. Gratto, to approve the resolution to authorize the Chairperson to sign an agreement for professional services with Part D Advisors for a Retiree Drug Subsidy (RDS) re-opening audit.

SIGN AN
AGREEMENT FOR
PROFESSIONAL
SERVICES WITH
PART D
ADVISORS FOR A
RETIREE DRUG
SUBSIDY (RDS)
RE-OPENING
AUDIT

Mr. Parks explained that Part D Advisors specializes in RDS services and has been recommended by both Segal and Benetech. Part D Advisors will be looking to see if they can gain additional funds for the districts from the last four (4) years. They typically recover 8 – 15% in additional funds. They keep 30%, and there is no cost to the Consortium or the districts.

Dr. Palmer arrived.

Mr. Parks went on to say that although not part of the vote, he will be recommending that, beginning with the 2021-2022 plan year, RDS funds be sent directly to the Consortium, instead of to each district. This would allow for a possible reduction in the premium rate. He noted that this is the same way that prescription rebates are reimbursed. A presentation to the Board with more detail is planned for the September meeting, along with a resolution to make the change.

Mr. Mannix requested the historical rebate amount for each district.

All Board Members present voted yes – motion carried.

RESOLUTION TO
BEGIN A
REQUEST FOR
PROPOSAL
PROCESS FOR A
DEPENDENT
AUDIT FOR THE
CONSORTIUM

Dr. Davey moved, seconded by Mr. Porter, to approve the resolution to begin a request for proposal process for a dependent audit for the Consortium.

Mr. Parks stated that the reason for the audit is to be sure all dependents are eligible to be insured, and it is also a good course of business. The cost of the audit is estimated to be between \$30,000 - \$40,000. Mr. Parks is hoping to have a recommendation for the September 2020 Board of Directors meeting.

All Board Members present voted yes – motion carried.

RESOLUTION TO
AUTHORIZE
CHANGES TO
PLATINUM PLAN 2,
RECOMMENDED
BY THE
ADVISORY
COMMITTEE IN
JUNE 2019, TO BE
PUT IN PLACE ON
JULY 1, 2020

Mr. Osborne moved, seconded by Mr. Mayberry, to approve the resolution to authorize the following changes to Platinum Plan 2, recommended by the Advisory Committee in June 2019, to be put in place on July 1, 2020:

- Change office visit coinsurance from 20% to 10%
- Add \$30 copay for hospital-owned outpatient lab/imaging services.

Mr. Parks explained that these changes had been discussed by the Advisory Committee a year ago. Excellus had experienced delays with one of the changes, and then we decided not to move forward with the changes in January 2020 due to the transition to Empire at that time. Segal estimates that the reduction in the office visit coinsurance will result in an approximate cost of \$210,000 to the Consortium, but there would be an estimated savings of \$1 million to \$1.5 million as a result of the change in the lab/imaging.

Mr. Parks has a message ready to send to all of the districts to share with their Plan 2 members regarding these changes. Mr. Porter asked if the message should also be sent

to Plan 1 members. Mr. Parks will work on a simpler message for all members.

Mr. Meyer wondered if we have any updated information on telemedicine to determine if it's still the most cost-effective way to seek treatment. Mr. Parks shared that telemedicine usage has increased significantly, and that Empire is working on the information for the districts.

Mr. Mannix agrees with Mr. Meyer, that it's a good idea to make sure the cost benefit is still there.

Mr. Lupe informed the group that Empire extended the 0% coinsurance for telemedicine/telehealth through September 13, 2020.

All Board Members present voted yes – motion carried.

CONSENT
AGENDA

Mr. Perez moved, seconded by Mr. Meyer, to approve the following by consent agenda:

Proposed Officers & Officials for 2020-21

Chairperson: Jay Lebrun

Vice-Chairperson: Dan Mannix

Chief Fiscal Officer: Christine Myers

Secretary: Dan Mayberry

Recording Secretary: Jessie Moulton

Attorneys-at-Law: 1) Jacqueline Kelleher, Esq. of Stafford-Owens-Pillar-Murnane-Kelleher & Trombley, PLLC

2) Robert Patterson, Bond, Schoeneck & King, PLLC

Attorney-in-Fact: Dr. Mark Davey

FOIL Records Access Officer: Jessie Moulton

Records Access Appeal Officer: Jay Lebrun, Chairperson

Proposed Executive Committee for 2020-21

Jay Lebrun – Superintendent, Plattsburgh City SD

Dan Mannix – Superintendent, Beekmantown CSD

Eric Bell – Asst. Superintendent of Management Services - CEWW BOCES

Jennifer Brown – Business Official, Northeastern Clinton CSD

Laurie Cossey – Business Official, Ticonderoga CSD

Danielle Fosella- Business Official, Schroon Lake CSD

Danielle McAfee – Business Official, Saranac CSD

Randy Sapp – Business Official, Peru CSD

Proposed Advisory Committee for 2020-21

Voting:

Eric	Bell	Asst. Superintendent of Management Services - CEWW BOCES
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Justin	Gardner	Superintendent - Willsboro CSD
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Stephen	Gratto	Superintendent - Schroon Lake CSD
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Bob	Joyce	Representative - NYSRTA
William	Larrow	Superintendent - Moriah CSD
Jay	Lebrun	Superintendent - Plattsburgh City SD – Vice Chairperson
Elizabeth	Mahoney	Teacher - Moriah CSD
Dan	Mayberry	Superintendent - Keene CSD
Kim	Mayer	Teacher - CEWW BOCES
Danielle	McAfee	Business Administrator - Saranac CSD
Emy	Pombrio	Labor Relations Specialist - CSEA
Bob	Porter	Teacher - Ticonderoga CSD
Rod	Sherman	Representative - CVCR/NYSUT
Brian	Tousignant	Business Manager - Northern Adirondack CSD
Hollis	Palmer	Labor Relations Specialist

Non-Voting:

Kari	Baxter	Labor Relations Specialist – NYSUT
Kevin	Klemm	Consultant - Segal Consulting
Philip	Lupe	Health Benefits Specialist - CSEA
Christine	Myers	Treasurer - CEWW BOCES
Joanna	Orr	Representative - SAANYS
Jon	Parks	Administrator - CEWW Consortium – Chairperson
Michelle	Perry	Recording Secretary - Advisory Committee
Lawrence	Singer	Consultant - Segal Consulting

Proposed Signatories for 2020-21

Eric Bell (CVES ASMS)
Christine Myers (CVES Treasurer)
Jessica LaClair (CVES Deputy Treasurer)

Proposed Depositories for 2020-21

-Official depositories for the Consortium's accounts-

TD Bank, NYCLASS and Glens Falls National Bank

-Official depositories for temporary investments-

TD Bank, Community Bank, Glens Falls National Bank and Trust, National Bank and Trust (NBT), Key Bank, Champlain National Bank, Adirondack Bank. And NYCLASS

Proposed Medical Plan Administrator for 2020-21

Empire BlueCross

Proposal for Chairperson to authorize contract renewals

To approve payments and/or enter into tentative agreements with vendors, subject to final approval by the Board of Directors at the next scheduled Board of Directors' meeting.

All Board Members present voted yes – motion carried.

Mr. Lebrun thanked all those serving in the various roles.

PUBLIC
COMMENT
SESSION

No comments.

OTHER

Mr. Savage requested that there be consideration for the late fee for the August 2020 premium payment to be waived.

There was discussion that followed, which included talk on the methodology of the late fee calculation. Mr. Lebrun asked if the waiver would create a cash flow problem, and Eric Bell said no, not for the month of August 2020.

Further discussion followed. Mr. Parks asked that if a district is able to make their payment on time, to please do so.

Mr. Savage moved, seconded by Mrs. Brannock, to approve a resolution to authorize a one-time waiving of the 1% late payment penalty for the month of August 2020.

Mr. Mannix asked Eric Bell and Christine Myers for a list of what the penalty would be for each district.

All Board Members present voted yes – motion carried.

EXECUTIVE
SESSION

Mr. Porter moved, seconded by Mr. Mannix, that the Board go into Executive Session at 10:22 a.m., for the purpose of discussing a legal matter. The Board invited Mr. Parks and Eric Bell to join the executive session. All Board Members present voted yes – motion carried.

Prior to the start of the Executive Session, there was a quick discussion of having a summer meeting. Mr. Parks will work with Mr. Lebrun on possibly scheduling a meeting in early August 2020. The Board went into Executive Session at 10:24 a.m.

Mr. Perez moved, seconded by Mr. Porter, that the Board come out of executive session at 10:35 a.m. All Board Members present voted yes - motion carried.

ADJOURNMENT

Mr. Meyer moved, seconded by Mr. Mayberry, to adjourn the meeting at 10:35 a.m. All Board Members present voted yes – motion carried.