

**Minutes of the Monthly Meeting of the
Conroe ISD Employee Benefits Committee
February 11, 2009**

The Conroe ISD Employee Benefits Committee Meeting was called to order by Roger Garvey at 4:05 p.m. The following members were present: Labana Berry, Beth Blevins, Debbie Burns, Shelly Cartwright, Ki Clarke, Dan Cox, Janet Emmons, Donna Fisher, Miriam Floyd, Michael Flynn, Roger Garvey, Charlanna Hooker, Sarah Johnson, Chris Kattner, Susan Law, Tiffany Mattfeld, Brenda Meadows, Jan Protteau, Olivia Ramon, Darrin Rice, Rhonda Tate, Tricia Thacker, Kent Van Wey, and Randy Wylie. Also present were Judy Haley from Aetna, Mack Almendarez, De'Aun Sandvig, Dawson Schnautz, and Mack Whiteman from First Financial Administrators.

The committee approved the minutes of the January 14, 2009 meeting.

Darrin Rice reported on the status of the Self-Funded Insurance Plan. Darrin reported that the fund has a positive balance of \$168,320 through the first five months of the plan year. For January, the fund ended the month with a negative balance of \$134,576.

Chris Kattner reported in the absence of Terry Brown, Consultant that requests for competitive sealed proposals for the Third Party Administrator for the self-funded health plan will begin on February 12th and submitted proposals will be opened at 2:00 p.m. on March 12, 2009. Information will be mailed to many vendors and the information regarding the process will be posted on the district's website.

Dawson Schnautz reported that a replacement product for the Trustmark plan will be presented at the next meeting. He reported that he and Terry Brown have collaborated on finding an appropriate product for our plan. The committee will have the opportunity to consider a life insurance product and a long-term care product. Dawson also reported that the 403(b) provider agreement with Vanguard will be finalized on Friday, February 13. Dawson will also follow up with Fidelity on the status and start date for its 457 product. Dawson also reported on tentative plans to conduct information sessions on open enrollment at each campus and department. The meetings will be held in the month of May.

Judy Haley reported on several key parts of our claims history including the limited number of employees who participate in preventative care. She also shared some information items with employees on Aetna products and services. Judy discussed the importance of disease management and the value of having an Aetna nurse in regular contact with employees with identified diseases.

Since the competitive sealed proposals will not be opened until March 12, the committee will not have its regularly scheduled meeting on March 11. The committee did decide to move the April meeting to April 8 instead of April 15. The intent is to be able to review the proposals for third party administrators and make a recommendation to the Board of Trustees. The April meeting will be held in the Large Conference Room at the CISD Administration Building.

The meeting adjourned at 4:40 pm.