

# **Minutes of the Monthly Meeting of the Conroe ISD Employee Benefits Committee October 17, 2018**

The meeting was called to order at 4:00 p.m. by Paula Green. The following members were present: Jill Bartlett, Karen Brown, MaryEllen Bryant, Debbie Burns, Laura Carter, Shelly Cartwright, Robert Derheim, Donna Fisher, Paula Green, Joni Hamilton, Chris Hines, Cheryl Howell Dentler, Tami Lowrie, Tiffany Mattfeld, Nolan Neugebauer, Laura Pennington, Jan Protteau, Darrin Rice, Julie Roth, Kathy Sharples, Janice Tantillo, Brittany Theiss, Rachael Threadgill, Eve Whiteside, Denae Wilker, and Tracy Williams.

Also in attendance were: Terry Brown (T. Ross Brown & Associates), LaToshia Talford Gordon (Memorial Hermann), JR Cornejo (First Financial), Skeeter Hubert (CISD Board of Trustees), Angela Burk (CISD Benefits), Kathlyn Crabtree (CISD Benefits), and Sam Davila (CISD Transportation).

## **Welcome – Paula Green**

Paula expressed her appreciation for returning committee members, welcomed new members of the 2018-2019 committee, and facilitated committee member introductions. Paula also reviewed the purpose of the committee and the responsibilities of members.

## **Recap of 2018-2019 Annual Enrollment – Tiffany Mattfeld**

Tiffany shared that the District had a very successful annual enrollment. Overall, 8,347 employees were required to enroll and 97% of those employees completed the process. There were 1,665 employees who used FFGA for enrollment assistance. Letters were mailed to 254 employees who did not participate in enrollment advising them their insurance would be carried over on a post-tax basis. If they were enrolled in the CISD Alternate Plan or a flexible spending account, those plans were terminated. Employees who were not previously enrolled in medical insurance were mailed a letter advising their next opportunity to enroll would be in July 2019 and that they needed to complete and return a medical waiver for ACA reporting purposes. Overall plan enrollment percentages remained relatively consistent with the prior year, except for the Aetna High Deductible Plan, which saw a significant enrollment increase.

## **Wellness Challenges for Fall 2018 – Jill Bartlett**

Jill shared that two wellness challenges will be held this fall. Healthy U, an activity-based challenge, is already underway and runs September 24, 2018 – November 4, 2018. Employees can participate either individually or on a team, and a prize will be awarded at the end of the challenge to each participant who meets the goal. Prizes will be distributed in December.

The next challenge, Water You Up To?, will be held November 12, 2018 – December 9, 2018, and employees can register November 5, 2018 – December 2, 2018. This is a personal challenge employees can access from [www.LiveHealthyConroeISD.com](http://www.LiveHealthyConroeISD.com) that will help them improve hydration. Employees can join at any time. No prizes will be awarded for participation.

Jill told the committee briefly about the upcoming Employee Health Fair on Saturday, January 26, 2019, from 8:30 a.m. to 12:00 p.m. at The Woodlands College Park High School.

### **Approval of 2018-2019 Committee Bylaws – Paula Green**

Paula presented the Committee Bylaws to the meeting attendees, and a vote was taken to approve them for the coming year. The bylaws were approved unanimously.

### **Financial Report on Self-Funded Health Insurance – Darrin Rice**

Total revenue for 2018-2019 was \$47.8 million and total expenses were \$46.4 million, which resulted in a positive fund balance of \$1.4 million. For the month of September, total revenue was \$4,135,736, and total expenses were \$3,430,932, resulting in a positive fund balance to date of \$704,804.

The total number of visits to the CISD Employee Health & Wellness Center for the month of September was 512. Darrin indicated that employee participation in clinic visits remains strong.

### **Timeline for 2018-2019 Bid Process – Darrin Rice**

Darrin explained that our medical, pharmacy, and stop loss policies will go out for bid this year and said that making recommendations to the Board of Trustees is one of the most important responsibilities of the Employee Benefits Committee. He presented the timeline for the Request For Proposal (RFP) and explained that Skeeter Hubert, CISD Board of Trustees Second Vice President, will participate with the committee in the RFP process. The committee's recommendation from the RFP will be presented to the Board in March 2019.

### **New On-Site Care Manager – LaToshia Talford Gordon, RN, CCM**

LaToshia Talford Gordon has been hired by Memorial Hermann to assist CISD employees with health concerns through individual consultations. She is a registered nurse, a certified case manager, a native to the Conroe area, and has more than 20 years of experience in nursing. She can help employees better understand health conditions (e.g. diabetes, cancer, high blood pressure, thyroid issues, etc.), medications, test results, when to report symptoms, and navigating the medical system. Her consultations are free to employees and spouses enrolled in a CISD Aetna medical plan. It is completely voluntary and confidential, and no personal health information will be shared with CISD.

### **Representative Reports**

#### **First Financial – JR Cornejo**

JR introduced himself, shared that he is able to assist with voluntary plans that employees are enrolled in, as well as retirement plans. A committee member shared that she had a great experience talking with JR this past summer, and he was very knowledgeable.

### **T. Ross Brown & Associates – Terry Brown**

Terry shared that we are one of the lowest cost medical plans with the highest amount of benefits compared to other school districts in the area. He said that he anticipates a lot of interest in the RFP from potential medical, pharmacy, and stop loss insurance providers because we are a large district.

### **Other Issues**

Paula shared that if committee members have issues to bring up that should be addressed at group level, they are welcome to voice those concerns or questions at meetings. If a committee member or employee experiences an individual issue that needs to be addressed, committee members can write those down on response cards provided at the committee meetings. The CISD Benefits Office will respond accordingly. Paula then discussed the process to review and approve each month's committee meeting minutes.

### **Agenda Items for Next Meeting**

Next meeting is November 14, 2018, at 4:00 p.m.

### **Adjournment**

4:44 p.m.