

# **Minutes of the Monthly Meeting of the Conroe ISD Employee Benefits Committee January 20, 2021**

Tiffany Mattfeld called the meeting to order at 4:01 p.m. The following members were present via a Zoom webinar: Jamie Almond, Jill Bartlett, Karen Brown, MaryEllen Bryant, Laura Carter, Shelly Cartwright, Courtney Collatos, Cheryl Dentler, Jada Dyson, Donna Fisher, Caitlin Garrett, Roger Garvey, Paula Green, Joni Hamilton, Lanell James, Tami Lowrie, Tiffany Mattfeld, Melissa Mitchell, Lora Pennington, Debbie Petry, Darrin Rice, Julie Roth, Yaddira Smalls, Kris Smith, Dale Ward, and Eve Whiteside.

Also in attendance were: Mack Almendarez (First Financial Administrators), Kizzy Brooks (CISD Benefits), Kathlyn Crabtree (CISD Benefits), Marcy Egras (UnitedHealthcare), Emily Fertitta (Gallagher Benefit Services), Karen Garza (CISD Finance), Nick Long (Gallagher Benefit Services) Maggie Parker (Gallagher Benefit Services) Carolina Walker (UnitedHealthcare), Judy Wold (Conroe ISD Benefits).

## **Welcome – Julie Roth**

Julie welcomed committee members and guests to the meeting.

## **Approval of Meeting Minutes – Julie Roth**

The minutes from the April 2020 meeting were approved.

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

Total revenue for November 2020 was \$4,423,134 and total expenses were \$4,206,230, which resulted in a positive fund balance of \$216,904. Total revenue for December 2020 was \$4,472,330 and total expenses were \$4,762,895, which resulted in a negative fund balance of \$290,565. Year to date, total revenue was \$17,791,705 and total expenses were \$18,076,343, resulting in a negative fund balance of \$284,638.

The total number of visits to the CISD Employee Health & Wellness Center for the months of November and December were 280 and 326, respectively, for a total of 1,396 visits year-to-date. Darrin encouraged the committee members to publicize the clinic's services with their campuses/departments. Darrin mentioned we need 550 visits per month to the clinic to break even.

## **Employee Health Screening Event – Jill Bartlett**

Jill shared information about the upcoming health screening event for employees at Irons Junior High School. She explained that six different screening opportunities will be available for attendees and outlined the volunteer duties that the Committee will be performing at the event.

## **Conroe ISD Employee Health & Wellness Center – Tiffany Mattfeld**

Tiffany shared that we are updating clinic hours effective February 1, 2021, and that walk-ins are now accepted for sick and acute care visits only, up to 45 minutes prior to closing time or when the clinic reaches maximum capacity. The cost remains \$10 for all UHC plan members, including Charter Kelsey-Seybold members. Eric Munchrath, NP and Claudia Castillo, NP are our providers at the clinic. Tiffany also noted that the contract for on-site clinic management services ends in May 2021, so there will be an upcoming RFP for those services.

### **Employee Benefits Consulting Services – Tiffany Mattfeld**

Tiffany shared that Gallagher Benefit Services was selected as the group benefits consultant, and they will be assisting with the clinic RFP process, as well as other benefits services.

### **Representative Reports**

#### **First Financial Administrators –Mack Almendarez**

Mack shared that CISD was the test client for the benefits call center during annual enrollment, and that it had been very successful.

#### **UnitedHealthcare – Marcy Egras and Carolina Walker**

Carolina shared that the public health emergency has been extended through April 20, 2021, and discussed availability of COVID vaccines. COVID testing continues to be covered at 100% until the end of the public health emergency, so members should have a \$0 cost when they receive those services.

Carolina specified that when COVID vaccines become available, they will also be covered at no cost for members. Carolina also encouraged employees receiving the Moderna and Pfizer vaccines to be sure to receive both doses of this series.

#### **Gallagher Benefit Services – Nick Long, Maggie Parker, and Emily Fertitta**

Maggie introduced the Gallagher team, explained their roles with the team, and outlined what they will be working on for Conroe ISD. Darrin also mentioned that Gallagher will be looking at our medical plan and ensuring it is functioning the way in which the contracts have been written, and identify opportunities for improvement.

### **Other Issues**

No additional issues

### **Agenda Items for Next Meeting – Tiffany Mattfeld**

Tiffany asked the committee to send any agenda items to her for the next meeting, which is scheduled for February 10, 2021. Tiffany also announced that the April meeting has been moved to April 7, 2021.

### **Adjournment**

4:34 p.m.