

Minutes of the Monthly Meeting of the Conroe ISD Employee Benefits Committee October 13, 2021

Tiffany Mattfeld called the meeting to order at 4:00 p.m. The following members were present via a Zoom webinar: Jamie Almond, Jill Bartlett, Karen Brown, MaryEllen Bryant, Carol Carter, Shelly Cartwright, Courtney Collatos, Stephanie Cooke, Cheryl Dentler, Donna Fisher, Paula Green, Joni Hamilton, Tami Lowrie, Christell Marshall, Tiffany Mattfeld, Melissa Mitchell, Heather Paugh, Lora Pennington, Debbie Petry, Darrin Rice, Julie Roth, Yaddira Smalls, Kris Smith, Brandon Stiles, Janice Tantillo, and Dale Ward.

Also in attendance were: Mack Almendarez (First Financial Administrators), Kortney Bowie (CISD Benefits/Leave), Kizzy Brooks (CISD Benefits/Leave), JR Cornejo (First Financial Administrators), Marcy Egras (UnitedHealthcare), Emily Fertitta (Gallagher Benefit Services), Karen Garza (CISD Finance), Maggie Parker (Gallagher Benefit Services), and Troy Tucker (Kelsey-Seybold).

Welcome – Tiffany Mattfeld

Tiffany welcomed Committee members and guests to the meeting, reviewed the Committee norms, the Committee's function, and Committee members introduced themselves to the group.

Approval of Meeting Minutes – Tiffany Mattfeld

The minutes from the April 2021 meeting were approved.

Selection of Committee Chairperson – Tiffany Mattfeld

Tiffany shared that the Committee needs to select a chairperson for this year and that an existing member had volunteered to serve. Tiffany asked members to send her an email if they would like to nominate someone or wished to serve. An email with a list of nominees will then be sent to the committee asking members to vote for this year's chairperson, which will be announced at the November meeting.

Financial Report on Self-Funded Health Insurance – Karen Garza

Total revenue for August 2021 was \$4,340,523 and total expenses were \$4,456,791, which resulted in a plan deficit of \$116,268. Year to date for the 2020-2021 school year, total revenue was \$53,342,762 and total expenses were \$53,402,344, resulting in a negative fund balance of \$59,582.

September 2021 revenue was \$4,379,313 and total expenses were \$5,136,314, which resulted in a negative fund balance of \$757,001.

The total number of visits to the CISD Employee Health & Wellness Center for the month of August was 400, for a total number of visits of 4,162 year-to-date. The total number of visits to the CISD Employee Health & Wellness Center for the month of September was 386.

Recap of 2021-2022 Annual Enrollment – Tiffany Mattfeld

Tiffany shared that 9,196 employees were required to enroll/decline, not including 614+ new hires, and that 94% of those employees completed the process. Approximately 79% of employees self-enrolled, and First Financial helped 21% with the enrollment process. For the 528 employees who did not participate in annual enrollment, the CISD Benefits Office mailed letters informing them most plans would continue on a post-tax basis; if they were enrolled in the CISD Alternate Plan, Health Savings Account, Dependent Care FSA, or Health FSA, those plans were terminated. Their next opportunity to enroll or make changes will be July 2022. Employees not enrolled in the health plan are also required to complete and return a group health plan waiver for ACA reporting purposes. Overall plan enrollment percentages remained relatively consistent with the prior year, with 5,711 employees enrolling in the three UnitedHealthcare medical plans (Charter Kelsey-Seybold: 2,158; Choice Plus HDHP: 777; Nexus ACO R Memorial Hermann: 2,776).

Fall Wellness Challenges and Employee Health Fair – Jill Bartlett

Jill shared information about the upcoming wellbeing challenges, Get Physical and Rest is Best, which both begin October 25, 2021, and end December 5, 2021. The challenges focus on physical and sleep goals. Registration for the challenges will close on October 31, 2021. Additional details can be found at Conroe.livehealthyignite.com.

Jill also shared that CISD will be offering a full health fair on January 22, 2022, at The Woodlands College Park High School, and additional details will be shared at future meetings.

Extended Sick Leave – Darrin Rice and Tiffany Mattfeld

Darrin shared the history of the Extended Sick Leave (ESL) policy, which was adopted in 1990. ESL is a paid benefit (half dock instead of full dock) that is available to eligible employees after all vacation days, off-duty days, and available state and local personal days have been exhausted. To be eligible, the employee must be full-time and have worked for the District, in a full-time capacity, for the 12 consecutive months preceding the need for leave. A maximum of 30 workdays of ESL shall be granted in a school year for an employee's personal illness or injury, including pregnancy, for the illness, injury, or disability of the employee's immediate family, and for the birth or adoption of a child.

ESL is utilized by only 4.4% or an average 350 employees a year at an annual cost of \$750K. Also, the half-dock pay for ESL is very confusing to employees, which is not the same thing as half-pay.

CISD completed a comparative analysis of leave days for neighboring districts, and it was determined that CISD gives the least amount of local days, and we are the only district that has an ESL benefit. In order to remain an employer of choice, it has been recommended that we consider adjusting our leave policy to discontinue the ESL program in the 2023-2024 school year and request that the Board of Trustees provide five local leave days per year with employees having the option to carry over unused days or be paid for them at the end of the fiscal year.

The committee discussed these policies and will vote on a recommendation at the November Employee Benefits Committee meeting.

Representative Reports

First Financial Administrators – JR Cornejo and Mack Almendarez: JR introduced himself, and explained FFGA's role with CISD as a third-party administrator (TPA). Mack also introduced himself to the committee.

UnitedHealthcare – Marcy Egras: Marcy introduced herself and shared the names of the UHC team that supports CISD.

Kelsey-Seybold – Troy Tucker: Troy introduced himself and shared his role as the liaison between UHC and the Kelsey-Seybold clinic. He also shared that Kelsey-Seybold is expanding between 2021-2023 with two new clinics in Montgomery county.

Gallagher Benefit Services – Maggie Parker: Maggie introduced herself and explained Gallagher's role with the District as our group benefits consultant.

Other Issues

No additional issues

Agenda Items for Next Meeting – Tiffany Mattfeld

Tiffany asked that any agenda items for our next meeting be emailed to her directly.

Adjournment

5:14 p.m.