

# **Minutes of the Monthly Meeting of the Conroe ISD Employee Benefits Committee November 4, 2020**

Tiffany Mattfeld called the meeting to order at 4:02 p.m. The following members were present via a Zoom webinar: Jamie Almond, Jill Bartlett, Karen Brown, MaryEllen Bryant, Debbie Burns, Laura Carter, Shelly Cartwright, Courtney Collatos, Cheryl Dentler, Robert Derheim, Jada Dyson, Caitlin Garrett, Roger Garvey, Paula Green, Joni Hamilton, 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), JR Cornejo (First Financial Administrators), Kathlyn Crabtree (CISD Benefits), Marcy Egras (UnitedHealthcare), Dawson Schnautz (First Financial Administrators), Troy Tucker (Kelsey-Seybold), and Carolina Walker (UnitedHealthcare).

## **Welcome – Tiffany Mattfeld**

Tiffany expressed her appreciation for returning committee members, welcomed new members of the 2020-2021 committee, and facilitated committee member introductions. Tiffany then reviewed the purpose of the committee.

## **Approval of Meeting Minutes – Tiffany Mattfeld**

The minutes from the April 2020 meeting were approved.

## **Selection of Committee Chairperson – Paula Green**

Paula shared that the Committee needs to select a chairperson for this year and that a couple of members had volunteered to serve. Paula said she would email a list of nominees to the committee after the meeting, and that members will vote for the chairperson via email. The chairperson will be announced at the December meeting.

## **Recap of 2020-2021 Annual Enrollment – Tiffany Mattfeld**

Tiffany shared that the District had a very successful annual enrollment. Overall, 9,158 employees were required to enroll and 96.5% of those employees completed the process. Approximately 75% of employees self-enrolled, and First Financial provided assistance to 25% of employees, including assisting 200 employees through their new call center. For the 330 employees who did not participate in enrollment, the CISD Benefits Office mailed letters advising them their insurance would carryover on a post-tax basis. If they were previously enrolled in the CISD Alternate Plan or a flexible spending account, those plans were terminated. Letters to employees who were not previously enrolled in medical insurance informed them their next opportunity to enroll would be July 2021 and that they needed to complete and return a group health waiver for ACA reporting purposes. Overall plan enrollment percentages remained relatively consistent with the prior year, with 5,698 employees enrolling in the three UnitedHealthcare medical plans (Charter Kelsey-Seybold: 2,009; Choice Plus HDHP: 680; Nexus ACO R Memorial Hermann: 3,004).

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

Total revenue for September 2020 was \$4,437,636 and total expenses were \$4,052,734, which resulted in a positive fund balance of \$384,902. Total revenue for October 2020 was \$4,458,605 and total expenses were \$5,043,908, which resulted in a negative fund balance of \$585,303. Year to date, total revenue was \$8,896,241 and total expenses were \$9,096,642, resulting in a negative fund balance of \$200,401.

The total number of visits to the CISD Employee Health & Wellness Center for the months of September and October were 373 and 417, respectively, for a total of 790 visits year-to-date. Darrin encouraged the committee members to publicize the clinic's services with their campuses/departments.

### **Employee Benefits Consultant Services – Darrin Rice**

Darrin shared that the posted a *Request for Proposal (RFP)* for its employee benefits consulting services. A committee was formed, and the members received presentations from four companies. Two finalists were then selected to meet with the committee, and one company was chosen as the potential future benefits consultant. A recommendation will be made to the Board of Trustees at its November 17, 2020 meeting to engage the new company as our employee benefits consultant.

### **Representative Reports**

#### **First Financial Administrators –Mack Almendarez, JR Cornejo and Dawson Schnautz**

JR shared information about the upcoming rollout of their new website, the Employee Benefits Center (EBC), which contains CISD-specific information about all of our plans, our benefits guides, and contact information for various providers. Additional information about the EBC will be communicated to employees when the website launches in the near future.

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

Marcy and Carolina presented details about how to utilize the three virtual visit providers that are available to UHC members. They went through the different provider options, how to register, and explained what the copays would be for each plan.

#### **Kelsey-Seybold – Troy Tucker**

Troy shared information about the Kelsey-Seybold virtual visits and e-visits that are available to Kelsey patients.

### **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 December 9, 2020.

### **Adjournment**

5:11 p.m.