

Minutes of the Monthly Meeting of the Conroe ISD Employee Benefits Committee

September 9, 2015

The meeting was called to order at 4:00 p.m. by Paula Green. The following members were present: Nicole Anderson, Jill Bartlett, Terry Brown, Debbie Burns, Shelly Cartwright, Ki Clarke, Dan Cox, Robert Derheim, Janet Emmons, Donna Fisher, Kelly Fuchek, Roger Garvey, Paula Green, Joni Hamilton, Christa Haymark, Chris Hines, Anthony Livecchi, Tami Lowrie, Tiffany Mattfeld, John Nabors, Lora Pennington, Jan Protteau, Darrin Rice, Zina Robinson, Julie Roth, Kathy Sharples, Janice Tantillo, Dale Ward, Dena Weaver, and Mack Whiteman.

Also in attendance were Hailey Pellon (CISD), Judy Slater (Aetna), Mack Whiteman (First Financial Administrators, Inc.), Dawson Schnautz (First Financial Administrators, Inc.), and Terry Brown (T. Ross Brown & Associates).

Welcome

New members to the committee were introduced, and existing members introduced themselves to the new members. Ann Knoedl has stepped down as the chairperson so a new chairperson will need to be chosen.

Approval of Minutes

The minutes from the May 2015 meeting were approved.

Financial Report on Self-Funded Health Insurance – Darrin Rice

Total revenue for the year was \$35,285,270. Expenses were \$37,947,343 which left us with a deficit of over \$2 million. CISD has increased the District's contribution by \$1.8 million for the 2015-2016 plan year, and premiums were increased slightly in order to make up for the revenue shortage.

Recap of 2015-2016 Annual Enrollments – Tiffany Mattfeld

Insurance enrollment started with the Human Resources Department stuffing and mailing almost 7,500 enrollment packets. There was an increase in packets mailed this year because we are now offering medical insurance to substitutes and part-time employees. We had 7,178 employees participate in the enrollment process. There were 289 employees who did not participate in enrollment, and they were subsequently mailed a letter letting them know that 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. The employees who were not previously enrolled in medical insurance were mailed a letter advising their next opportunity to enroll would be in July 2016 and requesting they complete and return declination of coverage documents for ACA reporting purposes.

Tiffany announced that beginning in October, First Financial will present information each month to the committee about the supplemental insurance plans offered by CISD. Tiffany also reminded committee members that the CISD health clinic can only write referrals if the clinic is designated as your primary care physician. The Wellness Center accepts walk-ins, but the employee needs to understand that appointments will be honored before walk-ins can be seen.

Tiffany shared information about our targeted benefits communications, which include newsletters, wellness reminders, postcard mailings, pocket guides, magnets and employee birthday cards. Finally, Tiffany reminded the committee that if you have to go to an outside facility for labs or x-rays that it is a separate \$45 copay for medical plan members.

Aetna Audit – Dan Cox

The District has contracted a company to audit Aetna’s administration of our health plan to ensure claims are not being over or underpaid. The audit will take approximately four to six months to complete, at which time a report will be prepared and submitted to CISD.

Wellness Challenges for Fall 2015 – Jill Bartlett

Jill shared that the spring wellness challenges were very successful, and we will be offering a fall challenge this year that will begin October 11 and end November 21. This program will have fitness and nutrition challenges. We will also start a wellness champion program in the spring.

Benefits Committee Expectations – Paula Green

Paula reviewed the committee’s purpose and reinforced the importance of attendance at all committee meetings and events. Paula presented information about the employee health fair and the expectation that all committee members assist with this event, which will be held on January 9, 2016. The bylaws committee will meet once a date has been set.

Representative Reports

✓ Aetna – Judy Slater

Since we have so many new committee members, Judy reviewed the medical plan that we offer and how the plan works. She discussed the benefit of electronic recordkeeping now in place in the Memorial Hermann Accountable Care Network, which makes your health information available to all of your doctors so that tests do not have to be repeated. Judy also went over the prescription policy and rates for all of the different types of prescriptions. Quest is our in-network lab provider. Genetic testing is very popular but there are only a handful of labs that do this testing. Aetna has contracts with some of these labs, so plan members should go to Quest and let them know that the genetic tests must be sent to an Aetna-contracted lab. Everyone on the medical plan must designate a primary care physician. If you want to change your primary care physician, you must call Aetna or log in to Aetna Navigator to make that change. Referrals can only come from your primary doctor. You do not need a referral for an OB/GYN, optometrist or Diabetes America. Precertification is required for all surgeries, hospitalizations, and complex medical imaging (e.g., MRI, CT scan, PET scan, etc.). Judy also reviewed the dental plans.

✓ First Financial – Dawson Schnautz

Dawson reviewed changes recently implemented in their flex software and how this information was recently communicated to plan participants. There is a mobile app now, which allows participants to look at their account information, upload receipts, and more.

✓ Consultant – Terry Brown

Terry shared that CISD pays an additional tax every year due to the Affordable Care Act (ACA). With ACA, there is also a need for an increased amount of reporting to the IRS. Additional taxes may be forthcoming.

Other Issues

No other issues

Agenda Items for Next Meeting

Next meeting will be October 14, 2015. We are still looking for a chairperson.

Adjournment

4:55 pm