



DRAFT
Minutes of Board of Trustees Meeting
Teleconference
Thursday, October 26, 2017
8:30 AM

The following Trustees were present and a quorum was met:

Ryan Hackmann, Chairperson	Desert View Schools
David Coolidge, Vice-Chairperson	City of Winslow
Kay Eddlemon, Treasurer	City of Page
Katie Brady	Town of Eagar
Mindy Kindelberger	Golden Valley Fire District
Pat Nichols	City of Holbrook
Susan Chan	Kingman Academy of Learning
Val Cordova	Town of Springerville
Pamela Galvan	City of Williams

The following Alternate Trustees were present:

Rick Ogston	Desert View Schools
Stacey Matthews	Kingman Academy of Learning
Karen Norris	Town of Miami
Timothy Hinton	City of St. Johns
Heidi Wink	Town of Springerville
Sandy Jones	Town of Wellton

The following Vendors were present:

Rick Cajthaml, Account Director	Meritain Health
Erin Collins, Trust Administrator	ECA
Missy Jenson, Wellness Consultant	ECA
Amanda Weaver, Group Benefits Specialist	ECA

The following Guests were present:

Judy Urquijo	Desert View Schools
Stephanie Finch	Town of Eagar
Yvonne Gearing	Kingman Academy of Learning
Linda Watson	City of Page
Tammy Claridge	City of Safford
Leslie Norton	City of Safford

1. Call to Order

The meeting was called to order at 8:31 a.m. by Chairperson, Ryan Hackmann.

2. Roll Call

Roll Call was taken by Amanda Weaver.

3. Approval of Meeting Minutes – August 17, 2017

Ryan Hackmann asked for approval of the meeting minutes from August 17, 2017.

Val Cordova made a motion to approve the minutes as presented. Kay Eddlemon seconded the motion.

The motion was approved 9-0.

4. Financial Report/Expenditure Approval through September 2017

Amanda Weaver reported the Trust showed a loss of **(\$243,548)** as of the end of September. The All Years Cash Position showed at \$8,302,233. The Estimated IBNR (Incurred But Not Reported) liability is reported at **(\$1,385,903)** and the accruals reported at \$25,244, bringing the All Years Surplus/Deficit to \$6,941,956.

Amanda also reported that medical claims were running over budget YTD at 112%. Pharmacy Claims also ran over budget for the year at 112% and Dental claims were running over budget at 111%.

General Operating was running under budget at 68%.

Large cases; The Trust was also informed that there were three (3) cases over \$75,000, totaling \$481,817. Two (2) of the large cases had exceeded the specific deductible of \$150,000 by \$42,974. Meritain had collected \$21,313 as of the end of September and would continue to obtain the additional amount due.

Susan Chan made a motion to approved Financial Report through September 2017 as presented. Kay Eddlemon seconded the motion.

The motion was approved 9-0.

5. Discussion and Possible Action Regarding RAGHT's Annual Financial Audit for the Plan Year 2016-2017

Erin Collins stated that a copy of RAGHT's Annual Financial Audit for the Plan Year 2016-2017, conducted by Douglas Kienitz, was included in the meeting packet. He reminded Trustees that an annual financial audit is required by State statute. Erin reported that net assets increased by \$692,688. The Trust's IBNR liability increased from \$1,219,000 to \$1,260,000. ECA has forwarded a copy of this audit to the Director of the Department of Insurance. ECA will provide each entity a copy of this report in writing or electronically upon request. Erin continued by saying he would entertain any questions Trustees had and asked that the Financial Audit be approved as presented.

Susan Chan made a motion to approve the Annual Financial Audit for Plan Year 2016 - 2017 as presented. David Coolidge seconded the motion.

The motion was approved 9-0.

6. Discussion and Possible Action Regarding Monthly Waited Report through Meritain

Rick Cajthaml discussed with Trustees the option to receive a report on a monthly basis on whether documents are necessary and being requested in order to process a Member's claim. Therefore this report would be helpful for Human Resources to know if documents are needed from the Members to better assist them.

Rick asked that each entity email Amanda Weaver whether they would like to receive the report moving forward.

No motion was needed.

7. Discussion and Possible Action Regarding Approval of the Revised Risk Management Plan

Erin explained that the 2017-2018 RMP that was approved at the August 17th Annual Organizational Trust meeting; however, the Town of Wellton brought to ECA's attention that their entity was not listed on page 12 as a RAGHT Member Entity.

ECA corrected the document and asked for approval of the revised RMP which was provided in the meeting packet.

Katie Brady made a motion to approve the revised 2017-2018 Risk Management Plan. Val Cordova seconded the motion.

The motion was approved 9-0.

8. Discussion and Possible Action Regarding Interest in Additional Products to Be Reviewed Through the Upcoming Renewal Process

Erin Collins outlined a few products/services and provided an overview of each for Trustees to discuss and decide if they would like to move forward on receiving quotes.

- **SmartBen** – Hodges-Mace offers an additional tool, Enroll Assist, to help walk through the process of the SmartBen portal with New Hires and also during Open Enrollment. Customer Service Reps can help Members in choosing benefits and can also enroll the Member in the SmartBen system. This was priced out and discussed at the Annual Trustee Conference; however, it was not approved as Trustees were unsure that the product was needed. Due to the frustrations that took place during the implementation, ECA has asked Hodges-Mace to provide a quote for this product.

The following entities agreed for ECA to move forward to receive a quote:

- Desert View Schools
- City of Holbrook
- Kingman Academy of Learning
- Town of Springerville
- Town of Wellton
- City of Williams
- City of Winslow

The following entities requested ECA not to move forward to receive a quote:

- Town of Eagar
- Golden Valley Fire District
- Town of Miami
- City of Page
- City of St. Johns

It was also requested that RAGHT terminate the contract with Hodges-Mace. Erin stated that if that were to happen the Trust would have to buy out the contract for years 2 and 3. As cancellation was not agendized, no action was taken on this request.

- **Vision** – ECA has been asked to obtain pricing for a more enhanced Vision Plan. Katie Brady made a motion to move forward with pricing out options for self-funded vision. Pamela Galvan seconded the motion.

The motion was approved 9-0.

- **EAP** - An EAP provides for free counseling sessions for typically 3 or 6 visits, critical incident response services, as well as referral services for legal, financial, marriage, childcare issues/services. Crisis happens every day; therefore, ECA felt it may be beneficial to look at this option again.

Erin asked that those entities that have an EAP in place to please provide the name of the vendor for ECA to request a quote.

Katie Brady made a motion to move forward with EAP pricing. Susan Chan seconded the motion.

The motion was approved 9-0.

- **FSA** - When SmartBen was implemented, a conscious element was that moving online would allow for the addition of Flexible Spending Accounts (FSA's) for Dependent care as well as Medical, Dental and Vision expenses, with FSA's centralized under RAGHT (administered by Meritain) as a benefit enhancement for members. Given the difficulties experienced in implementing SmartBen, ECA is thinking it might be better to hold off for a year on this addition to continue to smooth out operations.

Pamela Galvan made a motion to hold off pricing and implementing the FSA's. Susan Chan seconded the motion.

The motion was approved 9-0.

- **Summary Plan Documents**- Change the RAGHT Summary Plan Documents from Saddle Stitch to Coil Bound. Meritain requested a quote which outlined an increase for Coil Bound. For budgeting purposes, ECA was looking for direction on the Trust's preference.

The entities discussed whether the Summary Plan Document was necessary to be printed as it could be provided electronically.

The following entities would like to provide their Employees with an electronic copy:

- Desert View Schools
- Town of Eagar
- Golden Valley Fire District
- Kingman Academy of Learning
- Town of Miami
- City of Page
- City of St. Johns
- Town of Wellton

The following entities would like to continue to provide their Employees with the booklet:

- City of Holbrook
- Town of Springerville
- City of Williams
- City of Winslow

9. Wellness Update

Missy Jenson gave an overview of the following Wellness Screenings/Programs:

- Flu/Pneumonia Vaccinations
- Mammograms
- Prostate Exams
- Health Risk Assessment/Quick Health Check
- Passport to Health Program

Missy discussed the progress with the onsite visits to discuss the implementation of the Wellness Support Network.

Trustees were reminded that the “Year in Good Health” Calendars would be sent to each entity in November to be distributed to all employees during the month of December to help promote good health year round.

10. Administrative Update

Erin gave a brief overview of the following items with Trustees:

Medicare D Letters – Each year Meritain sends out a letter to those Members 65 years and older or disabled to inform them if the Plan they are on is credible or non-credible for purposes of Medicare D.

SmartBen Transition Update –

- Enrollment Portal Trainings- Quinn at Hodges-Mace provided six (6) Webinar trainings in the month of September. ECA is happy to report that every entity attended at least one session.
- Vendor Billings- Continue to reconcile your monthly billings from Meritain, Avesis, and Standard. It is important to review all the billings each month, the vendor billing that ECA believes still has the most inaccurate information is the Standard billing. It is crucial that the information that Standard is receiving is correct. Please take the time to audit the Life billing as we do not want to find that a Member’s coverage is incorrect at the time that a claim is being filed.

Life RFP – Two (2) of the three (3) Request for Proposals were received by the deadline date of October 11th by Securian and Unum. Mutual of Omaha did not submit a proposal. ECA will review the proposals and create a comparison. The information will be provided to Trustees to review and discuss which carrier should be awarded the contract at a future meeting.

Arizona Department of Insurance Examination – All requested documents have been provided to the Examiner and we believe that the examination should be completed by the end of October. Once the process has been completed, the Examiner conducts an exit interview to discuss findings and recommendations. A draft report is then issued with an opportunity to respond to any issues or concerns by the Trust prior to filing of the final report with the Director of the Department of Insurance.

Short Plan Year – In order to transition to a Fiscal Plan Year RAGHT will be offering a Short Plan Year from January 01, 2018-June 30, 2018. Information will be provided to Trustees to distribute to Employees as a reminder.

11. Individual Entity Reports

No entity reports

12. Next Meeting Date

The next Trust meeting is scheduled for January 31st – February 2nd, 2018 in Glendale, Arizona for the Annual Trustee Renewal Conference.

13. Call to the Public

No public was present.

14. Adjourn

Ryan Hackmann requested a motion for adjournment. Susan Chan motioned to adjourn. Val Cordova seconded the motion. The meeting was adjourned at 9:57 a.m.