



Municipalities building a
stable insurance future.

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AGENDA

Joint Committee on Plan Structure and Design

August 23, 2012 – Noon
Old Jail Conference Room

1. Welcome

2. Update on Request for Proposals: (12:00) Steve Locey
 - a. Flex Spending Accounts
 - b. Emergency Assistance Program
 - c. Prescription Drug Manager

3. Presentation on Step-Up Wellness Program (12:30) Ken Foresti

4. Discussion: Labor Voting (12:45)

5. New Business (1:00)

5. Old Business (1:05)

6. Approval of Minutes: (1:10)
 - a. June 7, 2012 (sent previously)
 - b. July 5, 2012

Next Meeting: September 6, 2012

How To Improve Your Health

TIPS

1. Take a few extra steps every day.
2. Eat more fruit and vegetables
3. Track your progress
4. Engage in a friendly competition to get healthy

FREE FITNESS AND NUTRITION PROGRAM

Step Up is a web-based initiative designed by Excellus BlueCross BlueShield to improve health through small, simple, manageable steps. Step Up is designed to assist individuals in improving their daily activity level by taking more steps each day. It also promotes healthy eating by encouraging an increase in fruit and vegetables consumption.

STEP UP PARTICIPANTS RECEIVE:

- A personal, private progress tracker that allows you to set goals, record daily steps and monitor fruit/vegetable intake
- Comprehensive education on physical activity & nutrition
- Healthwise Knowledgebase- for in-depth medical research
- Calorie calculators, BMI estimators and many other interactive tools!
- Printable versions of our balance book, posters, BMI charts and more!
- Healthy tips and nutritious recipes

TRACK YOUR PROGRESS:

Visit www.stepup.excellusbcbs.com and create your free personal profile. Using this Web site, you can track your steps, see how you've improved and celebrate your success when you reach your goal of 10,000 steps per day. If you do other activities other than walking, you can use a free activity conversion tool on the web site to estimate your steps. You can also track the amount of fruit and vegetables that you eat each day to see how you are stacking up against the recommended daily intake.

ENGAGE IN A FRIENDLY COMPETITION TO GET HEALTHY:

Create teams and form a competition - (remember that bowling league? This is the same idea.) Teams can track their steps and how many fruit/vegetable servings they eat for an 8-week period. The competition can be scored by measuring improvement or overall performance.

START TODAY

Log on to stepup.excellusbcbs.com and create your personal account or team competition today! Gain energy, manage your weight and feel great.

step up

Excellus  

Vital. Valuable. Every day.™

Balance Book

**YOUR GUIDE
TO EATING
SMARTER
AND BEING
PHYSICALLY
ACTIVE.**

A Nonprofit Independent Licensee of the BlueCross BlueShield Association



Vital. Valuable. Every day.™



stepup.excellusbcbs.com

THANKS FOR CHOOSING TO STEP UP.

Leading a healthy lifestyle is good for everyone. Your family, your employer, your community, and of course, you. Step Up makes it possible.

It's a program that fits your life (not the other way around) by giving you credit for the choices and activities that surround you every day. It's a simple, achievable, fun way to feel more vital and be more valuable to those around you.

Start by filling out your personal profile at stepup.excellusbcbs.com. We'll provide you with a customized webpage containing relevant information for your fitness level, needs and personal goals.

Welcome to *step*up

Using Your Balance Book

This book will help you set achievable weekly goals, stay healthy and lose weight safely.

Counting Steps

To track your physical activity, we suggest using a pedometer. These are available through many sporting goods and other retail stores. Your starting goal should be a minimum of 10,000 steps a day – which is equal to 30 minutes of physical activity.

If you are performing an activity which can't be measured easily with a pedometer, ex. gardening, there is an activity conversion chart on the following page.

Counting Servings

It's also important to monitor your intake of fruit and vegetables. Your starting goal should be a minimum of 5 total servings a day. On the following page, you'll find a guide to help you calculate servings.

Tracking Goals

The back of the Balance Book contains your logbook pages. Here you'll enter your weight once a week as well as your daily steps and servings.

If you have a personalized Step Up webpage, or are participating in the Step Up Healthy Competition, you'll be able to track your weekly progress online too.

CONVERSION CHARTS

Physical Activity Conversions

Use this handy chart to figure out how many steps are in your daily activities. If you don't find your activity listed, estimate your steps with a comparable activity. Remember, every step counts toward your goal, so make sure you get credit for them.

Number of steps **per minute** of activity:

- Mopping floors = 51 steps
- Weight lifting = 66 steps
- Gardening = 73 steps
- Painting = 78 steps
- Ice skating, leisurely = 84 steps
- Swimming, crawl 1 mph = 91 steps
- Bicycling, 10 mph = 93 steps
- Dancing, socially = 93 steps
- Canoeing, leisurely = 100 steps
- Yoga = 100 steps
- Tennis, competitive doubles = 102 steps
- Skiing, downhill = 109 steps
- Sawing wood = 113 steps
- Cross-country skiing = 114 steps
- Aerobic dancing = 118 steps
- In-line skating, moderately = 125 steps
- Basketball = 138 steps
- Racquetball = 138 steps
- Soccer = 144 steps
- Shoveling heavy snow = 278 steps

What is a serving?

One serving equals:

- 1/2 cup cooked or raw chopped vegetables
- 1 cup raw leafy greens (like lettuce or spinach)
- 1 medium fruit, like an apple or a banana
- 3/4 cup 100% fruit juice; or 1/4 cup dried fruit

week #: 1	weight: 160
daily step goal: 10,000	daily serving goal: 5
# of steps	# of servings
sunday	5
monday	10,400
tuesday	10,200
wednesday	10,200
thursday	10,200
friday	10,200
saturday	10,200
total	70,185

week #:	weight:
daily step goal:	daily serving goal:
# of steps	# of servings
sunday	
monday	
tuesday	
wednesday	
thursday	
friday	
saturday	
total	

week #:	weight:
daily step goal:	daily serving goal:
# of steps	# of servings
sunday	
monday	
tuesday	
wednesday	
thursday	
friday	
saturday	
total	

week #:	weight:
daily step goal:	daily serving goal:
# of steps	# of servings
sunday	
monday	
tuesday	
wednesday	
thursday	
friday	
saturday	
total	

week #: _____ weight: _____
 daily step goal: _____ daily serving goal: _____

	# of steps	# of servings
sunday		
monday		
tuesday		
wednesday		
thursday		
friday		
saturday		
total		

week #: _____ weight: _____
 daily step goal: _____ daily serving goal: _____

	# of steps	# of servings
sunday		
monday		
tuesday		
wednesday		
thursday		
friday		
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total		

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 daily step goal: _____ daily serving goal: _____

	# of steps	# of servings
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MINUTES
Greater Tompkins County Municipal Health Insurance Consortium
Joint Committee on Plan Structure and Design
July 5, 2012 – Noon
Old Jail Conference Room

draft

Present:

Municipal Representatives: 7 members

Schelley Michell Nunn, City of Ithaca; Mary Mills, Village of Cayuga Heights; Herb Masser, Town of Enfield; Jennifer Case, Town of Dryden; Judy Drake, Town of Ithaca; Brooke Jobin, Tompkins County; Betty Conger, Village of Groton

Municipal Representative via Proxy: 1 member

Don Barber, Town of Caroline and Chair, Board of Directors (Proxy – Chantalise DeMarco)

Union Representatives: 3 unit members

Chantalise DeMarco, County White Collar-CSEA; John Licitra, Town of Ithaca DPW Teamsters; Patricia Vandebogart, TC3 CSEA Staff Unit

Union Representative via Proxy: 3 members

Jim Bower, Bolton Point (Proxy – Chantalise DeMarco); George Apgar, President; Ithaca Professional Fire Fighters Assoc. and Ithaca Area Fire Fighters #73 (Proxy – Chantalise DeMarco)

Others in attendance:

Steve Locey, Locey & Cahill (via conference call); Sharon Dovi, TC3

Call to Order

Ms. DeMarco called the meeting to order at 12:05 p.m.

Update on Request for Proposals

Prescription Drug Manager

Mr. Locey reported on the status of the Request for Proposals for Prescription Drug Manager and ongoing negotiations that are taking place with prospective vendors. Requests have been made for additional information and once received the Review Committee will reconvene and make a final recommendation to the Board of Directors.

Flex Spending Account

Mr. Locey reported responses have been received to the second request for information; the Committee will be meeting to begin a review of the information.

Employee Assistance Program

Mr. Locey reported responses to the Request for Proposals have been received. A meeting will be scheduled of the Review Committee to go over the information.

Wellness Discussion

Ms. DeMarco said there have a been different companies presenting information on wellness programs and noted there are wellness offerings available through the RFP for the Prescription Drug Manager as well. She asked for input from the Committee as to what members would like to see and where the various groups are in terms of engaging in some type of wellness directive.

Ms. Nunn spoke of the time it takes to see results from wellness programs and stated costs associated with wellness programs can be a deterrent to enacting programs. She noted there are programs, however, that are available that do not have a cost. The City has conducted health fairs and has solicited Ithaca College in the past and believes it is worthwhile in having conversations about wellness programs. Ms. DeMarco said one topic she would like to see discussed is how willing employers would be to be flexible in the schedules of employees to allow them to participate in wellness activities during the workday.

Ms. Drake said the Town of Ithaca has conducted programs in the past such as a blood pressure clinic but not in recent years due to a decline in interest. She stated one excuse employees gave for not participating was that they were already having screenings done by their physician. She believes the programs that are incentive-based produce more involvement and results. Ms. DeMarco suggested one idea may be to target particular groups of employees differently.

Ms. Jobin said in the past the County has participated in the Excellus Step Up program and provided prizes. The winning team received a catered healthy lunch from the Ithaca Bakery. She also noted the program is web-based. Mr. Masser suggested prizes be given out to more than just the winning team.

Ms. DeMarco asked that members begin thinking of practical wellness programs that the Consortium could engage in. Ms. Jobin asked that members be mindful of the amount of staff time it takes to implement programs.

It was suggested that Mr. Locey be asked for an opinion on whether different rates could be instituted for different groups of employees such as for smokers. Another suggestion was made to look at Worker's Compensation costs and training that could be offered that would lower incidents such as back injuries.

New Business

There was no new business.

Approval of Minutes

Due to lack of quorum approval of the minutes of the June 7, 2012 meeting was deferred to the next meeting.

Joint Committee on Plan Structure and Design
July 5, 2012

Adjournment

The meeting adjourned at 12:35 p.m.

Respectfully submitted by Michelle Pottorff, Administrative Clerk