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## AGENDA

### Joint Committee on Plan Structure and Design

October 4, 2012 – Noon  
Old Jail Conference Room

1. Welcome
  
2. Update on Request for Proposals: Steve Locey
  - a. Flex Spending Accounts
  - b. Employee Assistance Program
  
3. Update on Board of Directors Meeting
  
4. Discussion: Approval by City of Cortland's Request to Become Consortium Participant
  
5. Discussion: Labor Communication with Membership
  
6. Discussion: Medicare Supplement
  
7. New Business
  
8. Old Business
  
7. Approval of Minutes:
  - a. June 7, 2012
  - b. July 5, 2012
  - c. August 23, 2012

Next Meeting: November 1, 2012



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## MINUTES

**Greater Tompkins County Municipal Health Insurance Consortium  
Joint Committee on Plan Structure and Design  
August 23, 2012 – Noon  
Old Jail Conference Room**

draft

***Present:***

***Municipal Representatives: 6 members***

Judy Drake, Town of Ithaca; Brooke Jobin, Tompkins County; Schelley Michell Nunn, City of Ithaca; Mary Mills, Village of Cayuga Heights; Jennifer Case, Town of Dryden; Laura Shawley, Town of Danby

***Municipal Representative via Proxy: 2 members***

Don Barber, Town of Caroline and Chair, Board of Directors (Proxy – Chantalise DeMarco); Betty Conger, Village of Groton (Proxy – Chantalise DeMarco);

***Union Representatives: 4 unit members***

Chantalise DeMarco, County White Collar-CSEA; John Licitra, Town of Ithaca DPW Teamsters; Michael Thomas, City of Ithaca Admin Unit – CSEA 1000; Chris Parker, Tompkins County Blue Collar Unit

***Union Representative via Proxy: 2 members***

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; Beth Miller, Excellus

### **Call to Order**

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

### **Update on Request for Proposals**

#### **Flex Spending Account and Employee Assistance Programs**

Mr. Locey reported each of the Review Committees are continuing to evaluate responses to the Request for Proposals. He said there was some confusion in terms of branding and services and a request for clarification from the vendors will be going out. The Committees will meet again in the next month.

#### **Prescription Drug Manager**

Mr. Locey reported the Review Committee has met several times over the last year and is recommending the Consortium change its Prescription Drug Manager from Express Scripts/Medco to ProAct effective January 1, 2013. He said both of these finalists provided enhanced pricing from what is currently in place. The primary reason for the recommendation of ProAct is based on service from both the employee and employer's perspective. Through

the review process the Committee looked at various areas including pharmacy networks, benefit design, reporting capabilities, customer service, pharmacy pricing, and rebating.

With regard to transitional issues, Mr. Locey said the Committee did not have any reservations about ProAct being able to handle the transition in a professional manner and will be working with them to ensure a smooth transition. The Board of Directors is scheduled to take action this evening.

Ms. DeMarco noted ProAct is a New York-based company and is an employee-owned company.

### **Discussion of Labor Voting**

Ms. DeMarco said the Consortium may add additional participants which could impact voting members. A Committee has been established that is discussing the parameters by which new municipalities come into the Consortium. Marty Cahill advised the Consortium not to limit the numbers in the Municipal Cooperative Agreement because each time the number is surpassed it would require each municipality to vote on the Agreement again. The Board of Directors will consider adoption of a policy this evening that will outline the parameters for a municipality joining.

Mr. Locey said the current Municipal Cooperative Agreement has a very specific definition of what the Board of Directors membership is. At the beginning it was based on having municipalities within Tompkins County as members and not extending beyond the County. He said there have been two municipalities in contiguous counties that have inquired about membership as well as two within Tompkins County. He said there has been discussion of what would be involved if the Consortium extended beyond 17. At the present time there are 13 municipalities and two labor representatives. If the membership goes up to 17 a third labor seat is added to the Board of Directors. He said there has been discussion relating to what would happen if membership went beyond 17 and noted this would require a change to the Municipal Cooperative Agreement.

Ms. Mills asked if there are any State requirements related to an additional municipality joining. Mr. Locey said as long as the Consortium complies with Article 47, which means only adding entities that fit the definition of a Municipal Corporation, there is nothing the State would do in terms of restricting a municipality from joining. There is; however, a financial impact because if membership is increased the premium base would increase as well as some of the financial requirements with reserves under Article 47. Any municipality joining the Consortium would be required to contribute to the Capitalization Reserve.

### **Presentation on Excellus Step-Up Program**

Ms. Miller said the Step-Up program is Excellus' lead web-based wellness program and has been in existence for a long time. The program is based on the creation of teams and an eight-week competition. The purpose of the program is to get people moving and is a program the Consortium can create and run. Excellus supplies information and program materials. She briefly reviewed the goal of the program and how participants are motivated to reach 10,000 steps per day. The program is web-based and allows participants to log in and record activity and progress as well as fruit and vegetable intake. There is also a nutrition component with healthy recipes also being provided. Ms. Miller suggested a competition could be each municipality against each other.

Ms. Shawley said she would like to try this program and even though the Town of Danby is a small municipality this might be a good first simple step for employees to become engaged in wellness.

It was the consensus that the Consortium should move forward with a Step-Up Program and to begin a program around the first of the year once budgets have been approved and after the holidays.

### **New Business**

There was no new business.

### **Old Business**

Ms. Drake asked that an upcoming agenda include an update/discussion of a Medicare supplement program.

### **Approval of Minutes**

Due to lack of quorum approval of the minutes of the June 7 and July 5, 2012 meeting were deferred to the next meeting.

### **Adjournment**

The meeting adjourned at 12:53 p.m. The September meeting was canceled; the next meeting will be October 4<sup>th</sup>.

Respectfully submitted by Michelle Pottorff, Administrative Clerk