

**HEALTH CARE COMMITTEE
COUNTY BOARDROOM
WEDNESDAY, FEBRUARY 13, 2019
3:00 PM
MINUTES**

1. Call to Order. – Called to order at 3:01.

2. Roll Call. Melissa Andrews (ch), Dustin Schulz (vc), Janet Gibbs, Mary Bell, Lisa Jording, Derek Reinmann, and Emily Barker were all present. Joe Soto, Jay Shreffler, Doug Mullen, Josh Davis, and Bryant Kempf were absent. Jason Boothe from Snedeker Risk Management (SRM) and County Clerk Dawn Kupfer were also in attendance.

3. Approval of Minutes

a. Approval of December 12, 2018 Minutes

Motion to approve the December 12, 2018 minutes made by Lisa Jording, seconded by Mary Bell. Motion to approve as submitted carried.

4. Public Input - None

5. Report of Fund Balances

Premium & Claims Reserve Fund:	\$ 585,038.33
Health Care Plan Fund:	\$ <u>45,006.45</u>
Total of both funds:	\$ 630,044.78

6. Appointments

a. Appointment of Matt Noar to the Health Care Committee to fill the unexpired term of retiring Mary Bell expiring the 1st Monday in December, 2021.

Motion to approve the appointment of Matt Noar made by Lisa Jording, seconded by Janet Gibbs. Motion Carried.

7. Old Business

a. Consideration/Action on allowing Enhanced 911 employees to participate in the County of Woodford Health Insurance Plan. (Things to consider: Effective Date, Health Applications, Deductible Credit, IBNR claims if they leave our plan).

b. Amendment of the “Agreement for Woodford County Health Care Committee” to allow for the Enhanced 911 employees coming on to the County of Woodford Health Insurance Plan

Both items #7 a. and #7 b. can be removed from future agendas as the Enhanced 911 employees will not be participating in the County Health Care Plan at this time.

8. New Business

a. Discussion of excluding information from the CoreSource weekly check registers.

Melissa Andrews informed the Committee of concerns regarding information on the weekly check registers from CoreSource. She explained how there are two Funds: the Premium & Claims Reserve Fund (which the Treasurer oversees) and the Health Care Plan Fund (which the

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County Clerk oversees). The County Clerk maintains a balance of between \$25,000 and \$50,000 in the Health Care Plan Fund to pay for claims. As this fund is depleted, the County Clerk notifies the Treasurer's office and the Treasurer's office transfers money from the Premium & Claims Reserve Fund to the Health Care Plan Fund. An email containing a link to access the weekly check register is sent to the County Clerk and the Treasurer every Wednesday from CoreSource (which is our Third Party Administrator). The County Clerk and Treasurer are the only two individuals with user names and passwords to access the weekly check register. Information included in the check register is the check number, payee name, check date, participants name, member ID, relationship, claim number, claim amount, total of each check, and an overall check count and report total for the week. The County Clerk and Treasurer view the report and verify that all participants listed are covered by our plan. We have not had an issue and this procedure has been in place for several years. Because we are self-insured, it is typical and allowed under Federal HIPPA laws that a plan sponsor will have access to protected information to administer the plan. Our Plan Document also includes guidelines as to what we can and cannot do with the information. There are penalties for violations of the protection of the information. In our case, the risk is minimal as we are limiting access to two individuals and they have a strong incentive to comply with the privacy and security rules. We can choose to limit the information provided in the check register, however the two individuals with access feel that the information currently provided in the report is necessary to effectively administer the plan. Emily Barker explained that there were concerns when a participant had a claim from a mental health provider that this was communicated to us. The payee name could potentially be removed from the check register but that would result in questionable payment of claims. It was discussed that our offices have a lot of other confidential information, such as employees' personal information, election information and vital records etc. We will continue with the procedures in place with the understanding that we are even more aware of the sensitivity of the information.

b. TRIA Annual Report

The County partners with TRIA and receives an annual report. TRIA works with MedTrak to identify participants with chronic conditions and/or on multiple medications. TRIA contacts the participants to discuss their medications to make sure they are compatible with other medications and also to offer alternative medications. The report was not yet available but we hope to receive it for the March 2019 Health Care Committee meeting.

9. Other

a. County Board Action Follow-up (Monthly item)

There were a couple of appointment that were forwarded to the Board and approved and the 2019 meeting schedule was forwarded to the Board and approved.

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b. Monthly Update/Quarterly Report from Snedeker's

Jason from SRM handed out the 2018 Plan Performance Report thru 12/31/18 and another for January 2019 activity. The 2018 annual report shows that our reinsurance reimbursements and employer/employee contributions (income) have exceeded our plan costs for the year and that we should have an increased our fund balance by approximately \$32,000 for the year. Our enrollment count was steadily increasing for a few years but is now staying flat. Jason also reported that the 2019 Plan Documents were delivered to the County Clerk today for distribution to the employees participating in the plan.

10. Executive Session (if necessary)

11. Any Action Coming Out of Executive Session

12. Announce Next Meeting Date

Next Meeting will be March 13, 2019

13. Adjournment

Motion to adjourn at 3:41 made by Derek Reinmann, seconded by Dustin Schulz. Motion carried.

Melissa Andrews 5/15/19
Melissa Andrews, Chairman of the Health Care Committee