

Minutes - APPROVED
Nominations and Engagement Committee
May 17, 2021 – 3:30 p.m.
Remote Meeting by Zoom

Present: Ed Fairbrother, Laura Shawley Nancy Webster (excused at 4:30 p.m.)
Absent: Gary Mutchler, Terrance Baxter
Staff/Guests: Elin Dowd, Executive Director; Don Barber, Consultant; Michelle Cocco, Clerk of the Board; Judy Drake, Chair of the Board

Call to Order

Mr. Fairbrother, Chair, called the 3:35 p.m.

Approval of Minutes of March 29, 2021

It was MOVED by Ms. Shawley, seconded by Mr. Fairbrother, and unanimously adopted by voice vote by members present, to approve the minutes of March 29, 2021 as submitted. MINUTES APPROVED.

Changes to the Agenda

Ms. Dowd added additional items under her report.

Executive Director Report

Ms. Dowd reported Teri Apalovich was hired and has begun working as the Consortium's She is doing a good job and all responsibilities previously performed by Jessica Hobart have been transferred to her. Ms. Dowd reported the Consortium's financial audit was completed and first quarter Jurat was filed last week. The Consortium's Annual Report should be complete by June 1st.

Ms. Dowd reported the Request for Proposal process for Prescription Benefit Management services is moving forward but is going slowly because of the various ways information was submitted by responders. Locey and Cahill is trying to prepare information so that it can be compared; the Operations Committee will begin to go through all of the proposals at its meeting next week. The Claims and Appeals Committee is reviewing the audit performed by BMI of Excellus claims and will be looking at how claims were adjudicated by Excellus and what ramifications there may be on the Plan. They are also looking at the external claims appeal process and how to more contemporarily communicate information to subscribers; more information will be presented as work moves forward. The Joint Committee on Plan Structure and Design is in the process of looking at utilization reports; the PBM was presented in June and the Excellus report will be presented at its next meeting in June.

Prospective new member

Ms. Dowd said an e-mail was sent out to prospective new members in the seven counties the Consortium currently serves; to date she hasn't received a lot of feedback. She is asking for support from Directors to spread the word about the Consortium and to consider attending presentations and information sessions.

Staffing

The Benefits Specialist position has been posted and a first round of interviews will take place at the end of this week.

HCRA Update

Ms. Dowd said at the last meeting there was a report on work Mr. Barber is assisting with regard to getting clarity on the HCRA (Health Care Reform Act) Tax along with local municipal hospital taxes and whether there is dual taxation. Assemblyperson Kelles has been reached out to but no response from her has been received at this time. A meeting will take place with Former State Senator Seward to see if he can assist as well as advise the Consortium on its request for a new Certificate of Authority from the Department of Financial Services.

Ms. Webster asked if the Consortium needs a particular number of new members to maintain the health of the Consortium. Ms. Dowd said the Consortium is stable at this time and new members are not needed. She commented that it is possible that municipalities are preoccupied with dealing with the pandemic and may not have time. Ms. Drake responded to this question and said the question of the Consortium's growth will be part of strategic planning process that is just beginning. She said more information need to be gathered and committees will start being asked questions and feedback will lead to a more detailed strategic planning discussion.

Executive Committee Report

Ms. Drake announced a vacancy exists on the Audit and Finance Committee due to Jason Molino's resignation from Tompkins County. The agenda packet included other terms that will be expiring at year-end; Ms. Drake suggested moving forward with these appointments will need to take place at the September Board of Directors Annual Meeting. Ms. Drake said there also needs to be discussion of how to get people to attend and be engaged at meetings.

Executive Director Report (continued)

Board Survey

Ms. Dowd said the status of the Open Meetings Law requirements could be changing soon and this is relevant to this Committee as it relates to how we will engage in the future. The Tompkins County Council of Governments has submitted a request to the State to amend the Open Meetings Law to relax the current requirements. It is unknown how long it will take for that to be considered; therefore, there should be conversation about what in-person or hybrid-model meetings will look like as well as what equipment needs there may be. The Consortium is different because various locations members are located. In the past there was discussion of establishing meeting hubs in specific areas where people could meet together.

Ms. Dowd said the Consortium is also looking ways to keep members engaged and will be utilizing more Zoom tools, including polling, whiteboarding, and breakout groups. Another suggestion has been made to consider holding quarterly webinars. Ms. Webster spoke in favor of utilizing Zoom tools.

At this time Ms. Dowd and Ms. Cocco walked the Committee through a test exercise using the polling feature and a three-question sample aimed at getting participation from members. Following the poll, members expressed support for moving in this direction and using these tools. Ms. Dowd said a Board survey would likely be done through a Laserfiche form where members could quickly and easily respond and submit feedback.

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Ms. Webster spoke of a recent positive experience she had attending a Human Services Coalition workshop on effectively leading a meeting through Zoom and will provide information on tools that were used to make that event interactive for attendees.

With regard to the questions presented, Mr. Fairbrother said he liked the questions but would be concerned with the amount of feedback that would be received by adding an “other” category. Ms. Dowd said she would like to add a category where members could indicate what committees they have interest in serving on. This tool will allow for the ability to give a committee a starting point of who to call to gauge interest and find new people. Information will be gathered in upcoming committee meetings that will be compiled and presented to this Committee. She asked members to provide any suggestions.

Mr. Barber said at the last meeting a suggestion was made to let Directors the responsibility and time commitment of each committee. Ms. Dowd said this information will be included in the cover memo but would not be part of the survey. Ms. Drake suggested the survey include a question on serving in an officer position.

Board Agenda topics

Ms. Dowd spoke of topics that she has received on that could be used as a focus topic for the August Board meeting. Those topics include COBRA, specific plan information, high deductible health plans and their relationship to HRAs (Health Reimbursement Account) and HSAs (Health Savings Account), and wellness and how to support employees and how to recognize the stress in them and find resources, Medicare related questions, and financial information about the Consortium, EAP (Employee Assistance Program) resources, and more information on Article 47. Ms. Drake questioned if the smaller municipalities have knowledge and resources on Section 125 – the IRS Plan and pre-tax deductions. Mr. Barber spoke of actuarial value calculations and stated this is an area that many do not understand.

Ms. Drake questioned how long Directors would like the meeting to be and said that will help guide some of the other aspects of planning. She stressed the purpose of the meeting would be an introduction to the 2022 Budget; it would serve as an informational/educational meeting and would not a decision-making meeting.

Ms. Webster was excused at this time.

Set Meeting Dates

The Committee scheduled the next meetings for June 28, July 12, August 16, and September 13th at 3:30 p.m.

Adjournment

The meeting adjourned at 4:32 p.m.