



Greater Tompkins County Municipal Health Insurance Consortium

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"Individually and collectively we invest in realizing high quality, affordable, dependable health insurance."

Board of Directors – APPROVED December 19, 2019 – 6:00 p.m. TC3 Forum

Municipal Representatives: 25

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| Mack Cook, City of Cortland | Jim Doring, Town of Preble |
| Greg Pelicano, Seneca County | Ed Wagner, Town of Owasco |
| Lisa Holmes, Tompkins County | Gary Mutchler, Town of Scipio |
| Alex Patterson, Town of Aurelius | Tom Brown, Town of Truxton (arrived at 6:20 p.m.) |
| Ed Fairbrother, Town of Big Flats (arrived at 6:25 pm) | Nancy Zahler, Town of Ulysses |
| Laura Shawley, Town of Danby | Eric Snow, Town of Virgil |
| Chuck Rankin, Town of Groton | Peter Salton, Village of Cayuga Heights |
| Judy Drake, Town of Ithaca | Michael Murphy, Village of Dryden |
| Tom Adams, Town of Marathon | Donna Dawson, Village of Horseheads (arrived 6:22 p.m.) |
| Richard Nielens, Town of Mentz | Kristen Case, Village of Homer |
| Terrance Baxter, Town of Moravia | Rordan Hart, Village of Trumansburg |
| Christine Laughlin, Town of Newfield | Bud Shattuck, Village of Union Springs |
| John Fracchia, Town of Caroline (via videoconference 6:10 p.m. to 6:45 p.m.) | |

Labor Representatives: 4

Olivia Hersey, 1st Labor Representative and Joint Comm. on Plan Structure & Design
Jim Bower, 2nd Labor Representative
Zack Nelson, 3rd Labor Representative (arrived at 6:12 p.m.)
Tim Farrell, 5th Labor Representative (arrived at 6:32 p.m.)

Excused: 9

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| Steve Thayer, City of Ithaca | Rick Gagliardi, Town of Sennett |
| Charmagne Rungay, Town of Lansing | Joan Jayne, Town of Niles |
| Luann King, Town of Cincinnatus | Nancy Niswender, Village of Groton |
| Kathrin Servoss, Town of Dryden | Ronny Hardaway, Village of Lansing |
| David Schenck, Town of Springport | |

Absent: 7

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| Alvin Doty, Town of Willet | John Malenick, Town of Montezuma |
| Miles McCarty, Village of Freeville | Doug Perine, 4 th Labor Representative |
| Ann Rider, Town of Enfield | Carol Sosnowski 6 th Labor Representative |
| Kevin Williams, Town of Homer | |

Others in attendance:

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| Elin Dowd, Executive Director | Don Barber, Consultant |
| Andrew Braman, Tompkins County Finance | Michelle Cocco, Clerk of the Board |
| Robert Spenard, Locey & Cahill | Jason Cole, Lansing Community Library |

Call to Order

Ms. Drake, Chair, called the meeting to order at 6:08 p.m.

Changes to the Agenda

There were no changes to the agenda.

Chair's Report

Ms. Drake reminded members to provide the Consortium with a copy of the resolution for any appointments made to the Board of Directors by municipal boards at organizational meetings to ensure the Consortium has a record of the officially designated representatives to the Board. Also, Directors will be asked to sign a form acknowledging that they have read the Consortium's Code of Ethics.

Ms. Cocco briefly walked Directors through the Consortium's website to show where benefit plan summaries for each municipality can be accessed.

Approval of Minutes – September 26, 2019

It was MOVED by Mr. Baxter, seconded by Mr. Rankin, and unanimously adopted by voice vote by members present, to approve the minutes of September 26, 2019 as submitted. MINUTES APPROVED.

Appointments

MOTION NO. 003-2019 – APPOINTMENT OF MEMBERS TO THE AUDIT AND FINANCE COMMITTEE

MOVED by Ms. Drake, seconded by Ms. Zahler, and unanimously adopted by voice vote by members present to appoint Jason Cole and Eric Snow to the Audit and Finance Committee for terms expiring December 31, 2022.

MOTION NO. 004-2019 – REAPPOINTMENT OF MEMBERS TO THE OWNING YOUR OWN HEALTH COMMITTEE

MOVED by Ms. Drake, seconded by Ms. Holmes, and unanimously adopted by voice vote by members present, to approve the following reappointments to the Owing Your Own Health Committee for terms expiring December 31, 2022:

Kathy Servoss – Municipal Representative
Emily Mallar – Community Health and Wellness Representative
Jim Bower– Labor Representative

Report from the Nominating Committee

Mr. Patterson presented the recommendations from the Nominating Committee.

RESOLUTION NO. 031-2019 – ELECTION OF 2020 CONSORTIUM OFFICERS

MOVED by Mr. Patterson, seconded by Mr. Farrell, and unanimously adopted by voice vote by members present.

RESOLVED, on recommendation of the Nominating Committee, That the Board of Directors elects the following individuals to serve from January 1, 2020 through December 31, 2020 in the roles as follows:

Board of Directors
December 19, 2019

Chairperson - Judith Drake
Vice Chairperson – Rordan Hart
Secretary – Peter Salton

RESOLVED, further, That the Consortium hereby appoints Richard Snyder as Consortium Treasurer and designates Steve Thayer as the Consortium’s Chief Fiscal Officer for 2020.

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Mr. Brown arrived at this time.

Ms. Dawson arrived at this time.

Executive Committee

Ms. Drake, Chair, reported the Committee met in December and received updates from the Executive Director and it’s Consultants, discussed marketing for the Consortium in the future, and Stop Loss insurance. The Committee will be meeting more frequently in 2020 to prepare for changes to the Municipal Cooperative Agreement.

RESOLUTION NO. 032 - 2019 – DELEGATING AUTHORITY AND RESPONSIBILITY FOR CYBER SECURITY MATTERS TO THE OPERATIONS COMMITTEE

Ms. Dowd said by February 15th the Committee has to confirm its Certificate of Completion for its Cyber Security audit. This is the first time the Consortium has had to be in compliance with that. The audit should be complete soon; due to the requirement to file the Certificate with the Department of Financial Services the Committee is requesting that the Board delegate authority to the Committee to take action to allow that to happen. Ms. Zahler asked if any issues of concern have been identified. Ms. Dowd said there have not been any but the Consortium is at the point of establishing what the audit will be going forward.

MOVED by Ms. Hersey, seconded by Mr. Nielens, and unanimously adopted by voice vote by members present.

WHEREAS, the Board of Directors by Resolution No. 32 of 2018 delegated authority for developing Cyber Security Policies and Procedures to the Audit and Finance Committee, and

WHEREAS, the Consortium has developed and approved by Resolution No. 005 of 2019, a Cyber Security Program including Policy and Procedures, and

WHEREAS, the Tompkins County Information Technology Services Department has undertaken a Cyber Security Risk Assessment on behalf of the Consortium and presented a report to the Operations Committee, and

WHEREAS, the Executive Director is required to annually file a Certificate of Compliance by February 15, 2020, now therefore be it

RESOLVED, That the Board of Directors, due to the required timing of the Certificate of Compliance delegates to the Operations Committee the authority and responsibility for Cyber Security matters to ensure compliance with filing timelines,

RESOLVED, further, That the Operations Committee is directed to bring forward any action requiring approval back to the full Board of Directors for adoption.

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Mr. Fairbrother arrived at this time.

RESOLUTION NO. 033-2019 - AMENDMENT OF RESOLUTION NOS. 11 AND 12 OF 2018 THAT AUTHORIZED THE CHAIRPERSON OF THE BOARD TO SIGN THE MUNICIPAL HEALTHCARE FINANCING COOPERATIVE INTER-MUNICIPAL AGREEMENT

Ms. Drake said last year the Consortium was looking into a Captive for Stop Loss insurance and had entered into a municipal agreement but did not move forward. That group is moving forward and needs the Consortium to terminate its membership in the Captive for 2019-2020. If the Consortium would like to join in the future it can consider doing so.

MOVED by Mr. Hart, seconded by Ms. Holmes, and unanimously adopted by voice vote by members present.

WHEREAS, the Board of Directors by Resolution No. 12 of 2018 authorized the Chair to sign an Inter-Municipal Agreement to participate in the Municipal Health Financing Cooperative (MHFC) as part of a captive layer model for Stop-Loss insurance, and

WHEREAS, the 2019 Stop-Loss proposal from Berkley, the Captive Stop-Loss insurer, was not competitive so the Consortium did not join the MHFC for 2019, and

WHEREAS, the MHFC did not start in 2019, because it did not have the statutory minimum of 3 municipal partners, and

WHEREAS, for reasons unknown to us Relph Benefits Advisors, the Consultant for MHFC, didn't contact the Consortium about our interest in continuing with MHFC in 2020, and

WHEREAS, enough members have committed to join the MHFC for 2020 so that it can be operational, and

WHEREAS, in order to advance forward with a cooperative municipal agreement, which the Consortium would no longer be a participant the GTCMHIC has been asked to consider terminating its membership in the MHFC's 5-G Inter-Municipal Agreement that the Consortium has signed, and

Whereas, the Municipal Healthcare Financing Cooperative has asked us to state that we waive the 90-day notice of termination in order for them to advance with new participants by January 1st, and

WHEREAS termination of our partnership in MHFC does not preclude us from applying to join in the future, now therefore be it

RESOLVED, on recommendation of the Executive Committee, That the Greater Tompkins County Municipal Health Insurance Consortium wishes to officially terminate its membership in the Cooperative effective December 14, 2019,

RESOLVED, further, That the Executive Director is directed to submit a letter of termination signed by the Chair of the Board as required by the Cooperative to make the termination official.

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Executive Director's Report

Ms. Dowd reported she and Mr. Barber traveled to Albany today to a meeting of the New York Healthcare Consortia as part of learning about collaborative ways to continue offering quality healthcare at affordable prices. She said most of the other consortias are school districts, so our Consortium is very unique.

Ms. Dowd said she provided a written report in advance of the Board meeting and invited Directors to ask any questions. She said sample documents are available at this meeting for Directors to provide notice that their municipality has looked at the MCA and had no comments regarding that or has passed a resolution recommending changes. This is the first step in the five-year review that needs to take place. A draft of the 2020 MCA is available on the Consortium's website; that document will continue to be refined at the next meeting of the Governance Structure Committee at its January meeting. Following that meeting it will be presented to Participants for comments along with a summary of the comments received on the 2015 MCA.

Ms. Dowd reported the Owning Your Own Health Committee is working on ways to engage employees to think more proactively about their health and become more involved in healthy lifestyles and healthy habits. During the holidays, the Consortium will be working collaboratively with Excellus and its Wellness Team and has put forth a program entitled the "Maintain Don't Gain Challenge" which involves employees signing up to receive weekly information. The first 100 participants will receive a water bottle and be eligible to participate in a raffle to win prizes at the end of the program.

Ms. Dowd said the program is open to all municipalities; however, participants to date have primarily been from Tompkins County. She asked Directors to encourage participation in the program and provide feedback on the best way to communicate effectively with members.

Financial Report

Mr. Spenard reported on results through October 31st and said premium income was slightly below budget due to the number of members utilizing lower cost plan options. Interest income was significantly above budget due to rates increasing as well as the Consortium's financial management team doing a good job. Prescription drug rebates were below budget; however, this is expected due to prescription drug claims being below budget. To date, there have not been any Excellus Stop Loss reimbursements. Mr. Spenard reported medical paid claim expenses were 9.5% below budget and prescription drug claims were below budget by 6.6%. Revenue was slightly below budget; this is the result of members moving to lower-cost plans.

Mr. Spenard provided an overview and background on reserve accounts and said as of October 31st the Consortium had \$3.3 million in net income and the unencumbered fund balance was \$16.183 million. He referenced the expense distribution chart and stated 93.4% of the total expenses were used to pay all of the Consortium's expenses; these results show the Consortium is operating very efficiently. Overall, the Consortium performed very well during the first ten months of 2019 and expectations are for that trend to continue moving into 2020.

Ms. Zahler asked that in the future that under the list of liabilities and reserves that the unencumbered fund balance be included on the list.

Mr. Brown questioned why actuarial expenses were over-budget. Ms. Dowd explained this is part of the expense of GASB 75 and that more municipalities are participating than expected. In response to Ms. Holmes. Ms. Dowd said the movement of more members into lower-cost plans such as the Platinum Plan will be factored in budgeting.

Report from the Audit and Finance Committee

Mr. Cook, Chair, thanked Mr. Rankin for his service and valuable contributions to the Committee since the Consortium's conception.

Mr. Fracchia ended his video connection at this time.

Mr. Cook said Mr. Hart has been guiding the Committee in looking at its financial strength in the long-term sense aimed at stabilizing its rate and asked him to address that. Mr. Hart said the Consortium is in a strong financial position and has a large unencumbered fund balance. Several years ago a decision was made to have a target for that fund balance of 18% of budgeted claims; at this time it is at approximately 40%. Mr. Hart said there are options for ways to address that of which one is to reduce premiums as quickly as possible and this would be appealing to many. In his work in risk management he said he starts to become concerned about what health care costs are going to look like and what health insurance premiums are going to do over the next 20 years and if they continue to rise he questions how long the Consortium can stay below the larger averages.

Mr. Hart said as fund balance continues to grow, at some point the funds need to be returned to municipalities and this can be done in the form of lower premium increases on an annual basis. However, he suggested taking advantage of the Consortium's strong financial position to "shore up" the Consortium for the next couple of decades. One way to do this is to pay as little in premium as possible to reinsurers. He said if the Consortium budgets an amount for premium but pays less for that premium, the difference could be placed into the Catastrophic Claims Reserve and another option is to shift fund balance as well. He suggested placing additional funds in the Rate Stabilization Reserve as well to provide the Consortium with ability to absorb high cost claims without having to suddenly raise premium. He expressed concern with returning funds to municipalities and then having to recover from a bad year or two of claims. He said once the Reserves reach a high-enough level he would suggest returning as much as possible to municipalities in terms of premium rate mitigation in good years. The proposed resolution is a step towards doing this.

Ms. Dowd commented that the Audit and Finance Committee would be looking at whether adjustments should be made to any other reserves and adjusting the unrestricted funds. Ms. Drake said they will also be looking at how to manage the Catastrophic Claims Reserve and how to manage large claims.

Mr. Brown spoke in support of rate stabilization.

RESOLUTION NO. 034-2019 - AUTHORIZE PURCHASE OF STOP LOSS INSURANCE FOR 2020 WITH EXCELLUS BLUECROSS BLUESHIELD AND INCREASE OF CATASTROPHIC CLAIMS RESERVE AND RATE STABILIZATION RESERVE

MOVED by Mr. Brown, seconded by Mr. Shattuck, and unanimously adopted by voice vote by members present.

WHEREAS, the Consortium must purchase stop loss insurance, as required by Section 4707 of New York State Insurance Law, and

WHEREAS, the Audit and Finance Committee has received two (2) proposals for 2020 Stop-Loss insurance and has considered the variations of Stop Loss insurance models and level of deductible, now therefore be it

RESOLVED, on recommendation of the Audit and Finance Committee, That the Board of Directors authorizes the purchase of the Stop Loss insurance policy with a deductible of \$1M for the

policy period January 1, 2020 to December 31, 2020 with Excellus BlueCross BlueShield to include claims incurred from January 1, 2020 thru December 31, 2020 and paid during the period of January 1, 2020 thru March 31, 2021,

RESOLVED, further, That the Board of Directors hereby approves an increase in the Catastrophic Claims Reserve from \$2.8 million to \$ 4.5 million,

RESOLVED, further, That the Board of Directors hereby sets the Rate Stabilization Reserve at 7.5% of expected claims,

RESOLVED, further, That the Plan Consultant is directed to provide the Executive Director with a copy of said policy.

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**RESOLUTION NO. 035-2019 - AUTHORIZATION TO PURCHASE INSURANCE POLICIES:
ERRORS AND OMISSIONS, DIRECTORS AND OFFICERS
LIABILITY, EMPLOYMENT PROTECTION COVERAGE, AND A
FIDELITY BOND**

MOVED by Mr. Fairbrother, seconded by Mr. Patterson, and unanimously adopted by voice vote by members present.

WHEREAS, it is the desire of the Board of Directors to ensure liability coverage for the Consortium, the Board of Directors personally and professionally, and the participating municipalities, now therefore be it

RESOLVED, on recommendation of the Tompkins County Risk Manager and the Audit and Finance Committee, That the Consortium shall purchase coverage for these policies from the following for the period January 1, 2020 thru December 31, 2020:

- Errors and Omissions Insurance with the Darwin Group at \$1,000,000 limit with \$25,000 retention (placed by insurance agent Haylor, Freyer and Coon);
- Directors and Officers Liability Insurance with the Darwin Group at \$1,000,000 limit with \$25,000 retention and Employment Protection Liability at \$1,000,000 limit (placed by insurance agent Haylor, Freyer and Coon); and
- A Fidelity Bond

RESOLVED, further, That the Chair of the Board is authorized to execute the renewal documents for the policies listed above.

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**RESOLUTION NO. 036-2019 - APPROVAL OF 2020 HEALTHCARE BENEFITS RENEWAL
WITH EXCELLUS BLUECROSS BLUESHIELD**

MOVED by Mr. Murphy, seconded by Mr. Baxter, and unanimously adopted by voice vote by members present.

WHEREAS, the Greater Tompkins County Municipal Health Insurance Consortium (GTCMHIC) is a self-insured municipal cooperative health benefit plan operating pursuant to a Certificate of Authority issued by the New York State Department of Financial Services pursuant to Article 47 of the New York State Insurance Law, and

WHEREAS, Section E Paragraph 11 of the current GTCMHIC Municipal Cooperative Agreement defines the actions to be taken by the GTCMHIC Board of Directors to include the approval of contracts with third parties for the furnishing of goods and services, and

WHEREAS, the Audit and Finance Committee has determined that it is in the Consortium's best interest to continue its relationship with Excellus BlueCross BlueShield for the administration of the Consortium's medical claims, and

WHEREAS, Excellus BlueCross BlueShield charges the Consortium an additional integration fee for the carve out pharmacy services which include enrollment file transfer and accumulator integration, and

WHEREAS, Excellus BlueCross BlueShield prefers to add the carve out pharmacy integration fee to the Consortium PMPM administration fee effective January 1, 2020, with the rate being adjusted each year as not to exceed the contracted total rate,

WHEREAS, Excellus BlueCross BlueShield has agreed to give consideration in future years for Admin Rates to vary based on growth in enrollment numbers and has set discounts at four different contract band levels, now therefore be it

RESOLVED, on recommendation of the Audit and Finance Committee That the Board of Directors hereby approves the 2020 Healthcare Benefits Renewal with Excellus BlueCross BlueShield under the proposed fee structure presented to the Board of Directors for 2020, 2021, and 2022,

RESOLVED, further, That the Chair of the Board be authorized to execute the 2020 contract on behalf of the Consortium.

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**RESOLUTION NO. 037-2019 – APPROVAL OF CONTRACT FOR INVESTMENT
MANAGEMENT SERVICES – WILMINGTON TRUST –
JANUARY 1, 2020 – DECEMBER 31, 2020**

MOVED by Mr. Mutchler, seconded by Mr. Brown, and unanimously adopted by voice vote by members present.

WHEREAS, the Consortium by Resolution No. 032 of 2018 entered into a one-year contract for with Wilmington Trust for investment management services for 2019, and

WHEREAS, Wilmington Trust has satisfactorily honored the terms of its contract including the delivery of reporting as requested, completion of Schedule B of the Consortium's JURAT financial filings with DFS (Department of Financial Services), and

WHEREAS, the Consortium is pleased with the service provided by Wilmington Trust and wishes to extend its contractual relationship for 2020, now therefore be it

RESOLVED, on recommendation of the Audit and Finance Committee, That the Board of Directors authorizes the Consortium to enter into a contract extension with Wilmington Trust for investment management services for a one-year term period January 1, 2020 through December 31, 2020,

Board of Directors
December 19, 2019

RESOLVED, further, That the Chair of the Board of Directors is hereby authorized to execute said contract on behalf of the Consortium.

RESOLUTION NO. 038-2019 – AUTHORIZING FINANCIAL SERVICES AGREEMENT WITH TOMPKINS COUNTY – JANUARY 1, 2020 THRU DECEMBER 31, 2020

MOVED by Mr. Rankin, seconded by Mr. Pelicano, and unanimously adopted by voice vote by members present.

WHEREAS, the Consortium initially formalized a contract with the Office of the Tompkins County Finance Director for the performing Consortium Treasurer functions on July 27, 2018, and

WHEREAS, the Consortium wishes to continue this contract arrangement, now therefore be it

RESOLVED, on recommendation of the Audit and Finance Committee, That the Board of Directors hereby authorizes the Chair of the Board to sign the Financial Services Agreement with Tompkins County for a term commencing January 1, 2020 through December 31, 2020,

RESOLVED, further, that the Financial Services Agreement will be kept on file in the Consortium's records.

RESOLUTION NO. 039-2019 – AUTHORIZING INFORMATION TECHNOLOGY SERVICES AGREEMENT WITH TOMPKINS COUNTY – JANUARY 1, 2020 THRU DECEMBER 31, 2020

MOVED by Mr. Murphy, seconded by Mr. Patterson, and unanimously adopted by voice vote by members present. Mr. Brown asked if these services have ever gone out to bid. Ms. Dowd said they had not; all of the Consortium's systems are integrated under the County's platform.

WHEREAS, the Consortium has received technical assistance at no charge from the Tompkins County Information Technology Services Department (ITS) since beginning operations in 2011, and

WHEREAS, technical support has included website hosting and assistance, e-mail account technical support, audio and visual assistance, development of a secure online enrollment program, and general computer support, and

WHEREAS, the frequency of requests and time involved has increased as the Consortium has grown, and

WHEREAS, the Executive Committee has recommended that the Consortium provide compensation for work done by the Department on behalf of the Consortium,

WHEREAS, the Audit and Finance Committee review the Memorandum of Understanding (MOU) for Information Technology Services and has recommend that the Board of Directors authorize the Board Chairperson to sign this MOU, and

WHEREAS, since initially approved by the Audit and Finance Committee, the need was identified for additional Information Technology Services to be added to the MOU for assistance with the Consortium's compliance with NYCRR 500 Cybersecurity requirements, now therefore be it

RESOLVED, on recommendation of the Audit and Finance and Executive Committees, That the Board of Directors approves an agreement with Tompkins County Information Technology Services for 2020 based on a rate for an average of seven (7) hours per month at \$60 per hour for ITS support provided to the Consortium from January 1, 2020 thru December 31, 2020 for a total of \$5,040,

RESOLVED, that the amount of \$5,040 will be submitted as a single invoice by ITS in January, 2020, and

RESOLVED, that ITS will invoice annually for the direct cost of the assigned Consortium Microsoft Office 365 licenses as procured under the Tompkins County Microsoft Office 365 tenant, and

RESOLVED, further, That this rate and hours associated with ITS support shall be reviewed annually to ensure that as the Consortium grows that it supports the assistance provided by the Department,

RESOLVED, further, That the Chair of the Board is hereby authorized to execute this contract on behalf of the Consortium,

RESOLVED, further, that the TC Information Technology Services Agreement will be kept on file in the Consortium's records.

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**RESOLUTION NO. 040-2019 - AUTHORIZATION FOR CHAIR TO SIGN CONTRACT -
CSEA DENTAL/VISION PLAN – JULY 1, 2020 – JUNE 30,
2023**

MOVED by Mr. Fairborther, seconded by Ms. Zahler, and unanimously adopted by voice vote by members present. Ms. Drake commented that work is underway to have CSEA benefits directly billed to municipalities.

WHEREAS, members of the Greater Tompkins County Municipal Health Insurance Consortium (GTCMHIC) have access to dental and vision coverage through CSEA, and

WHEREAS, this benefit is not a Consortium product, so the premium costs are a straight pass through with those members protected by this benefit paying all of the premium cost, and

WHEREAS, the members using this benefit from CSEA are very happy with the cost and benefit coverage, now therefore be it

RESOLVED, on recommendation of the Audit and Finance Committee, That the GTCMHIC Board of Directors authorizes the Chairperson to sign a three-year contract for this benefit package with CSEA Employee Benefit Fund for the period July 1, 2020 thru June 30, 2023.

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**RESOLUTION NO. 041-2019 – EXTENSION OF CONTRACT FOR PLAN CONSULTANT – LOCEY
& CAHILL, LLC – JANUARY 1, 2020 – DECEMBER 31, 2020**

MOVED by Mr. Salton, seconded by Mr. Murphy, and unanimously adopted by voice vote by members present.

WHEREAS, the Consortium requires ongoing Plan consulting services to continue its operations, and

WHEREAS, the Plan consulting services needed include: strategic planning, financial analysis, recommending a budget, producing and filing benefit plan documents, calculating premium equivalents, preparing a variety of internal reports and requests for proposals, attending Board and Committee meetings, claims trends and large loss analysis, assisting municipal partner with benefit and premium questions, and interfacing with third party administrators and ancillary benefit providers, and

WHEREAS, the Consortium issued a Request for Proposals and by Resolution adopted on October 28, 2010, selected Locey & Cahill, LLC of Syracuse to provide consulting services for the Consortium, and

WHEREAS, the Executive Committee has discussed the need and scope of Benefit Plan Consultant Services and recommends that the Consortium continue to retain Locey and Cahill, LLC for those services, and

WHEREAS, the Audit and Finance Committee has reviewed and discussed the terms of the Consortium's contract with Locey and Cahill, now therefore be it

RESOLVED, on recommendation of the Audit and Finance Committee, That the Board of Directors hereby extends its contract with Locey & Cahill, LLC for an additional one-year term for the period January 1, 2020 through December 31, 2020.

Report from the Operations Committee

Ms. Holmes, Chair, reported the newly formed Committee has met twice; at its initial meeting the Committee established its leadership and reviewed the goals and purpose of the Committee. At the second meeting the Committee discussed a routing grid for topics and items that will be coming through the Consortium's committees and received a report from Greg Potter, Tompkins County Director of Information Technology Services, on the Cyber Security Audit and Risk Assessment. He reviewed what ITS will be undertaking as part of that audit which is very thorough. The Committee will meet next on December 23rd.

Report from the Governance Structure/MCA Review Committee

Mr. Rankin, Chair, reported the Committee met on November 13th and continued the process of reviewing the Municipal Cooperative Agreement and feedback from the Consortium's legal counsel. Municipalities were asked to submit comments on the 2015 MCA; he asked members to provide feedback, if possible, through a form being provided at this meeting. The next meeting of the Committee will be January 8th.

Report from the Joint Committee on Plan Structure and Design

Ms. Hersey, Chair, reported canceled the last two meetings due to the holidays and weather but will meet again on February 6th. The focus now will be filling labor seats on committees as well as replacing her as Chair of the Committee. Ms. Drake commented that 2020 will be a busy year

for the Committee as they will be looking at the actuarial values for Metal Plans and will likely be making recommendations for adjustments. She stressed the importance of every municipality sending a representative to these meetings. Ms. Zahler asked that Directors receive notification of these meetings.

Report from the Owning Your Own Health Committee

Ms. Dowd reported on behalf of Kathy Servoss, Chair, and called attention to the Consortium's Newsletter and an article highlighting the record-breaking participation in members getting the flu shot vaccination. She said the Committee is working on how to improve the delivery of information to members and will be meeting back-to-back with the Joint Committee on Plan Structure and Design so that information and ideas can be shared. A final time for meetings has not yet been set. The next promotion the Committee will be working on is the Blue4U biometric baseline testing that is provided free of charge to members of Metal Level Plans. Anyone who is interested in hosting a clinic were asked to let her know; there is a minimum of ten sign-ups for a clinic to be hosted. Ms. Drake said communication to employees is important and municipalities are being encouraged to join the informational conference call that will be held and to promote this free benefit to members of Metal Level plans.

New Business

There was no new business.

Adjournment

The meeting adjourned at 7:28 p.m.