



**Greater Tompkins County Municipal Health Insurance Consortium**

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*“Individually and collectively we invest in realizing high quality, affordable, dependable health insurance.”*

**RESOLUTION NO. 001-2018 - AUTHORIZATION TO ISSUE REQUEST FOR PROPOSALS FOR WELLNESS CONSULTANT**

MOVED by Ms. Servoss, seconded by Ms. Zahler, and unanimously adopted by voice vote by members present.

WHEREAS, through an electronic poll conducted on January 2, 2018 a majority of Directors supported a recommendation of the Owning Your Own Health Committee to develop a Request for Proposals (RFP) for a Wellness Consultant, now therefore be it

RESOLVED, That the Board of Directors retroactively authorizes the development of a Request for Proposals for a Wellness Consultant to work approximately 40 hours per month to complete the following scope of work:

1. Plan, coordinate, direct and evaluate all Consortium wellness programs and operations to ensure the Consortium’s vision of a culture of preventative health care are conducted efficiently and effectively and in accordance with the Board’s direction.
2. Develop point of contact with each municipal partner and, at least semi-annually, make site visits and connection with subscribers.
3. Support municipal partners in developing wellness policy and implementing worksite wellness programs.
4. Conduct outreach to all subscribers regarding wellness information and program opportunities and facilitate enrollment.
5. Stay abreast of wellness initiatives locally, statewide and nationally. Share that information with municipal partners and recommend Consortium-wide wellness initiatives.
6. Seek opportunities to collaborate with other employers in our area and our TPA’s on wellness programs.
7. Attend and support all meetings of the Owning Your Own Health Committee.
8. Provide Wellness content for Consortium website, newsletter, and other subscriber outreach material.

RESOLVED, further, That the developed Wellness Consultant RFP packet must be approved by a majority vote of the Audit and Finance Committee before it is released to the public,

RESOLVED, further, That the Consortium is not bound to award the RFP, but is seeking proposals for further discussion.

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STATE OF NEW YORK    )  
                                  ) ss:  
COUNTY OF TOMPKINS )

I hereby certify that the foregoing is a true and correct transcript of a motion adopted by the Greater Tompkins County Municipal Health Insurance Consortium on March 22, 2018.

  
Michelle Pottorff, Administrative Clerk