Present: Lisa Holmes, Ed Fairbrother; Sunday Earle, Schelley Michell-Nunn

Excused: Mark Emerson, Nancy Webster, Laura Granger, Janine Bond, LuAnn King

Staff/Guests: Elin Dowd, Executive Director; Lynne Sheldon, Clerk of the Board; Teri Apalovich, Finance Manager; Steve Locey, Locey & Cahill

**Call to Order**

 Ms. Holmes, Chair, called the meeting to order at 1:03 p.m.

**Changes to the Agenda**

Ms. Dowd withdrew the Resolution (Agenda Line #6), Amendment of Resolution No. 011-2020-Authorization by the Board of Directors to Benefit Plans from the Consortium’s Menu of Benefit Plan Offerings and Restricting Plan Enrollment and changed the withdrawal to a discussion only.

**Approval of April 25, 2022 and May 23, 2022 Minutes**

 It was MOVED by Ms. Drake, seconded by Ms. Michell-Nunn, and unanimously adopted by voice vote by members present, to approve the April 25, 2022 and May 23, 2022 minutes as submitted. MINUTES APPROVED.

**Executive Director Report**

 Ms. Dowd referred to the withdrawn amendment and explained that the resolution, which was a resolution from a previous committee meeting, had been attached to the new agenda in error. She clarified that this committee has previously discussed this topic on April 25, 2022 and details are reflected in the those minutes. Ms. Dowd explained that there were two updates made. She said the first ‘RESOLVED’ on the new drafted amendment, the wording was revised in the last sentence to reflect eliminating individuals coming back into plans they once were offered. She stated this committee was conflicted as they voiced that they advise retirees that they can go back into these plans.

 Ms. Dowd shared since the last Operations Committee meeting, the Executive Committee, along with several large municipalities present, further discussed this topic. The Executive Committee consensus made was if the Consortium restricted allowing employees or retirees from re-enrolling in these plans after December 31, 2024, the Consortium would be giving municipalities two and a half years to work out any contractual agreements to start communication process to eliminate individuals coming back into plans that the Consortium is looking to strike from its offerings.

Ms. Dowd explained the second update to the resolution to be the last ‘RESOLVED’. The initial wording stated once membership drops down to zero but is now updated with wording that states if the membership drops to below five total Consortium, not employee groups, and the plan is no longer being offered to active employees or retirees. In addition, this would eliminate MM6 Comprehensive Plan on December 31, 2023. This plan is only used by Tompkins County, and they have agreed to that date. Ms. Dowd also said the revised wording would also eliminate the MM3 Classic Blue MM RX with an end date of December 31, 2022. There is only one City of Ithaca participant on this plan and due to low enrollment the City of Ithaca will transition this individual to a similar plan.

 Ms. Dowd asked the committee members if this was a reasonable resolve, the revised resolution would move to the Joint Committee next week to take possible action.

 Ms. Holmes agreed that this is a workable option.

Ms. Drake asked if a municipality were actively offering a PPO plan, is the Consortium asking to no longer offer the plan. Ms. Dowd responded this PPO plan would fall into the second ‘RESOLVE’ discussion that no new members would be allowed to go into that PPO plan. The municipality could continue to offer that PPO plan, but if the plan drops below five total Consortium enrollees, the plan would be eliminated.

Ms. Michell-Nunn asked regarding the City of Ithaca MM3 individual, and Ms. Apalovich confirmed that Steve Thayer has been in contact with the Consortium, he understood the process of moving that individual and the individual has since been switched.

Ms. Holmes questioned Comprehensive Value Plan, and if this resolution confirms that new enrollees are restricted from joining that plan. Ms. Dowd concurred that the resolution would remove that plan from the offerings. Ms. Holmes also asked if Tompkins County was below five, and Ms. Dowd concurred that Tompkins County dropped below five in 2022.

Ms. Earle asked for clarification that since TC3 offers the MM2, and has no plan to eliminate this plan, would they be able to still offer the plan. Ms. Dowd concurred. She stressed that no new municipality could pick up the plan.

Ms. Drake asked when taking those into consideration of people that are moving to the platinum plan, they can't come back to a PPO or some other plan once they've been moved. Ms. Dowd concurred.

Ms. Michell-Nunn questioned if individuals on the indemnity plan, if they retire in 2025, are they able to stay on the indemnity plan as a retiree. Ms. Dowd stated if individuals are in a plan, they can remain in it until the Consortium eliminates the plan Consortium wide. She added that what is going away immediately is the two plan that have less than five. At any point, once the Consortium gets down to plans with less than five, the Consortium will be contacting municipalities and letting you know that we're going to be eliminating that plan and individuals will have to move accordingly.

Ms. Drake added based on the several questions and clarifications from the Committee Members of whom Municipal Human Resources employees are, the last ‘RESOLVE’ on the draft resolution should be broken down into two resolves as the language needs further clarification.

**Wage and Job Scale**

 Ms. Drake announced with long term planning looking at other additional positions to the Consortium, she put together a classic job classification structure. This is a point system for the different classes, which is then tied to a step-wage program.

Ms. Holmes questioned if the Consortium positions were considered Town employees and are they confidential class or separate from unions, and the cost-of-living wages. Ms. Drake answered for white collar we do not have a contract. The Consortium is separate from the Town of Ithaca and will classify their own employees a separate wages and job structure, not tied to other contracts.

Ms. Drake also added that there has been uncomfortableness as committees discuss individual’s salaries around other members or colleagues during a meeting. She said this structure will allow us to meet our Human Resource goals by creating equity in the workplace without discrimination. She also said that the cost-of-living adjustments to the Wage Scale would be incorporated within the aspects to the budget so that when premiums go up due to claims trending, that the wage increases would be a part of the budget process as well and there will wage steps and job rate adjustments every year.

**RESOLUTION NO. – 2022 – CREATE JOB CLASSIFICATION SYSTEM AND WAGE SCALE FOR THE GREATER TOMPKINS COUNTY MUNICIPAL HEALTH INSURANCE CONSORTIUM**

MOVED by Mr. Fairbrother, seconded by Ms. Earle, the resolution was unanimously adopted via visually seen members by voice vote to move forward to the Executive Committee for discussion and vote.

WHEREAS, The Consortium created the Executive Director position through the Town of Ithaca as the Employer of Record in December 2018; and

WHEREAS, The Consortium currently has four full time positions and there are needs for additional positions being identified through Long-Range Planning process; and

WHEREAS, The Executive Director and Human Resources Manager have created a formal system for classifying positions and establishing a wage scale, which are best practices for ensuring non-discriminatory employment actions; and

WHEREAS, The Operations Committee has reviewed the proposed Job Classification Structure and the 2022 Wage Scale which will be annually modified by a Cost-of-Living adjustment through the budget process; now therefore be it

RESOLVED, on recommendation of the Operations Committee, That the Executive Committee on behalf of the Board of Directors, hereby approves the GTCMHIC Job Classification Structure and Wage Scale; and be it further and,

RESOLVED, the Wage Scale will be annually revised by a Cost-of-Living adjustment established during the budget process.

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**Executive Session**

It was MOVED by Ms. Drake, seconded by Ms. Michell-Nunn, to enter into executive session at 2:02 p.m. for continued discussion regarding the follow up to the executive session held at the last Committee meeting pertaining specifically to prescription benefit management services.

On motion of Ms. Earle, seconded by Ms. Drake, and unanimously adopted by voice vote by members present, the meeting returned to open session at 2:40 p.m.

**Next Meeting Agenda Items**

 Vendors management and performance discussion regarding prescription benefit management services.

Resolution discussion Benefit Plans from the Consortium’s Menu of Benefit Plan Offerings and Restricting Plan Enrollment

**Adjournment**

The meeting adjourned at 2:46 p.m.

The next meeting will be held October 24, 2022

*Respectfully submitted by Lynne Sheldon, Clerk of the Board*