



## Greater Tompkins County Municipal Health Insurance Consortium

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

### Regular Meeting

**Board of Directors – Tentatively Approved by Executive Committee 11/3/2021**

**September 23, 2021 – 5:00 p.m.**

**Tompkins County Dept. of Emergency Response/Remote by Zoom**

#### ***Municipal Representatives: 33***

Steve Thayer, City of Ithaca  
Ruby Pulliam, Tompkins County  
Mark Witmer, Town of Caroline  
Kevin Williams, Town of Homer  
Charmagne Rungay, Town of Lansing  
Gary Mutchler, Town of Scipio  
Chris Wagner, Seneca County  
Mary Brouchard, Town of Ulysses  
Peter Salton, Village of Cayuga Heights  
Betty Conger, Village of Groton  
Rordan Hart, Village of Trumansburg  
Darcy Rigdon, Lansing Community Library  
Jim Doring, Town of Preble  
Ronny Hardaway, Village of Lansing  
Luann King, Town of Cincinnatus  
Tom Brown, Town of Truxton  
Alex Patterson, Town of Aurelius

Mack Cook, City of Cortland  
Shondrea Cobb, Town of Big Flats  
Terrance Baxter, Town of Moravia (arrived at 5:11 p.m.)  
Judy Drake, Town of Ithaca  
Christine Laughlin, Town of Newfield  
Lonnie Childs, Village of Watkins Glen  
David Schenck, Town of Springport  
Eric Snow, Town of Virgil  
Tom Gray, Town of Sennett  
Bud Shattuck, Village of Union Springs  
Ed Wagner, Town of Owasco  
Michael Murphy, Village of Dryden  
Laura Shawley, Town of Danby (arrived at 5:21 pm)  
Leonardo Vargas-Mendez, Town of Dryden  
Janine Bond, Town of Hector  
Ray Bunce, Town of Spencer (arrived at 5:51 p.m.)

#### ***Labor Representatives: 5***

Jim Bower, 2<sup>nd</sup> Labor Representative and Joint Comm. on Plan Structure & Design Chair  
Zack Nelson, 3<sup>rd</sup> Labor Representative  
Nancy Webster, 1<sup>st</sup> Labor Representative  
Ian Tompkins, 5<sup>th</sup> Labor Representative  
Kate DeVoe, 7<sup>th</sup> Labor Representative

#### ***Excused: 4***

Joan Jayne, Town of Niles  
Donna Dawson, Village of Horseheads  
Lou Anne Randall, Town of Cuyler  
Donald Fischer, Town of Horseheads

#### ***Absent: 14***

Richard Lewis, Town of Catherine  
Loren Zorn, Town of Tioga  
Stephanie Redmond, Town of Enfield  
Tom Adams, Town of Marathon  
Alvin Doty, Town of Willet  
John Malenick, Town of Montezuma  
Tanya DiGennaro, Village of Homer  
David Hertel, Town of Dix  
Chuck Rankin, Town of Groton  
Richard Nielens, Town of Mentz  
Doug Perine, 4<sup>th</sup> Labor Representative  
Miles McCarty, Village of Freeville  
Carol Sosnowski 6<sup>th</sup> Labor Representative  
Mike Baratta, Village of Owego

#### ***Vacancy – Labor: 1***

#### ***Others in attendance:***

Elin Dowd, Executive Director  
Drew Braman, Tompkins County Finance  
Don Barber, Consultant  
Michelle Cocco, Clerk of the Board

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Kylie Rodrigues, Benefits Specialist  
Paul Pelton, Robert Spenard, Locey & Cahill  
Kelli Lasher, Excellus  
Corey Prashaw, ProAct  
Morgan Randozza, ProAct

Teri Apalovich, Finance Manage  
Sunday Earle, TC3  
David Mastronaglo, ProAct

### **Call to Order**

Ms. Drake, Chair, called the meeting to order at 5:01 p.m.

### **Approval of Minutes – December 17, 2020**

It was MOVED by Mr. Mutchler, seconded by Mr. Wagner, and unanimously adopted by voice vote by members present, to approve the minutes of December 17, 2020 as submitted. MINUTES APPROVED.

### **Changes to the Agenda**

The agenda was revised to include an updated resolution entitled “Accept Applications by the Towns of Erwin and Throop and Villages of Minoa and Fayetteville”.

### **Proclamation**

Ms. Drake, on behalf the Board of Directors and Consortium staff, read the following proclamation and thanked Beth Miller for all the work she has done for the Consortium.

### **PROCLAMATION**

WHEREAS, prior to the formation of the Consortium, Beth Miller was the Excellus BlueCross BlueShield marketing and sales representative assigned to many of the municipalities within Tompkins County. She held the trust, respect, and rapport with these municipalities which helped give credence to the concept of a consortium, and

WHEREAS, Beth Miller was instrumental in assisting the Tompkins County Council of Governments (“TCCOG”) in taking the idea of a municipal cooperative health insurance plan and creating the Greater Tompkins County Municipal Health Insurance Consortium a reality, and

WHEREAS, the respect and trust that was embedded in her relationship with the Consortium’s initial members was a key factor in both initial and ongoing operations of the Consortium, and

WHEREAS, Beth has been instrumental in educating and assisting Consortium benefit clerks and has advocated for the Consortium since its inception with both management, labor, and Excellus executives, completing work relating but not limited to municipal onboarding, group structure development, benefit plan design assistance, resolving claims issues, resolving membership issues, labor negotiations assistance, and presenting information to employees and/or retirees, and

WHEREAS, since January 1, 2011 to today, Beth Miller has worked with the Consortium leadership to make sure the Consortium’s operations ran smoothly and most importantly to make sure the covered members received their benefits as planned, and

WHEREAS, Beth has been a tremendous and invaluable resource to the Consortium and has provided a high level of service and support to all Consortium benefit clerks, Directors, and staff whenever needed, and

WHEREAS, Beth has retired from her position at Excellus Blue Cross Blue Shield effective September 8, 2021, now therefore be it

RESOLVED, That the Greater Tompkins County Municipal Health Insurance Consortium Board of Directors hereby expresses its deepest appreciation to Beth Miller for her tireless support and contributions she has made to the creation and the ongoing success of the Consortium,

RESOLVED, further, That Beth's knowledge of employee benefits and the insurance market, along with her professionalism, infectious personality and smile have been an asset to the Consortium and its leadership for more than a decade and will be greatly missed,

RESOLVED, further, That the Board of Directors extends an abundance of gratitude to Beth for her dedication and devotion and extends its best wishes for a happy and healthy much-deserved retirement from Excellus BlueCross Blue Shield.

\* \* \* \* \*

### **Chair and Executive Committee Report**

Ms. Drake reported efforts are underway on long-term planning for the Consortium. She also reminded Directors of the approval process that takes place each time the Municipal Cooperative Agreement is updated and the need for action by municipalities. A template resolution will be circulated to all members with information and a link to upload a resolution approving the 2022 Amendment and signature page to the Consortium's web portal. She also reminded Directors of the annual requirement to attest that they have read and comply with the Consortium's Conflict of Interest and Code of Ethics Policy.

### **Executive Director Report**

In addition to a written report included in the agenda packet, Ms. Dowd reported on recent improvements in customer service, including the establishment of a dedicated Excellus customer service line for Consortium members effective October 1<sup>st</sup> and new identification cards being issued on January 1<sup>st</sup>. She introduced Kelli Lasher who will be handling the Consortium's account at Excellus and who helped facilitate the dedicated customer service number. She also reported the Department of Financial Services has issued the Consortium's new Certificate of Authority that will allow the Consortium to operate in a 16-County region. A press release will be issued about this once details are finalized relating to new Participants for 2022.

Ms. Dowd reported on a new practice that will begin this year and stated the 2022 premium rates will be sent directly to each municipality with their plan and premium rate information. Ms. Dowd said typically when changes are made to benefit plans in the areas of deductibles and out-of-pocket maximums the premium rate increase would be lower for the impacted plans; however, no plan changes were made this year. As a result of there being no changes, an across-the-board rate increase will apply to all plans in 2022.

### **2021 Financial Update**

Mr. Pelton provided a financial update through August 31, 2021 and stated the Consortium was 1.51% below budget on revenue. The primary reason for this is due to the large number of

members moving from Indemnity and PPO plans into the Platinum Plan. Some of the loss was offset by prescription drug rebates through half of the year; rebates are currently \$265,000 above budget. The Consortium received two rebates totaling \$1.11 million; two additional rebates are expected by year-end. Mr. Pelton reported there have been no Stop Loss reimbursements in 2021. He said medical claims are 3.54% (\$1 million) under budget; prescription drug claims are approximately 3% above budget. Cumulatively, expenses are 1.44% below budget. The result is the Consortium has a net income of approximately \$100,000 through August 31<sup>st</sup>.

Mrs. Shawley arrived at this time.

Mr. Pelton reviewed the history and growth in total contract counts and noted 94.779% of the budget is being utilized to pay subscriber claims; 5.221% is paid towards all costs to operate the Consortium, including Stop Loss insurance. He provided a brief summary of the financial impact Covid-19 has had on paid claims and stated prior to the pandemic the Consortium was averaging \$2.3 million monthly in paid claims. In early 2020 that increased to \$2.4 million and during the peak of the pandemic it trended at \$2.187 million which was approximately a \$2.5 million decrease. In 2021 some of the discretionary procedures started to take place as things begin to return to a somewhat normal situation. Mr. Pelton said during Covid claims were collectively \$4.3 million below budget and this is what allowed the Consortium to offer a premium holiday in 2020. The 2022 Paid Claims trends utilized for the budget projections were 5.00% for medical claims and 7.50% for prescription drug claims based on an updated per covered life claims projection which includes data as of August 31, 2021.

### **2022 Budget Presentation**

Ms. Dowd provided an overview of the various components that make up the budget, including income sources, noting that a 5% premium rate increase would bring premium revenue to \$57,752,443 and total revenue to \$60,798,104 in 2022. She called attention to the rebate budget line and said the Board will be asked to approve a contract with ProAct for Prescription Benefit Management Services. She said ProAct has had successful negotiations with specialty drugs and other rebates and this will result in the Consortium seeing a significant increase in rebates.

Ms. Dowd said premium income includes a 5% increase in the premium equivalent rates for the 2022 Fiscal Year. The 2023 through 2026 Fiscal Years include premium increases of 6.0%, 7.0%, 7.0% and 7.0%. She reviewed budgeted expenses and said Directors will start to see the Consortium move away from some of the consulting services that have been used in the past and adding more in the area of salaries and total compensation.

Ms. Dowd highlighted important notes and assumptions as contained in the Budget Presentation document provided to all Directors in advance of the meeting and specifically spoke about the Catastrophic Claims Reserve. She said there is discussion taking place by the Audit and Finance and Executive Committees about how this will be managed going forward and stated the Consortium will be talking about adding interest and including the difference in savings on how Stop Loss Insurance is purchased. She noted this does not impact the overall budget or the premium rate increase. Based on the August results, the Consortium is on track to end the year with a 23.6% unencumbered fund balance. The proposed budget would result in a decrease of this to 19% as is directed by the budget policy. The following are assumptions contained in the 2022 budget:

1. Maintain the Surplus Account at 5% of the annual premium of the Consortium in compliance with §4706(a)(5) of the New York State Insurance Law. The value of this reserve, as projected for the 2022 Fiscal Year, is \$2,887,622.19. This will satisfy an Article 47 statutory reserve requirement.

2. Maintain the IBNR Claims Liability Reserve as required by §4706(a)(1) of the New York State Insurance Law at a value in line with the expected cost of “run-out” claims. We are recommending that this reserve continue to be funded at 12.0% of expected incurred claims consistent with the direction received by the Consortium from the New York State Department of Financial Services. Based on our projections, this reserve would equal approximately \$6,874,453.35 for the 2022 Fiscal Year.
3. Continue to manage the specific stop-loss insurance policy which recently increased the deductible to \$1,000,000. We originally funded Catastrophic Claims Reserve at an amount equal to \$4,500,000.00 for the 2020 Fiscal Year. This reserve is specifically designed to protect the cash flow of the Consortium from the effects of high dollar claimants, especially those that fall between the old deductible of \$600,000 and the \$1.0 million deductible since 2020.
4. Maintain the Claims/Rate Stabilization Reserve in an amount equal to 7.5% of expected paid claims (\$4,296,533.35). These funds could be used in future years to mitigate premium rate increases and to “soften the blow” from a period of hyper-inflation in the overall paid claims.
5. Continue to negotiate reasonable increases to the administrative fees paid to ExcellusBlueCross BlueShield and ProAct, Inc. as part of the annual renewal process.
6. Monitor and update the investment strategies of the Consortium to continue to maximize the interest earnings associated with the reserve and surplus funds while maintaining the flexibility needed in cash flow to prudently manage the Consortium’s finances.
7. In consideration of the overall financial position of the Greater Tompkins County Municipal Health Insurance Consortium and its goals and objectives, Locey & Cahill, LLC is recommending that the Board of Directors approve a 5.0% increase in premiums for the 2022 Fiscal Year. As a point of information, a 1.0% increase in premiums paid equals approximately \$550,000 for the 2022 Fiscal Year.

**RESOLUTION NO. 012 - 2021 – ADOPTION OF BUDGET, PREMIUM RATES, AND RESERVE AMOUNTS FOR 2022**

MOVED by Ms. Webster, seconded by Mr. Bond.

Mr. Brown asked if it would be possible to track the Consortium’s internal costs from year-to-year and share with the Board of Directors at its annual meeting. Ms. Apalovich said she will work on preparing this information.

Mr. Brown requested information on the average rate increases of other plans outside the Consortium. Ms. Dowd said the Department of Financial Services increase for the average increase per plan for the Excellus small group rates was requested for 9.7% and the New York State average was requested at 14%. These rates were approved at 8.7% for Excellus and 7.6% on average for other plans.

The resolution was unanimously adopted by voice vote by members present.

WHEREAS, the Audit and Finance and Executive Committees have had detailed discussions and have given great consideration to the Consortium’s 2022 budget and premium rates, and

WHEREAS, the Board of Directors has adopted a policy that provides guidance on targets for net income, fund balance, and both statutory and discretionary reserve levels, in addition to creating a mechanism by which excess net income/fund balance can be returned to members, and

WHEREAS, the 2022 proposed budget reflects the adopted budget guidelines (Resolution No. 015-2020) as follows:

- Maintain Incurred But Not Reported Claims Reserve at 12% of total claims;
- Maintain the Surplus Account at 5% of the annual premium of the Consortium in compliance with §4706(a)(5) of the New York State Insurance Law;
- Maintain the Rate Stabilization Reserve in an amount equal to 7.5% of expected paid claims;
- Maintain Catastrophic Claims Reserve at \$4,500,000 with additional interest and premium savings included;
- Maintain an unencumbered fund balance not less than 12% of expected premium through at least year four of the annual proforma calculation;
- Set the annual budget to accomplish a zero to two percent (2%) net income level; and
- Increase Premium Revenue by 5.0% in 2022 across all benefit plans

now therefore be it

RESOLVED, on recommendation of the Audit and Finance and Executive Committees, That the Consortium's attached 2022 budget including premium equivalent rates and reserve amounts are hereby adopted by the Greater Tompkins County Municipal Health Insurance Consortium Board of Directors.

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**Greater Tompkins County Municipal Health Insurance Consortium**  
2021 & 2022 Fiscal Year Budget Projections (cash) *As Revised for New Entrants* **5.00%**

		<i>Adopted Budget 2021 Fiscal Year</i>	<i>Projected Budget 2022 Fiscal Year</i>
<b>Average Covered Lives</b>		6,330	6,330
<b>Beginning Balance</b>		\$31,317,104.64	\$30,440,232.43
<b>Income</b>			
	Medical and Rx Plan Premiums	\$55,002,327.38	\$57,752,443.75
9000	Ancillary Benefit Plan Premiums		
9020	Interest	\$45,534.44	\$45,660.35
9010	Rx Rebates	\$1,700,000.00	\$3,000,000.00
9040	Stop-Loss Claim Reimbursements	\$0.00	\$0.00
9035	Finance Charge Income	\$5,463.46	\$0.00
9030	Other	\$0.00	\$0.00
<b>Total Income</b>		\$56,753,325.28	\$60,798,104.10
<b>Expenses</b>			
1	8090 Medical Paid Claims	\$38,838,424.24	\$40,780,345.45
	Advance Deposit / Pre-Paid Claims	\$109,150.71	\$37,344.64
	8120 Rx Paid Claims - ProAct	\$15,355,131.00	\$16,506,765.82
	8121 Rx Paid Claims - CanaRx	\$150,108.45	\$161,366.59
	8084 Flu Clinic Fees	\$15,000.00	\$20,037.48
2	8050 Medical Adm in Fees	\$1,477,304.64	\$1,521,623.78
	8093 Excellus ITS Fees	\$0.00	\$0.00
	Rx Admin Fees	\$200,930.34	\$206,958.25
3	8091 NYS Covered Lives Assessment	\$373,317.01	\$391,982.86
	9060 ACA PCORI Fee	\$17,987.06	\$18,886.41
	8115 ACA Transitional Reins. Program Fee	\$0.00	\$0.00
4	8110 Specific Stop-Loss Insurance Premium Payments	\$273,000.00	\$313,950.00
	Aggregate Stop-Loss Insurance	\$0.00	\$0.00
5	8000 Accounting Fees	\$25,750.00	\$19,000.00
	8010 Actuarial Fees	\$15,000.00	\$10,000.00
	8020 & Audit Fees (Financial)	\$13,390.00	\$14,420.00
	8021 Audit Fees (Claims)	\$41,200.00	\$51,295.00
	8055 Consultant Fees (Barber)	\$20,000.00	\$20,000.00
	8030 Consultant Fees (L&C)	\$90,176.50	\$91,650.00
	Consultant Fees (Strat Plan - TBD)	\$0.00	\$25,000.00
	8070 Legal Fees	\$12,360.00	\$12,000.00
	8043 Wellness Coordinator Fees	\$0.00	\$0.00
	8065 Wellness Program Costs	\$25,000.00	\$25,000.00
6	66001 Executive Director Salary	\$93,636.00	\$96,450.00
	66002 Fringe Benefits	\$110,374.87	\$119,635.00
	66003 Clerk of the Board (Salary)	\$72,134.40	\$74,300.00
	66004 Adm in/Comp Asst (Salary)	\$0.00	\$0.00
	66005 Benefits Specialist (Salary)	\$43,680.00	\$56,240.00
	66006 Finance Manager (Salary)	\$73,000.00	\$72,100.00
	8060 Insurances (D&O / Prof. Liability)	\$90,850.00	\$55,650.00
	8041 Internal Coordination (Finance)	\$68,660.00	\$20,000.00
	8042 Internal Coordination (Support)	\$0.00	\$0.00
	8040 Internal Coordination Fees (Other)	\$0.00	\$0.00
	8045 Internal Coordination (Town of Ithaca)	\$7,210.00	\$6,000.00
	8044 Internal Coordination (IT Support)	\$11,845.00	\$6,485.00
	9065 Marketing Expenses	\$2,500.00	\$2,575.00
	9055 Investment Management Services	\$14,000.00	\$12,360.00
7	9050 Ancillary Benefit Premiums	\$0.00	\$0.00
	8150 Supplies Expense	\$2,500.00	\$4,080.00
8	8151 Computer Equipment	\$5,150.00	\$11,545.00
	8152 Lease Expense / Parking Fees	\$9,500.00	\$13,370.00
	8153 Mileage- Travel Expenses	\$1,000.00	\$1,000.00
	9060 Other Expenses / Supplies	\$10,927.27	\$12,595.00
	Payment Refund	\$0.00	\$0.00
9	<i>Capitalization Repayment</i>	\$0.00	\$0.00
<b>Total Expenses</b>		\$57,630,197.49	\$60,792,011.29
<b>Net Income</b>		<i>(\$876,872.21)</i>	\$6,092.81
<b>Ending Balance</b>		\$30,440,232.43	\$30,446,325.24
<b>Liabilities and Reserves</b>			
Statutory Reserves	IBNR Reserve	\$6,503,226.63	\$6,874,453.35
	Surplus Account	\$2,750,116.37	\$2,887,622.19
Discretionary Reserves	Claims / Rate Stabilization Reserve	\$4,064,516.64	\$4,296,533.35
Catastrophic Claims Reserve Funding Pool	Catastrophic Claims Reserve (Beginning)	\$5,032,220.00	\$4,986,101.85
	+ Catastrophic Claims Reserve Additions	\$603,881.85	\$694,464.13
	- Catastrophic Claims Reserve Claims Paid	\$650,000.00	\$700,000.00
	Catastrophic Claims Reserve (Ending)	\$4,986,101.85	\$4,980,565.98
<b>Total Liabilities and Reserves</b>		\$18,303,961.49	\$19,039,174.87
<b>Unencumbered Fund Balance</b>		\$12,136,270.94	\$11,407,150.38
		22.07%	19.75%

Board of Directors  
September 23, 2021

Greater Tompkins County Municipal Health Insurance Consortium  
2022 Premium Rates

Municipality Name	Plan Group Description	Group Numbers	Sub-Group Numbers	Class Code	Enrollment Code	Plan Code No.	Plan Code Medical	2021 Premium Equivalent Rates		2022 Premium Equivalent Rates	
								Individual	Family	Individual	Family
City of Carroll	Active Employees	0006763	0001	A120	RGU	ST9	MB41	\$1,210.23	\$2,199.69	\$1,268.77	\$2,299.18
City of Carroll	Retirees	0006764	R001	R300	RGU	ST9	MB41	\$1,210.23	\$2,199.69	\$1,268.77	\$2,299.18
City of Carroll	Active Employees	0006763	0002	A120	DAA	ACA.P	ACA.P	\$094.22	\$1,304.99	\$728.00	\$1,896.24
City of Ithaca	Police (PRA) - Active Employees	0006756	0001	A120	RGU	2T3	MB41	\$1,216.13	\$2,653.89	\$1,276.94	\$2,767.69
City of Ithaca	CSRA DPW - Active Employees	0006756	0001	A121	RGU	ST6	MB41	\$1,095.12	\$2,373.61	\$1,139.00	\$2,492.29
City of Ithaca	City Retirees Assoc. - Active	0006756	0001	A120	RGU	ST6	MB41	\$1,095.12	\$2,373.61	\$1,139.00	\$2,492.29
City of Ithaca	CSRA ADMIN - Active Employees	0006756	0002	A122	RGU	ST6	MB41	\$1,095.12	\$2,373.61	\$1,139.00	\$2,492.29
City of Ithaca	Confidential - Active Employees	0006756	0002	A123	RGU	ST6	MB41	\$1,095.12	\$2,373.61	\$1,139.00	\$2,492.29
City of Ithaca	Common Council - Active Members	0006756	0002	A124	RGU	ST6	MB41	\$1,095.12	\$2,373.61	\$1,139.00	\$2,492.29
City of Ithaca	House Prof. Fire Fighters (PPFA), Active	0006756	0002	A126	RGU	ST7a	MB41	\$1,166.61	\$2,527.56	\$1,234.94	\$2,693.94
City of Ithaca	Fire Chief (Office CCCL) - Active	0006756	0002	A127	RGU	ST7a	MB41	\$1,166.61	\$2,527.56	\$1,234.94	\$2,693.94
City of Ithaca	Managerial - Active Employees	0006756	0002	A128	RGU	ST6	MB41	\$1,095.12	\$2,373.61	\$1,139.00	\$2,492.29
City of Ithaca	CSRA DPW - Active Employees	0006756	0003	A121	DAA	ACA.P	ACA.P	\$094.22	\$1,304.99	\$728.00	\$1,896.24
City of Ithaca	CSRA ADMIN - Active Employees	0006756	0003	A122	DAA	ACA.P	ACA.P	\$094.22	\$1,304.99	\$728.00	\$1,896.24
City of Ithaca	Confidential - Active Employees	0006756	0003	A123	DAA	ACA.P	ACA.P	\$094.22	\$1,304.99	\$728.00	\$1,896.24
City of Ithaca	Managerial - Active Employees	0006756	0003	A124	DAA	ACA.P	ACA.P	\$094.22	\$1,304.99	\$728.00	\$1,896.24
City of Ithaca	City Retirees Assoc. - Active	0006756	0003	A125	DAA	ACA.P	ACA.P	\$094.22	\$1,304.99	\$728.00	\$1,896.24
City of Ithaca	House Prof. Fire Fighters (PPFA), Active	0006756	0003	A126	DAA	ACA.P	ACA.P	\$094.22	\$1,304.99	\$728.00	\$1,896.24
City of Ithaca	Fire Chief (Office CCCL) - Active	0006756	0003	A127	DAA	ACA.P	ACA.P	\$094.22	\$1,304.99	\$728.00	\$1,896.24
City of Ithaca	Common Council - Active Members	0006756	0003	A128	DAA	ACA.P	ACA.P	\$094.22	\$1,304.99	\$728.00	\$1,896.24
City of Ithaca	Police (PRA) - CSRA	0006756	C201	C201	RGU	ST9	MB41	\$1,095.12	\$2,373.61	\$1,139.00	\$2,492.29
City of Ithaca	CSRA DPW - CSRA	0006756	C201	C201	RGU	ST6	MB41	\$1,095.12	\$2,373.61	\$1,139.00	\$2,492.29
City of Ithaca	City Retirees Assoc - CSRA	0006756	C201	C201	RGU	ST9	MB41	\$1,095.12	\$2,373.61	\$1,139.00	\$2,492.29
City of Ithaca	Fire Chief (Office Union) (CCUL) - CSRA	0006756	C201	C207	RGU	ST7a	MB41	\$1,166.61	\$2,527.56	\$1,234.94	\$2,693.94
City of Ithaca	CSRA ADMIN - CSRA	0006756	C202	C202	RGU	ST6	MB41	\$1,095.12	\$2,373.61	\$1,139.00	\$2,492.29
City of Ithaca	Confidential - CSRA	0006756	C202	C202	RGU	ST6	MB41	\$1,095.12	\$2,373.61	\$1,139.00	\$2,492.29
City of Ithaca	Managerial - CSRA	0006756	C202	C204	RGU	ST6	MB41	\$1,095.12	\$2,373.61	\$1,139.00	\$2,492.29
City of Ithaca	House Prof. Fire Fighters (PPFA), CSRA	0006756	C202	C206	RGU	ST7a	MB41	\$1,166.61	\$2,527.56	\$1,234.94	\$2,693.94
City of Ithaca	Common Council - CSRA	0006756	C202	C208	RGU	ST6	MB41	\$1,095.12	\$2,373.61	\$1,139.00	\$2,492.29
City of Ithaca	CSRA DPW - CSRA	0006756	C203	C203	DAA	ACA.P	ACA.P	\$094.22	\$1,304.99	\$728.00	\$1,896.24
City of Ithaca	CSRA ADMIN - CSRA	0006756	C203	C203	DAA	ACA.P	ACA.P	\$094.22	\$1,304.99	\$728.00	\$1,896.24
City of Ithaca	Confidential - CSRA	0006756	C203	C203	DAA	ACA.P	ACA.P	\$094.22	\$1,304.99	\$728.00	\$1,896.24
City of Ithaca	Managerial - CSRA	0006756	C203	C204	DAA	ACA.P	ACA.P	\$094.22	\$1,304.99	\$728.00	\$1,896.24
City of Ithaca	City Retirees Assoc - CSRA	0006756	C203	C205	DAA	ACA.P	ACA.P	\$094.22	\$1,304.99	\$728.00	\$1,896.24
City of Ithaca	Common Council - CSRA	0006756	C203	C208	DAA	ACA.P	ACA.P	\$094.22	\$1,304.99	\$728.00	\$1,896.24
City of Ithaca	Retirees - \$1,000.00 Rx	0006756	R001	R300	RGU	2T3	MB41	\$1,216.13	\$2,653.89	\$1,276.94	\$2,767.69
City of Ithaca	Retirees - \$1,000.00 Rx	0006756	R002	R302	RGU	2T3	MB41	\$1,226.80	\$2,659.02	\$1,283.14	\$2,781.07
City of Ithaca	Retirees - PPFA	0006756	R002	R306	RGU	ST7a	MB41	\$1,166.61	\$2,527.56	\$1,234.94	\$2,693.94
City of Ithaca	Retirees - CCU	0006756	R002	R307	RGU	ST6	MB41	\$1,095.12	\$2,373.61	\$1,139.00	\$2,492.29
City of Ithaca	Retirees 21	0006756	R003	R301	RGU	2T1	MB41	\$1,232.15	\$2,670.66	\$1,293.76	\$2,804.20
City of Ithaca	Retirees - PPFA	0006756	R003	R306	DAA	ACA.P	ACA.P	\$094.22	\$1,304.99	\$728.00	\$1,896.24
City of Ithaca	Retirees - CCU	0006756	R003	R307	DAA	ACA.P	ACA.P	\$094.22	\$1,304.99	\$728.00	\$1,896.24
City of Ithaca	Retirees with 50% Rx (RC50)	0006756	R004	R300	RGU	wa	MB47	\$093.13	\$2,170.58	\$079.81	\$2,279.11
City of Ithaca	Retirees - \$1,000.00/50% Rx	0006756	R005	R304	RGU	ST6	MB41	\$1,095.12	\$2,373.61	\$1,139.00	\$2,492.29
County of Ithaca	New Union - Active	0112003	0001	A120	DAA	ACA.P	ACA.P	\$094.22	\$1,304.99	\$728.00	\$1,896.24
County of Ithaca	New Union - Active	0112003	0001	A120	DAG	ACA.B	ACA.B	\$099.35	\$099.35	\$099.35	\$1,038.82
County of Ithaca	CSRA - Active	0112003	0002	A121	DAA	ACA.P	ACA.P	\$094.22	\$1,304.99	\$728.00	\$1,896.24
County of Ithaca	CSRA - Active	0112003	0002	A121	DAG	ACA.B	ACA.B	\$099.35	\$099.35	\$099.35	\$1,038.82
County of Ithaca	SCSE - Active	0112003	0003	A122	DAA	ACA.P	ACA.P	\$094.22	\$1,304.99	\$728.00	\$1,896.24
County of Ithaca	SCSE - Active	0112003	0003	A122	DAG	ACA.B	ACA.B	\$099.35	\$099.35	\$099.35	\$1,038.82
County of Ithaca	PPA - Active	0112003	0004	A123	DAA	ACA.P	ACA.P	\$094.22	\$1,304.99	\$728.00	\$1,896.24
County of Ithaca	PPA - Active	0112003	0004	A123	DAG	ACA.B	ACA.B	\$099.35	\$099.35	\$099.35	\$1,038.82
County of Ithaca	New Union - Retirees	0112003	R001	R300	DAA	ACA.P	ACA.P	\$094.22	\$1,304.99	\$728.00	\$1,896.24
County of Ithaca	New Union - Retirees	0112003	R001	R300	DAG	ACA.B	ACA.B	\$099.35	\$099.35	\$099.35	\$1,038.82
County of Ithaca	CSRA - Retirees	0112003	R002	R301	DAA	ACA.P	ACA.P	\$094.22	\$1,304.99	\$728.00	\$1,896.24

**Presentation of Resolutions from the Nominations and Engagement Committee**

**RESOLUTION NO. 013- 2021 – ELECTION OF 2022 CONSORTIUM OFFICERS**

MOVED by Mr. Bower, seconded by Ms. Webster, and unanimously adopted by voice vote by members present.

RESOLVED, on recommendation of the Nominations and Engagement Committee, That the Board of Directors elects the following individuals to serve from January 1, 2022 through December 31, 2022 in the Officer roles as follows:

- Chairperson - Judith Drake
- Vice Chairperson – Rordan Hart
- Chief Financial Officer - Steve Thayer
- Secretary – Peter Salton

RESOLVED, further, That the Consortium hereby appoints Richard Snyder as Consortium Treasurer for 2022.

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**RESOLUTION NO. 014 - 2021 – CREATION OF 2022 COMMITTEE STRUCTURE AND APPOINTMENTS OF MEMBERS**

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

RESOLVED, upon recommendation of the Consortium’s Nominations and Engagement and Executive Committees, That the Board of Directors hereby adopts the following committee structure and membership effective January 1, 2022:

**Executive Committee**

To be elected at annual meeting along with Chairs of standing committees

MEMBERSHIP: Seats to be filled by Directors; 11-15 Members; one-year terms

MEETINGS (subject to change): Bimonthly beginning in January on 1<sup>st</sup> Wednesday

- |  |   |
|--|---|
| 1. Board Chair, Chair (Drake)          | 7. Operations Chair (Wagner)                      |
| 2. Board Vice Chair, Vice Chair (Hart) | 8. Nominations and Engagement Chair (Fairbrother) |
| 3. Chief Fiscal Officer (Thayer)       | 9. Claims and Appeals Chair (Shattuck)            |
| 4. Secretary (Salton)                  | 10. At-large (Holmes)                             |
| 5. JCPSD Chair (Bower)                 | 11. At-large (Mutchler)                           |
| 6. AFC Chair (Cook)                    |   |

**STANDING COMMITTEES:**

**Audit and Finance Committee**

CHARGE: The Audit and Finance Committee shall be responsible for all financial aspects of the Consortium, including review of: annual budgets, periodic review of financial results, evaluation of transactions that are material to the organization’s business, review of business and risk insurance policies and actuarial studies to determine premium levels, review and approval of investments and investment plans, enterprise risk management and compliance assessment and review, and oversight of all internal and external financial audits.

MEMBERSHIP: Seats may be filled by non-Directors; 9 members ; two-year staggered terms

MEETINGS (subject to change): Monthly; 4<sup>th</sup> Tuesday

Terms expire 12/31/23

1. Mack Cook, Chair
2. Tim Arnold, Labor
3. Rordan Hart
4. Amanda Anderson

Terms expire 12/31/22

5. Laura Shawley
6. Eric Snow
7. Bud Shattuck
8. Peter Salton
9. Steve Thayer, Chief Fiscal Officer (No set term)

**Operations Committee**

CHARGE: The Operations Committee is responsible for oversight of Consortium operations and charged with review and oversight of any policies impacting the overall well-being of the organization. The Operations Committee may recommend changes to improve the efficiency of the organization’s practices, policies, procedures, and the organizational structure, including personnel and staffing needs.

MEMBERSHIP: Seats may be filled by non-Directors; 8 members with two-year staggered terms

MEETINGS (subject to change): Bi-monthly beginning in January; 4<sup>th</sup> Monday

Terms Expiring 12/31/22

Chris Wagner, Chair

Terms Expiring 12/31/23

Ed Fairbrother

Terms Expiring 12/31/23

LuAnn King

Board of Directors  
September 23, 2021

Lisa Holmes  
Schelley Michell-Nunn

Nancy Webster  
Sunday Earle

Mark Emerson

### **Nominations and Engagement Committee**

**CHARGE:** The Nominations and Engagement Committee will assist the Executive Committee in engaging Directors in finding meaningful ways to contribute to the organization especially through the consideration of succession and long-term planning. The Committee shall:

1. Be responsible for presenting a slate of recommended Officers, Committee Chairs, and At-Large Executive Committee members at the annual Board of Directors meeting;
2. Be responsible for presenting a slate of recommended Nomination and Engagement Committee members;
3. Recommend to the Executive Director engagement strategies with:
  - a. the work of committees;
  - b. disseminating information ahead of and at the annual meeting in an interactive model and insuring a super-majority attendance at annual meeting; and
  - c. long-term leadership succession planning.

**Membership:** Seats may be filled by non-Directors; 5 Members with two-year staggered terms

**MEETINGS:** Approximately 4x/year.

**Terms expire 12/31/23**

1. Ed Fairbrother, Chair
2. Richard Nielens
3. Jim Bower, Labor

**Terms expire 12/31/2022**

4. Gary Mutchler
5. Terrance Baxter

### **Claims and Appeals Committee**

**CHARGE:** The Claims and Appeals Committee will hear all appeals that come to the Board of Directors for action and recommend a determination to the Board. This Committee will also monitor claims data and trends and oversee all annual third-party administrator claim audits.

**Membership:** Seats may be filled by non-Directors; 5 Members with two-year terms

**MEETINGS:** As needed (2-4x/year)

**Terms expire 12/31/23**

1. Bud Shattuck, Chair
2. Donna Dawson
3. Tom Brown

**Terms expire 12/31/2022**

4. Don Fischer
5. Tanya DiGennaro

### **Joint Committee on Plan Structure and Design**

**CHARGE:** The JCPSD reviews all prospective Board actions in connection with the benefit structure and design of the Plan and develops findings and recommendations with respect to such matters. Committee may also consider wellness-related initiatives.

**Membership:** Each Participant and each labor group shall have one voting seat each. Quorum determined by Committee; No set terms.

**MEETINGS** (subject to change): Bi-monthly (beginning in February)

Chair and Vice Chair – to be selected by the membership of the JCPSD as outlined in the Committee's Bylaws.

\* \* \* \* \*

**RESOLUTION NO. 015 - 2021 – ADOPTION OF REVISED EXECUTIVE COMMITTEE BYLAWS  
TO INCLUDE TERM LIMIT POLICY AND AUTHORITY FOR  
CHAIR TO APPOINT INTERIM MEMBERS**

MOVED by Ms. King, seconded by Ms. Bond.

Mr. Bunce arrived at this time.

The resolution was unanimously adopted by voice vote by members present.

WHEREAS, the Board of Directors approved and instituted a new governance structure model that became effective January 1, 2021, and

WHEREAS, as the Consortium continues to grow and improve its structure there will occasionally be amendments proposed to improve how it functions as an organization, now therefore be it

RESOLVED, on recommendation of the Nominations and Engagement and Executive Committees, That the Board of Directors hereby adopts the revised Executive Committee Bylaws effective January 1, 2022.

\* \* \* \* \*

BYLAWS OF THE  
GREATER TOMPKINS COUNTY MUNICIPAL HEALTH INSURANCE CONSORTIUM  
**EXECUTIVE COMMITTEE**  
*(adopted 12/17/2020; revised 9/23/2021)*

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**ARTICLE I  
PURPOSE**

The Municipal Cooperative Agreement of the Greater Tompkins County Municipal Health Insurance Consortium (GTCMHIC) provides for the creation of an Executive Committee with powers and duties to conduct certain business operations on behalf of the Consortium, as delegated from time-to-time, by the Board of Directors. These Bylaws shall govern the operations of the Executive Committee in carrying out this grant.

**ARTICLE II  
MEMBERS, QUALIFICATIONS, TERMS OF OFFICE**

Section 1. The Executive Committee of GTCMHIC shall consist of at least eleven (11) but no greater than fifteen (15) members (“Members”). The size of the Executive Committee may be increased or decreased by the Board of Directors (the “Board”), in its discretion, within these limits, without need to amend these Bylaws.

Section 2. A full slate of Executive Committee Members shall be elected from its Directors at each Annual Meeting. However, the Board Chairperson, Vice Chairperson, Chief Fiscal Officer, and Secretary shall be automatically designated as Members of the Executive Committee. In addition, the Chairperson of the Joint Committee on Plan Structure and Design (“Joint Committee”), shall also be automatically designated as a Member.

At the Annual Meeting, the Board shall also nominate the Chairs of each of the Standing Committees. Each such Chair shall also automatically be designated a Member of the Executive Committee.

Any vacant undesignated seat may be filled by an At-large member of the Board of Directors.

Section 3. The Nominations and Engagement Committee shall have the responsibility for nominating the full slate of Member candidates, which shall include all automatically-designated and at-large seats. The slate shall then be presented to the Board for approval.

Section 4. In the event that a vacancy occurs on the Executive Committee more than 45 days prior to any Annual Meeting of the Board, the Executive Committee may appoint a successor Member who shall serve until the next Annual Meeting.

Section 5. A Quorum of the Executive Committee shall consist of a simple majority of the fully-constituted Committee (e.g. an 11 Member committee would require a quorum of six (6); a 15 Member committee would require a quorum of eight (8)).

Section 6. The Chair of the Board of Directors may make temporary appointments to committees for quorum purposes. Temporary members only serve until a permanent member arrives. Temporary appointments will only occur when there is not a quorum.

### **ARTICLE III COMMITTEE LEADERSHIP**

Section 1. The Chair of the Board shall serve as the Chair of the Executive Committee. The Vice Chair of the Board shall serve as the Vice Chair of the Executive Committee.

Section 2. At the Annual Meeting, the Board Nomination and Engagement Committee shall, based on collaboration, outreach, and input from Directors, nominate a Chair for each of the Executive Committee Standing Committees which shall include: (i) Audit and Finance, (ii) Operations, (iii) Owning Your Own Health, (iv) Nominations and Engagement, (v) Claims and Appeals, and (vi) such additional committees as the Executive Committee may, from time to time, create through amendment to these Bylaws. The Standing Committee Chairs shall be nominated as part of the full slate of candidates for the Executive Committee, and, once elected, shall automatically be designated members of the Executive Committee. The Executive Committee has the authority to create temporary, ad-hoc committees as may be needed; but Chairs of these committees shall not be Members of the Executive Committee.

Section 3. Unless appointed as a voting member, the Chair of the Executive Committee shall serve as a non-voting ex-officio member of each Standing Committee.

### **ARTICLE IV RESIGNATION, VACANCY**

Section 1. Any Member may resign from the Executive Committee at any time by delivering a resignation in writing to the Chair. Such resignation will be effective upon delivery without regard to its acceptance.

Section 2. Should any Member cease to be a Director of the Consortium Board or otherwise cease to be qualified to serve in that capacity, he/she shall automatically cease to be a Member of

the Executive Committee and the resulting vacancy shall be filled as provided in Article II, Section 4.

## **ARTICLE V TERM LIMITS FOR OFFICERS AND STANDING COMMITTEE MEMBERS**

Term limits shall be in place as follows and effective based on any full term starting on or after January 1, 2022.

- Operations, Audit and Finance, Nominations and Engagement, and the Claims and Appeals Committee membership – limit of three consecutive full two-year terms.
- Chairs of Standing Committees – limit of five one-year terms.
- Officers and Executive Committee Members – limit of five consecutive full one-year terms.
- Once a Chair of the Board has reached their term limit, they may continue to serve on the Executive Committee in an At-large seat for up to five consecutive one-year terms.
- Once an officer or committee member has termed out, there shall be a waiting period of one full year before becoming eligible to serve as a committee member and two full years before being eligible to serve as an officer.

By majority vote of the total number of Directors (including any unfilled seats), the Executive Committee may waive this term limit provision when necessary to maintain fully-constituted committees other than the Executive Committee. Action by the Board of Directors shall be required to waive terms limits for appointments to the Executive Committee.

## **ARTICLE VI RULES OF PROCEDURE**

Section 1. The Chairperson shall preside at all meetings and, in his or her absence, the Vice-Chair shall preside.

Section 2. Provided a quorum is present, the Executive Committee shall act by an affirmative vote of a majority of the fully-constituted Executive Committee. Physical presence or videoconferencing participation is required to satisfy the quorum threshold.

Section 3. The Executive Committee shall have at least four (4) quarterly meetings each year.

Section 4. Special meetings may be called by the Chair or by any two Committee members.

Section 5. Dates for the Executive Committee meetings will be established during the Annual Meeting. Meeting dates of the Executive Committee meetings will be published on the GTCMHIC website.

Section 6. Notice of special meetings may be delivered to each Member of the Executive Committee or given orally, in person or by telephone or email, one (1) day prior to the date of such special meeting or may be mailed to the business or home address of each member of the Executive Committee at least three (3) days prior to the date of such special meeting. Waivers of notice may be signed prior to, at or subsequent to any such meeting, by any Member failing to receive a proper notice. At such a special meeting no business shall be considered other than that expressly designated in the notice, but if all the Members of the Executive Committee are present at the special

meeting, with or without notice thereof, any and all business may be transacted at such special meeting.

Section 7. The basic rules of Parliamentary Procedure shall be followed for meetings of the Executive Committee.

## **ARTICLE VII COMMITTEES**

Section 1. The Executive Committee shall operate with standing committees as defined and described below. Standing committee members shall be appointed by the Board for specified terms. Standing committee membership will include Directors and may include other persons, as deemed as necessary. The structure and membership of standing committees shall be established by Resolution of the Board. Standing committees will work in collaboration with the Executive Director to develop and recommend policies which shall be submitted to the Executive Committee.

Section 2. Audit and Finance Committee: Responsible to assist the Executive Committee and Board in its oversight of: the integrity of the Consortium's financial statements, compliance with legal and regulatory requirements, its selection and oversight of its independent auditors (Auditors). The Audit and Finance Committee shall also be responsible for all financial aspects of the Consortium, including review of: annual budgets, periodic review of financial results, evaluation of transactions that are material to the organization's business, review of business and risk insurance policies and actuarial studies to determine premium levels, review and approval of investments and investment plans, enterprise risk management and compliance assessment and review, and oversight of all internal and external financial audits.

Section 3. Operations Committee: The Operations Committee is responsible for oversight of Consortium operations and charged with review and oversight of any policies impacting the overall well-being of the organization. The Operations Committee may recommend changes to improve the efficiency of the organization's practices, policies, procedures, and the organizational structure, including personnel and staffing needs.

Section 4. Joint Committee on Plan Structure and Design: The Joint Committee shall review all prospective Board actions in connection with the benefit structure and design of the Plan(s), and shall develop findings and recommendations with respect to such matters.

Section 5. Owing Your Own Health Committee: The Owing Your Own Health Committee shall: identify and recommend processes to promote a culture of preventative health care, support benefit clerks in that outreach to member employees and retirees, and coordinate wellness activities with the Consortium's claim administrators and community associates.

Section 6. Nominations and Engagement Committee: The Nominations and Engagement Committee shall be responsible for presenting a slate of recommended Officers and Executive Committee members at the annual Board of Directors meeting for approval. The Committee will assist the Executive Committee in engaging Directors in finding meaningful ways to contribute to the organization especially through the consideration of succession and long-term planning.

Section 7. Claims and Appeals Committee: The Claims and Appeals Committee will hear all appeals that come to the Board of Directors for action and recommend a determination to the Board. This Committee will also monitor claims data and trends and oversee all annual third-party administrator claim audits.

Section 8. Ad-Hoc Committees: The Executive Committee has the authority to create temporary, ad-hoc committees as may be needed, with specific duties and terms. The Chair of any ad-hoc committee shall not be a member of the Executive Committee, unless they are otherwise an at-large member of the Executive Committee.

## **ARTICLE VIII OPERATING BUDGET**

Section 1. The objective of the GTCMHIC operation budgeting process is to provide for the insurance needs of its Participant enrollees and financial security to cover its liabilities. Each annual budget shall be carefully created to account and provide for: (i) projected claims, fees and taxes, (ii) funding of services provided by contractors and third-party administrators, (iii) maintenance of all reserves, including those required by statute, (iv) purchase and maintenance of stop-loss insurance, and (v) a proper account of all major sources of revenue. The budget shall be created in a form and a time sufficient to provide all parties with the necessary information for more effective planning and decision making.

Section 2. The following shall apply to the budget development process:

- (a) The Executive Director shall have the overall responsibility for overseeing the preparation of a recommended preliminary annual budget, in collaboration with Consortium consultants, the Audit and Finance Committee, and the Treasurer.
- (b) The Audit and Finance Committee shall be responsible for the development of a preliminary annual budget and 5-year pro-forma analysis to be presented to the Executive Committee.
- (c) The preliminary budget shall be designed to reflect the Executive Committee's policies and objectives. And it shall be approved by the Executive Committee for dissemination to the Board of Directors.
- (d) The Preliminary Budget shall be disseminated to the Board of Directors four (4) weeks in advance of the Board of Directors Annual meeting along with a detailed narrative of the essential elements of the budget and 5-year pro-forma analysis.

Section 3. Approval of Budget and Premium Equivalent Rates: The budget and premium equivalent rates for the ensuing fiscal year shall be thoroughly reviewed by the Board before its final adoption. The budget shall be adopted by majority vote of the Board of Directors at the Annual meeting.

Section 4. Budget Implementation: The administration of the annual budget shall be the responsibility of the Executive Director in consultation with Audit and Finance Committee, Chief Financial Officer, and Treasurer. Under the direction and control of the Executive Director, and in consultation with the Treasurer, as needed, funds may be expended within budgetary appropriations without prior approval of the Executive Committee. Extra budgetary expenditures for discretionary expenses or unexpected expenses not accounted for in the budget, greater than a 10% change for any line item, shall require the approval of the Executive Committee, after review and recommendation of the Audit and Finance Committee.

## **ARTICLE IX INDEMNIFICATION**

The GTCMHIC shall defend and indemnify any committee member who is subject to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative relating to, or arising out of, his/her responsibilities relative to his/her position or activities on behalf of the Consortium. The provision of such defense and indemnity is contingent upon the provision of prompt notice to the Board of the threatened, pending or completed action,

suit or proceeding. The Board, in its discretion, can refuse to provide such defense and indemnity if it determines that the claims against the individual have been initiated as a result of his/her bad faith, self-dealing, willful misconduct, or recklessness.

## **ARTICLE X CONDUCT AND CONFLICT OF INTEREST POLICY**

All committee members are bound by their membership to follow GTCMHIC Code of Conduct and Conflict of Interest Policy while performing their duties and the Consortium expects all committee members to avoid any personal, financial or other interests that might hinder their capability or willingness to perform their responsibilities.

## **ARTICLE XI AMENDMENTS**

These Bylaws may be amended or repealed only at a meeting of the Board for which at least ten (10) days written notice has been previously given to all of the members, and such notice expressly states that the meeting is called to consider certain amendments to the Bylaws of the Executive Committee in addition to such other regular business as may come before the Executive Committee.

### **Report and Presentation of Resolutions from the Operations Committee**

Mr. Wagner, Member, reported the Committee issued a Request for Proposals for Prescription Benefit Management Services. A subcommittee reviewed the eight proposal submissions and after many discussions is recommending ProAct continue providing service to the Consortium. He said although a three-year pricing proposal was accepted, the contract will be reviewed after one-year and extended if ProAct meets the requested outcomes.

Ms. Drake thanked members of the subcommittee who spent a great amount of time in evaluating proposals and doing work that led to the recommendation.

In response to Mr. Salton, Ms. Dowd said there were requests made of ProAct relating to customer service that included providing additional information to benefit clerks to allow them to manage membership differently. The contract includes a \$2.2 million overall savings of which most comes from rebate expectations. The Consortium, along with Locey and Cahill, will be managing this and other specific contract details.

Mr. Salton said he thinks the Consortium needs to be aware that there is a lot of pressure and that the metrics of the prescription marketplace might change and he appreciates the ability to review this contract after one year. He would like Directors to be informed when this review takes place and provided an update on any discussions that are taking place in Washington, D.C. relating to prescription drugs, including whether ProAct will be able to embrace any changes.

### **RESOLUTION NO. 016 - 2021 - AUTHORIZATION TO ENTER INTO A CONTRACT WITH PROACT INC. FOR PRESCRIPTION BENEFIT MANAGEMENT SERVICES - 2022**

MOVED by Mr. Wager, seconded by Ms. Webster, and unanimously adopted by voice vote by members present.



WHEREAS, the Greater Tompkins County Municipal Health Insurance Consortium (“Consortium”) issued a Request for Proposals (“RFP”) for Prescription Benefit Management (“PBM”) Services and created the RFP Review Committee, and

WHEREAS, eight (8) proposals were received which were all reviewed and evaluated according to the review criteria and weighting stated in the RFP, and

WHEREAS, the PBM RFP Review Committee conducted finalist interviews of three (3) applicants and has directed the Executive Director of the Consortium to forward a recommendation that a contract for PBM Services be awarded to ProAct, Inc. now therefore be it

RESOLVED, in accordance with the recommendations from the RFP Subcommittee, Operations Committee, and Executive Committee, the GTCMHIC Board of Directors hereby authorizes the following:

1. acceptance of the three (3) year prescription medication pricing model, administrative fee structure, and pharmaceutical manufacturer rebate model as proposed by ProAct, Inc. in response to the Consortium’s 2021 PBM RFP; and
2. the execution of an Agreement with ProAct, Inc. for the 2022 Fiscal Year with said Agreement including the option to extend the contract for up to two (2) additional one-year terms for the 2023 and 2024 Fiscal Years at the discretion of the Greater Tompkins County Municipal Health Insurance Consortium Board of Directors.

\* \* \* \* \*

Mr. Prashaw recognized the work that went into the negotiation process and said he appreciates the contract and looks forward to 2022.

**Presentation of Resolutions by the Audit and Finance Committee**

**RESOLUTION NO. 017 - 2021 - ACCEPTANCE OF APPLICATIONS BY THE TOWNS OF ERWIN AND THROOP AND THE VILLAGES OF MINOA AND FAYETTEVILLE TO BECOME PARTICIPANTS IN THE GREATER TOMPKINS COUNTY MUNICIPAL HEALTH INSURANCE CONSORTIUM EFFECTIVE JANUARY 1, 2022**

MOVED by Mr. Cook, seconded by Mr. Salton. Ms. Dowd said these new members will increase the total contract count by a total of 80. Mr. Brown asked if there is a point where the Consortium grows too much that it becomes a concern. Ms. Dowd said this is a question the Executive Committee will be looking at through discussions that will take place on a long-term business plan that will help measure risk and determine what a good size for the Consortium is.

The resolution was unanimously adopted by voice vote by members present.

WHEREAS, by Resolution No. 16 of 2019 the Consortium Board of Directors adopted a policy outlining a process of applying for membership to the Consortium, and

WHEREAS, the Towns of Erwin and Throop and the Villages of Minoa and Fayetteville have submitted an official resolution authorizing the joining of Consortium in accordance with the terms and conditions outlined in the Municipal Cooperative Agreement, and

WHEREAS, these applicants have complied with membership process and have submitted copies of financial reports which have been evaluated by the Consortium’s Treasurer and/or the Chief Financial Officer, now therefore be it

RESOLVED, on recommendation of the Audit and Finance Committee, That the Board of Directors hereby accepts and welcomes the Towns of Erwin and Throop and the Villages of Minoa and Fayetteville as Municipal Participants in the Consortium, with health insurance coverage beginning January 1, 2022 pending receipt, additional analysis, and approval of all required documentation.

\* \* \* \* \*

**MOTION NO. 001-2021 – APPROVAL OF 2022 MUNICIPAL COOPERATIVE AGREEMENT**

It was MOVED by Mr. Cook, seconded by Mr. Baxter, and unanimously adopted by voice vote by members present by video or teleconference, to approve the 2022 Municipal Cooperative Agreement and to circulate to all Participants for review and approval. MOTION CARRIED.

\* \* \* \* \*

**Report from the Claims and Appeals Committee**

Mr. Shattuck, Chair, reported the Committee looked at the medical claims audit and commented that each year there are less discrepancies. The main part of what the Committee does is look at what happens when there is a claim denial. Consortium staff worked on a flow chart outlining the appeals process for both Excellus and ProAct that he thinks will greatly limit the number of potential issues. He recognized Ms. Rodrigues for the work she has done on this.

**Report from the Joint Committee on Plan Structure and Design**

Mr. Bower, Chair, provided an overview of things the Committee has worked on throughout the year and said a lot of good progress has been made on updating bargaining unit contact information. He said the Committee continues its work to promote engagement by labor and recognized two new Labor Directors, Kate DeVoe and Ian Tompkins. Mr. Bower said the Committee updated its Bylaws to reflect the new governance structure and has continued to receive utilization reports from Excellus and ProAct which has informed wellness discussions. He said the wellness work has been very well received by members of the Committee. Next year the Committee will look at areas such as actuarial values, plan design and formularies, and will continue to work to increase labor participation.

**New Business**

There was no new business.

**Adjournment**

The meeting adjourned at 6:15 p.m.