



## Greater Tompkins County Municipal Health Insurance Consortium

P.O. Box 7 • Ithaca, New York 14851 • (607) 274-5590

Headquarters: 215 N. Tioga Street, Ithaca, NY 14850

[www.healthconsortium.net](http://www.healthconsortium.net) • [consortium@tompkins-co.org](mailto:consortium@tompkins-co.org)

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

### AGENDA Operations Committee November 22, 2021 – 1:00 P.M. Remote by Zoom

(Contact [Consortium@tompkins-co.org](mailto:Consortium@tompkins-co.org) for meeting link)

1. Call to Order Perine
2. Changes to the Agenda
3. Approval of July 26 and August 30, 2021 Minutes
4. Executive Director Report (1:05) Dowd
  - a. Executive Committee Update
  - b. Long-Term Business Planning
  - c. Discussion of New Member Resolution
  - d. Discussion of Mission/Vision Statement
    1. **Resolution:** Amendment of Resolution No. 2 of 2016 – Adoption of Mission and Vision Statement for the Greater Tompkins County Municipal Health Insurance Consortium
5. **Resolution:** Authorizing Information Technology Services Agreement with Tompkins County – January 1, 2022 thru December 31, 2022
6. **Resolution:** Rescinding Resolution No. 32 of 2018 "Delegating Authority and Responsibility for Developing Cyber Security Policies and Procedures to the Audit and Finance Committee
7. Invoice Approval and Payment Process (1:35)
8. 2022 Organization (1:50)
  - a. Chair and Vice Chair Transition
  - b. 2022 Meeting Schedule (quarterly)
9. Future Discussion Topics: (1:55)
  - a. Cyber Security
  - b. Business Continuity Plan
  - c. Town of Ithaca Lease Renewal
10. Adjournment (2:00)

Next Meeting: January 24, 2022 – 1 p.m.

**Operations Committee  
Minutes – DRAFT  
July 26, 2021 – 1:00 p.m.  
Via Zoom Conference Call**

Present: Doug Perine, Ed Fairbrother, Schelley Michell-Nunn, Chris Wagner, Sunday Earle  
Excused: Lisa Holmes  
Absent: Luann King, Mark Emerson  
Staff/Guests: Elin Dowd, Executive Director; Michelle Cocco, Clerk of the Board; Judy Drake, Town of Ithaca; Rob Spenard, Locey & Cahill; Teri Apalovich, Finance Manager; Greg Potter, Tompkins County Director of Information Technology Services

**Call to Order**

Mr. Perine, Vice Chair, called the meeting to order at 1:03 p.m.

**Changes to the Agenda**

There were no changes to the agenda.

**Approval of Minutes of May 24, June 17, and July 15, 2021**

Ms. Dowd reported a special subcommittee was formed to review responses on the Prescription Benefit Management Request for Proposals and bring a recommendation forward. The minutes presented for approval include minutes of that Subcommittee.

It was MOVED by Mr. Fairbrother, seconded by Mr. Wagner, and unanimously adopted by voice vote by members present, to approve the minutes of the May 24, June 17, and July 15, 2021 meetings as submitted. MINUTES APPROVED.

**Executive Director's Report**

In addition to the written report provided in the agenda packet Ms. Dowd reported she is expecting to receive approval from the Department of Financial Services (DFS) on the Consortium's Certificate of Authority request as she was informed a recommendation has been forward to the DFS General Counsel Office. She will keep the Committee informed as this progresses; she noted the Consortium has received requests from municipalities that are in the proposed new 15-county geographic area.

Ms. Dowd said the Executive Committee has decided to do strategic planning to look at where the Consortium wants to go as an organization and how to get there. She has been working on securing a facilitator for that effort she expects will commence in the Fall. Ms. Drake said the Executive Committee will be creating a subcommittee to lead this effort and asked that anyone interested in participating contact Ms. Dowd.

Ms. Dowd provided an update on upcoming Board of Directors events. The August 26<sup>th</sup> event will be an educational session that will be held remotely with presenters providing information on various topics that were suggested in the Board of Directors survey. Topics will include information on health plan options available through the Consortium, impacts from the movement of members to different plans, creating Health Reimbursement Accounts and Health Savings Accounts, retirement options including the Consortium's Medicare Supplement Plan, and budget and premium rate increase information. Locey and Cahill is working on preparing this information as well as information on what makes a multi-employer plan unique and different. Information on new mandates and if any of those specifically change what we are doing or how we are doing will also be provided at that

session. The September 23<sup>rd</sup> Board of Directors annual meeting will be held at the Tompkins County Public Library with an option for remote participation.

#### Open Meetings Law

Ms. Dowd reported a resolution is being drafted to present to the Executive Committee that would have the Consortium join with the Tompkins County Council of Governments in its request to the State Legislature to amend the Open Meetings Law to allow a Zoom link to be an acceptable vehicle for the public notice to attend a meeting that is not set up as a satellite location.

#### Policy on Anti Racism and Equity;

Ms. Dowd said at the last Operations Committee meeting a suggestion was made to look into getting an outside resource to help facilitate discussions surrounding the Consortium's policy on Anti-Racism, Equity, and Inclusion. She reported she has reached out to facilitators and said these discussions will be part of those interviews and the upcoming strategic planning process and discussions. This will include discussion of what it means to be an inclusive organization, how the Consortium will look different, and how it should work to become an organization that is equitable and inclusive, and racially just.

#### Business Continuity Plan Update

Ms. Dowd said early last year the Consortium responded to a request and provided the Department of Financial Services with an abbreviated Business Continuity Plan. This was at the time of the pandemic; it was the intention that once the Finance Manager was hired a more robust plan would be developed and submitted. DFS has now requested a plan be submitted by October 8th. Ms. Apalovich reported on July 19 DFS made a request of the Consortium that outlined what information is to be included in that Plan; she has begun gathering information.

Mr. Potter said the Business Continuity Plan includes a component for information technology. From an IT side, he said the Tompkins County ITS Department is in the process of trying to finalize cyber security documents through State agencies that will be useful to this process. In addition, he has reached out to the person at the County who takes the lead in emergency preparations and will be looking at whether that framework will also be helpful. Mr. Apalovich said she will be taking various plans and incorporating components into the Consortium's Plan it will be reliant on those. This will need to be approved at the next Committee meeting in order to meet the DFS deadline.

#### **Prescription Benefit Management Contract**

It was MOVED by Mr. Perine, seconded by Mr. Wagner, and unanimously adopted by voice vote by members present, to enter executive session at 1:24 p.m. to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. The meeting returned to open session at 1:37 p.m.

The Committee scheduled a meeting for the PBM Subcommittee on August 4<sup>th</sup> at 1 p.m.

#### **Discussion of Consortium Contracts**

Ms. Dowd presented and reviewed the status and bid history of contracts the Consortium has and said it is a responsibility of the Committee to decide how to handle its various contracts. She asked if the Committee wanted to consider a policy or practice of going out to market for some of them. The following items were noted during that report and discussion:

- With the Consortium now having a Finance Manager it may be time to review specific consulting contract responsibilities;

- A request for proposals for Investment Management Services will be in progress soon;
- The Consortium has an agreement with Tompkins County for IT and financial services;
- Insurance policies are put out to bid annually by Locey and Cahill and Haylor, Freyer, and Coon;
- The independent auditing services contract has piggybacked off of Tompkins County's agreement for the last several years;
- The financial services contract for assisting with reporting to the Department of Financial Services may no longer be needed as it is currently written after this year;
- The Consortium has not gone out to bid for Third Party Administration of medical claims since beginning operations. Interest was expressed in issuing a Request for Proposals for Third Party Administration for a three-year contract with two optional annual renewals. Ms. Dowd was asked to look into what providers exist that are in the Cayuga Health network;
- The Consortium has retained John Powers of Hancock Estabrook for legal services; this service has not been put out to a bid. A look could be taken at comparing rates and considering an RFP for legal services
- Prescription and medical claims auditing services will be added to the list;
- The Town of Ithaca Human Resource services contract will be added to the list;
- Consideration could be given to issuing an RFP for a combination of services such as consulting, actuarial, and auditing; and
- Consideration will be given to the Consortium assuming responsibility for issuing an RFP for Stop Loss insurance.

Ms. Dowd will provide the Committee at the next meeting with a list of agreements that are negotiated and executed annually; a list of long-term contracts that the Consortium should issue an RFP for, and others that are ongoing but are annually reviewed. The Procurement Policy will be included in the information presented in the next agenda packet.

### **Future Discussion Topics**

The following items will be included in the next agenda:

- a. Continued discussion of contracts;
- b. Update on Prescription Benefit Management Services; and
- c. Business Continuity Plan Update

### **Adjournment**

The meeting adjourned at 2:13 p.m.

**Operations RFP Subcommittee  
Minutes – DRAFT  
August 30, 2021 – 1:00 p.m.  
Town of Ithaca/Zoom Conference Call**

Present: Ed Fairbrother, Chris Wagner, Sunday Earle, Schelley Michell Nunn, Mark Emerson (arrived at 1:18 p.m.)

Staff/Guests: Elin Dowd, Executive Director; Michelle Cocco, Clerk of the Board; Steve Locey, Paul Pelton, Rob Spenard, Locey & Cahill; Teri Apalovich, Finance Manager; Kylie Rodrigues, Benefits Specialist; Sarah Thomas, Tompkins County Benefits Administrator; Greg Potter, Tompkins County Director of Information Technology Services

**Call to Order**

Mr. Wagner, Interim Chair, called the meeting to order at 1:04 p.m.

**Changes to the Agenda**

There were no changes to the agenda.

**Executive Director Report**

**RESOLUTION NO. - 2021 – ADOPTION OF BUSINESS CONTINUITY AND DISASTER RESPONSE PLAN**

Ms. Dowd said the Consortium was informed by the Department of Financial Services (DFS) that it needed to put together a Business Continuity and Disaster Response Plan. Under the guidance of Tompkins County Greg Potter led the Consortium through the process of answering questions and ensuring compliance. Ms. Apalovich summarized the Plan and said in the event of a disaster Ms. Dowd and Ms. Drake would be responsible for calling the Consortium in an emergency response act. Ms. Dowd said in the event it were to be enacted the Consortium would be able to continue to pay claims and third party administrators.

Mr. Potter referenced the Circular letter (7) from DFS and said in order to meet the requirements of that Circular would be very extensive. He and Ms. Apalovich worked to develop a plan that could be supplemented with documents from the other organizations the Consortium works with in conducting its business. He said if DFS is asking for the same level of detail from every organization the Consortium does business with it would be an extremely extensive process. He recommended submitting this and to DFS and to wait for a response.

Mr. Emerson arrived at this time.

Moved by Ms. Michell Nunn, seconded by Mr. Fairbrother, and unanimously adopted by voice vote by members, to approve the following resolution and submit to the Executive Committee.

WHEREAS, the Department of Financial Services has advised in Insurance Circular Letter No. 7 (2021) that the Consortium must develop a Business Continuity and Disaster Response Plan (BCPDRP) each year, and

WHEREAS, the purpose of a Business Continuity and Disaster Response Plan is to ensure the organization's system of procedures to restore critical business functions in the event of unplanned disaster, and

WHEREAS, Consortium staff has worked in cooperation with the Tompkins County Information Technology Services Department in creating the Consortium's first approved Business Continuity and Disaster Response Plan, and

WHEREAS, upon approval, the Plan will be maintained by the Executive Director of the Consortium and shall be made available to all Consortium Participants, Consortium employees, and the Tompkins County Information Technology Services Department, and

WHEREAS, the Business Continuity and Disaster Response Plan shall be updated and approved annually, 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 Business Continuity and Disaster Response Plan dated September 1, 2021.

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**Resolution No.     – 2021 - Urging New York State to Issue an Executive Order Allowing for Remote Attendance at Public Meetings and to Suspend and Consider Amending New York Public Officers Law (Open Meetings Law)**

Ms. Dowd spoke of the difficulty in getting a quorum at meetings and said the proposed resolution is based on action taken by the Tompkins County Council of Governments urging the State to modify the Open Meetings Law.

Members spoke in support of maintaining the ability to allow members to attend meetings remotely. Ms. Michell Nunn noted the ability to attend a meeting virtually has provided access to meetings by some who would not otherwise be able to.

Moved by Ms. Michell Nunn, seconded by Mr. Emerson, and unanimously adopted by voice vote by members, to approve the following resolution and submit to the Executive Committee.

WHEREAS, on March 12, 2020, in an effort to contain the spread of the novel coronavirus, otherwise known as COVID-19, New York Governor Andrew M. Cuomo issued Executive Order 202.1 which suspended portions of Article 7 of the New York Public Officers Law "to the extent necessary to permit any public body to meet and take such actions authorized by the law without permitting in-person access to meetings and authorizing such meetings to be held remotely by videoconference, provided that the public has the ability to view or listen to such proceedings and that such meetings are recorded and later transcribed," and

WHEREAS, Governor Cuomo successively extended such suspension by Executive Orders on a monthly basis through June 25, 2021, and

WHEREAS, on June 24th, 2021, by Executive Order 210, Governor Cuomo rescinded Executive Orders 202 through 202.111, including Executive Order 202.1, effective June 25, 2021, the Governor concluding that "the State of New York [has] successfully flattened the curve of COVID-19 cases in New York," and, therefore, the Executive Orders were "no longer necessary," and

WHEREAS, the Governor's rescission of Executive Order 202.1 now requires that public meetings convene in-person at a central location and allow public attendance there and at any locations from which members of the public body attend remotely by videoconference, and



WHEREAS, since the issuance of Executive Order 210, the increased prevalence of the Delta Variant of COVID-19 has caused a resurgence of coronavirus cases throughout the United States, New York State and Tompkins County, prompting local governments to reinstate public health advisories that call for the indoor masking of individuals, whether vaccinated or not, and recommend limitations on the size of indoor gatherings, including municipal meetings, and

WHEREAS, it is important that public officials, each with their individual family and health circumstances, be able to attend public meetings in a manner that allows them to maintain a level of safety that they feel is appropriate for them, and

WHEREAS, no legislative remedy to this problem of in-person public meetings mandated by OML during a global pandemic through amendment of Article 7 of the New York Public Officers Law is likely to occur before January 2022, now therefore be it

RESOLVED, on recommendation of the Operations Committee, That the Executive Committee on behalf of the Board of Directors of the Greater Tompkins County Municipal Health Insurance Consortium, respectfully requests that the Governor of the State of New York immediately re-impose through Executive Order those portions of previous Executive Order 202.1 that suspended portions of Article 7 of the New York Public Officers Law, commonly referred to as the "Open Meetings Law," so as to permit municipal governing boards and other, similar municipal bodies, to conduct public meetings remotely in a manner similar to, and with like restrictions, as Executive Order 202.1 permitted, and that such suspension continue until such time as the coronavirus pandemic has passed or legislative remedies have been made to Open Meetings Law,

RESOLVED, further, That the Board of Directors of the Greater Tompkins County Municipal Health Insurance Consortium, also requests the New York State Legislature amend Public Officers Law §103(c) to strike the requirement of public in-person access to every site where a member of a public body may participate in a remote meeting, so long as the public has the opportunity to attend the meeting either remotely or at a predetermined, public location where members are present in-person,

RESOLVED, that a copy of this Resolution shall be sent to The Honorable Kathy C. Hochul, Lieutenant Governor and New York Governor-Designate, the Honorable Pamela Helming, New York State Senator, Dr. Anna R. Kelles, New York State Assembly Member, and the Association of Towns of New York State.

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### **Executive Session**

It was MOVED by Mr. Fairbrother, seconded by Ms. Michell Nunn, and unanimously adopted by voice vote by members present, to enter into executive session at 1:23 p.m. to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

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

The following resolution was MOVED by Mr. Wagner, seconded by Ms. Earle, and unanimously adopted by voice vote by members present to approve the following resolution and submit to the Executive Committee

WHEREAS, the Consortium issued a Request for Proposals for Prescription Benefit Management Services and created the RFP Review Committee, and

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

WHEREAS, the Prescription Benefits Manager Request for Proposals Review Committee conducted interviews of three applicants and has directed the Executive Director to forward a recommendation that a contract for Prescription Benefit Management Services be awarded to ProAct, now therefore be it

RESOLVED, on recommendation from the RFP Subcommittee, Operations and Executive Committees, That the GTCMHIC Board of Directors authorizes a one-year contract that includes a three-year pricing agreement for Prescription Benefit Management Services with ProAct Inc.; the initial contract period shall be January 1, 2022 through December 31, 2022 with the option to continue the contract thereafter for two (2) successive years at the discretion of the Greater Tompkins County Municipal Health Insurance Consortium.

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The meeting returned to open session at 1:41 p.m.

#### **Adjournment**

The meeting adjourned at 1:41 p.m.



## Sample Resolution

*Certified copy to be e-mailed or uploaded to the Consortium's [Document Upload Portal \(#2\)](#) or e-mailed to [Consortium@tompkins-co.org](mailto:Consortium@tompkins-co.org)*

### **RESOLUTION NO. \_\_\_\_\_ - APPLICATION TO JOIN THE GREATER TOMPKINS COUNTY MUNICIPAL HEALTH INSURANCE CONSORTIUM**

WHEREAS, the (Municipal Corporation) has performed due diligence for the responsibility it accepts with membership in the Greater Tompkins County Municipal Health Insurance Consortium ("Consortium"),

NOW THEREFORE BE IT RESOLVED, that the (Municipal Corporation) Board hereby directs its officers and appointees to take the following Consortium membership applicant steps:

1. Submit application by **August 15<sup>th</sup>** along with any required documentation (*see application*).
2. Submit by **September 1<sup>st</sup>**, the municipal board resolution to apply for membership in the Consortium.

Further RESOLVED, if the Consortium Board accepts this Town's/Villages application, the Town/Village will comply with the following action steps:

3. Forward an approved municipal resolution Authorizing the Municipal Corporation's Chief Elected Official to sign the MCA, resolution should include the health insurance plan(s) selected for covered employees and retirees, along with a signed Municipal Cooperative Agreement of the Consortium upon notification that the Consortium Board of Directors has approved the Municipal Corporation's application to become a Participant in the Consortium by **October 31<sup>st</sup>**.
4. Confirm by **October 31<sup>st</sup>** with the Consortium, the names of all employees, retirees, and dependents to be covered on the Consortium's Health Insurance Plans.
5. By **December 1<sup>st</sup>**, take the necessary steps to comply with the Consortium's dependent verification process.
6. Submit payment by **November 1<sup>st</sup>** to the Consortium of the Municipal Corporation's proportionate share of the Surplus Account Reserve (5% of annualized premium) as determined by the Consortium and as required by Article 47 of the New York State Insurance Law and the CONSORTIUM's Municipal Cooperative Agreement.

(Note: Provided the Municipal Corporation applying for Membership in the CONSORTIUM completes all the requirements set forth in this Resolution by the due dates indicated; the Surplus Account Reserve payment defined above will be credited against the Municipal Corporation's January premium invoice from the Consortium which is due by December 31<sup>st</sup>. All Municipal Corporations applying for Membership in the CONSORTIUM are hereby advised that missing any of these steps by the due date indicated will result in the Municipal Corporation not being accepted into the Consortium for the upcoming year and will result in the forfeiture of the Municipal Corporation's Surplus Account Reserve payment.)

7. By **December 1<sup>st</sup>**, submit in writing by the governing body (resolution, minutes, or correspondence from Chief Elected Official) the municipality's Director and Alternate to the Consortium and representatives to the Joint Committee on Plan Structure and Design.



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### **RESOLUTION NO. - 2021 – AMENDMENT OF RESOLUTION NO. 2 OF 2016 - ADOPTION OF MISSION AND VISION STATEMENT FOR THE GREATER TOMPKINS COUNTY MUNICIPAL HEALTH INSURANCE CONSORTIUM**

WHEREAS, the Board of Directors adopted a Mission and Vision Statement for the Greater Tompkins County Municipal Health Insurance Consortium on January 28, 2016, and

WHEREAS, in August, 2021 the NYS Department of Financial Services approved the expanded scope of the Consortium's reach from seven to sixteen counties within the geographical boundaries of the Counties of Broome, Cayuga, Chenango, Chemung, Cortland, Madison, Onondaga, Ontario, Oswego, Tioga, Tompkins, Schuyler, Seneca, Steuben, Wayne, and Yates, now therefore be it

RESOLVED, on recommendation of the Operations Committee, That the Executive Committee on behalf of the Board of Directors, hereby adopts the amended Mission and Vision Statement of the Greater Tompkins County Municipal Health Insurance Consortium to reflect the Consortium's expanded territory.

**Belief:** Individually and collectively we invest in realizing high quality, affordable, dependable Health Insurance.

**Mission Statement:** The Greater Tompkins County Municipal Health Insurance Consortium is an efficient inter-municipal cooperative that provides high-quality, cost-stable health insurance for members and their employees and retirees.

**Vision Statement:** The Greater Tompkins County Municipal Health Insurance Consortium provides its municipal partners in sixteen counties within the geographical boundaries of the Counties of Broome, Cayuga, Chenango, Chemung, Cortland, Madison, Onondaga, Ontario, Oswego, Tioga, Tompkins, Schuyler, Seneca, Steuben, Wayne, and Yates ~~Tompkins County and the six contiguous counties~~, a menu of health insurance plans to the benefit of the employees, retirees, and their families.

- The Consortium administers operations by collaborating with claims administrators, providers, and employee representatives in an effort to manage its costs, efficiencies, and success.
  - The Consortium strives to provide a trust-worthy, responsive, and efficient vehicle that enables access to its quality products, models a new health insurance paradigm, and educates its members to become more directly involved in their own personal health.
  - The Consortium promotes a culture of preventative health care for the well-being of its members.
- Now therefore be it

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### **RESOLUTION NO.      – 2021 – AUTHORIZING INFORMATION TECHNOLOGY SERVICES AGREEMENT WITH TOMPKINS COUNTY – JANUARY 1, 2022 THRU DECEMBER 31, 2022**

WHEREAS, the Tompkins County Information Technology Services Department (ITS) has provided technical support to the Consortium since it began operations in 2011, and

WHEREAS, technical support has included website hosting and assistance, e-mail account technical support, assistance with the Consortium's compliance with NYCRR 500 Cybersecurity requirements, audio and visual assistance, development of a secure online enrollment program, and general computer support, and

WHEREAS, the Consortium wishes to continue its contract arrangement with the Tompkins County Information Technology Services Department that was formalized in 2020, and

WHEREAS, the Executive Director is proposing no changes to the 2020 Memorandum of Understanding, now therefore be it

RESOLVED, on recommendation of the Operations Committee, That the Board of Directors approves an agreement with Tompkins County Information Technology Services for 2022 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, 2022 thru December 31, 2022 for a total of \$5,040,

RESOLVED, that the amount of \$5,040 will be submitted as a single invoice by ITS in January, 2022, 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 Executive Director 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. - 2021 – RESCINDING NO. 32 OF 2018 “DELEGATING AUTHORITY AND RESPONSIBILITY FOR DEVELOPING CYBER SECURITY POLICIES TO THE AUDIT AND FINANCE COMMITTEE**

WHEREAS, changes to Consortium operations have occurred under the new governance structure that warrant the need to rescind prior resolutions delegating specific responsibilities, and

WHEREAS, due to the change in governance, Cyber Security matters are no longer the responsibility of the Audit and Finance Committee, now therefore be it

RESOLVED, on recommendation of the Audit and Finance Committee, That Resolution No. 32 of 2018 “Delegating Authority and Responsibility for Developing Cyber Security Policies and Procedures to the Audit and Finance Committee” is hereby rescinded,

RESOLVED, further, That the Executive Committee, in consultation with the Executive Director, may delegate responsibility for operational functions to the appropriate standing committee of the Board of Directors.

\* \* \* \* \*

**Explanation:** By resolution No. 23 of 2018, oversight of Cyber Security policies was delegated to the Audit and Finance Committee. **This resolution aligns with the new governance structure by changing the oversight committee and allowing for future changes to be directed by the Executive Committee.**



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### GREATER TOMPKINS COUNTY MUNICIPAL HEALTH INSURANCE CONSORTIUM 2022 MEETING SCHEDULE

#### **Meetings to be held at the Town of Ithaca and/or Remotely by Zoom**

*Visit the Consortium's website for updates on meeting locations and additional meeting information at*

[www.healthconsortium.net](http://www.healthconsortium.net)

#### **Joint Committee on Plan Structure and Design – 1<sup>st</sup> Thursday quarterly; Feb, May, August, November; 1:30 p.m.**

February 3

August 4

May 5

November 3

#### **Operations Committee - 4<sup>th</sup> Monday quarterly; 1 pm – Jan.**

January 24

July 25

April 25

October 24

#### **Executive Committee – 1<sup>st</sup> Weds. Bimonthly; 3:30 pm starting in Feb.**

February 2

August 3

April 6

October 5

June 1

December 7

#### **Audit and Finance Committee – 4<sup>th</sup> Tuesday at 3:00 p.m.; monthly beginning in February**

February 22

August 23

March 22

September 13 (2nd Tuesday)

April 26 (Audit)

October 25

May 24

November & December combined December 6<sup>th</sup>

June 28

(1<sup>st</sup> Tuesday before EC)

July 26

#### **Claims and Appeals Committee – 3x/yr; March, May, July (2<sup>nd</sup> Monday); 3:30 p.m.**

March 14

July 11

May 9

#### **Nominations & Engagement Committee – 4x (Feb, April, June, August) (2<sup>nd</sup> Monday) 3:30 p.m.**

February 14

June 13

April 11

August 8

#### **Board of Directors**

Educational Session August 25

Annual Meeting September 22