

MINUTEMAN NASHOBA HEALTH GROUP

Steering Committee Meeting

Bolton Public Library
Bolton, Massachusetts

Meeting Minutes

Wednesday, May 28, 2014 at 9:30 a.m.

Steering Committee Members Present:

Donna Madden, Chair
Tony Logalbo
Melisa Doig
Margaret Dennehy
Lorraine Leonard
Larry Barton
Patrick McIntyre
Kerry Colburn- Dion

Town of Bolton
Town of Concord
Town of Groton
Town of Boxborough
Town of Harvard
Town of Carlisle
Town of Clinton
Town of Tyngsborough

Guests Present:

Marcy Morrison
Jason Fortin
Erin Hayes
Marisa Fusco
Fred Winer
David Kieser
Carol Cormier
Karen Carpenter

MNHG Wellness Coordinator
Fallon Community Health Plan (FCHP)
Tufts Health Plan (THP)
Tufts Health Plan (THP)
Tufts Health Plan (THP)
Harvard Pilgrim Health Care (HPHC)
Group Benefits Strategies (GBS)
Group Benefits Strategies (GBS)

Chair, Donna Madden, called the meeting to order at 9:40 a.m.

Approval of the minutes of the January 29, 2014 meeting:

Margaret Dennehy moved to approve the Steering Committee minutes of the January 29, 2014 meeting.

Patrick McIntyre seconded the motion. The motion passed by unanimous vote.

Motion

GBS Reports:

Carol Cormier said that the Affordable Care Act's (ACA) Patient Centered Outcomes Research Institute (PCORI) fees are due July 31, 2014. She said that GBS is receiving the member numbers from the carriers and will be sending Treasurer Tony Logalbo a special warrant with the amount due and payment instructions.

Ms. Cormier said GBS recently sent an email blast to all clients to remind them of the required annual municipal reports pertaining to MA Municipal Health Reform. She said the reports are due to Mass. Executive Office of Administration and Finance (ANF) by June 30 each year. She said she sent MNHG employers a group-specific email with information about what to report given that MNHG moved to GIC's benchmark plan design on 6/1/12.

Ms. Cormier reviewed the *Funding Rate Analysis* with data through April 2014 and said the expense-to-funding ratio was 90.4% and that there was an excess of rate revenue funding over expenses of \$3.45M. She reviewed the Harvard Pilgrim 4th quarter Level Monthly Funding Reconciliation report and said it shows MNHG owing Harvard Pilgrim \$324,950 for the month of April.

Tony Logalbo arrived at this time.

MA Municipal Reinsurance Arrangement update:

Donna Madden said that the reinsurance pooling arrangement that MNHG is entering into with Cape Cod Municipal Health Group and West Suburban Health Group is ready to go operational on July 1, 2014.

Carol Cormier said that one final document is being reviewed by legal counsel and will have to be signed by all groups by June 30. She said she did not anticipate any problems.

Nominating Committee Report:

Tony Logalbo, Nominating Committee Chair, said that Margaret Dennehy, the current Vice Chair, is retiring at the end of the month leaving a vacancy in that position and on the Steering Committee. He praised Ms. Dennehy for her longtime service and contributions to the MNHG. He said that Patrick McIntyre has agreed to be nominated for Vice Chair. Mr. Logalbo said that Mr. McIntyre is currently a Nominating Committee member and that traditionally the Chair and Vice Chair have not been on the Committee. He said that a replacement for Mr. McIntyre on the Nominating Committee will have to be found.

Lorraine Leonard move to recommend to the Board that Patrick McIntyre be elected to the position of Vice Chair.

Larry Barton seconded the motion. The motion passed by unanimous vote.

Motion

Mr. Logalbo said that the Nominating Committee will be looking into filling the vacancy left by Margaret Dennehy on the Steering Committee.

Patrick McIntyre noted that he is leaving Town of Clinton's employment and will become Treasurer for Town of Boxborough at the end of the month. He said that John Kittredge will be the new representative to MNHG from Town of Clinton.

Ms. Cormier said that the Town must submit a letter from the Select Board appointing Mr. Kittredge to the MNHG Board.

Treasurer's Report:

Treasurer Tony Logalbo said that the uncommitted fund Balance is up to \$11.4 million and that large claims seem to have leveled off. He said that the auditor will meet with him in June.

Wellness Program report:

Donna Madden introduced new MNHG Wellness Coordinator, Marcy Morrison.

Ms. Morrison described her credentials in wellness programming, teaching, and coaching and said she went to quite a few MNHG employer health fairs and met with representatives of the wellness departments of the three health plans to learn what each of them had to offer. She said she would like to set up a canopy of wellness programs at the MNHG group level as well as programs at the local level. She said that ideally there will be at least one Wellness Champion identified in each governmental unit. She said that it will not involve much time or work since she will do almost all of the work.

Marcy Morrison said that the budget for the summer will be small. She said she is a fitness coach and will do most things herself. Some programs that Ms. Morrison mentioned were an at-the-desk exercise program, yoga and a couch to 5K program.

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Donna Madden said that there has not been a lot of success in getting the wellness champions.

Marcy Morrison said that the commitment to wellness must start at the top of each organization and be communicated by leadership to the employees. She said in the municipal sector there is much variety in the workforces and that multiple programs and communications may be required to interest HR, police and fire, DPW, teachers, etc. She said that she proposes the programming to start with a Health Assessment (HA) campaign. Marcy Morrison said she worked with many municipalities in Florida. She said that she tailored programs to each group and that she will adjust as needed.

Ms. Morrison said she wants to meet with representatives of each MNHG governmental unit. She said she would make herself available whenever the units would like her to come out.

Carol Cormier said that the Group could consider stipends for wellness champions. She said that has been done with another joint purchase group. She said she ordered reports from the health plans to help identify areas of need for wellness programming.

Other Business:

Erin Hayes, Tufts Health Plan, introduced Marisa Fusco, Tufts' Director of Client Services.

Chair, Donna Madden, adjourned the meeting at 10:15 AM.

*Prepared by Carol Cormier
Group Benefits Strategies*