

**Minuteman Nashoba Health Group**

**Board Meeting**

Friday, February 12, 2021 at 10:00 AM  
**Virtual Meeting by Remote Participation**

**Meeting Minutes**

**Board and Alternate Members Present:**

Melisa Doig, Chair	Town of Groton
Kevin Johnston, Vice Chair	Town of Ayer
Ian Rhames, Treasurer	Concord Carlisle RSD
Marie Sobalvarro	Town of Harvard
Nick Federico	Town of Boxborough
Brad Brightman	Town of Stow
Kaylin Carpenter	Narragansett RSD
Kerry Lafleur	Town of Concord
Ann Marie Tucciarone-Mahan	North Middlesex RSD
John Kittredge	Town of Clinton
Debbie Nutter	Town of Pepperell
Andrew MacLean	Town of Pepperell
Kimberly Kane	Town of Carlisle
Kristen Noel	Town of Bolton
Donna Kunst	Town of Stow

**Guests Present:**

Marcy Morrison	MNHG Wellness Consultant
Malyssa Simard	Town of Concord
Stephanie Oliver	Town of Concord
Patricia Joyce	Abacus Health Solutions
Lisa Despres	Tufts Health Plan
Rae Felts	Tufts Health Plan
Fred Winer	Tufts Health Plan Senior Products
Julia Lebrun	Fallon Health
Patrick Flattery	Fallon Health
Bill Hickey	Harvard Pilgrim Health Care
Chris Collins	CanaRx
Carol Cormier	Gallagher Benefit Services, Inc., (GBS)
Karen Quinlivan	Gallagher Benefit Services, Inc., (GBS)
Joseph Anderson	Gallagher Benefit Services Inc., (GBS)

The Chair, Melisa Doig, called the meeting to order at 10:05 AM.

Ms. Doig reminded those present that the meeting was being recorded and asked if there were any objections. There were none. Roll call was taken with voting attendees listed as:

Melisa Doig	Town of Groton
Kevin Johnston	Town of Ayer
Kristen Noel	Town of Bolton
Nick Federico	Town of Boxborough
Kimberly Kane	Town of Carlisle
John Kittredge	Town of Clinton
Ian Rhames, Treasurer	Concord Carlisle RSD
Kerry Lafleur	Town of Concord
Marie Sobalvarro	Town of Harvard
Kaylin Carpenter	Narragansett RSD
Ann Marie Tucciarone-Mahan	North Middlesex RSD
Debbie Nutter	Town of Pepperell
Brad Brightman	Town of Stow

**Approval of the minutes of December 7, 2020:**

Debbie Nutter moved approval of the Board minutes of December 7, 2020.

Motion
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Marie Sobalvarro seconded the motion.

There was a roll call vote on the motion:

Melisa Doig	Yes
Kevin Johnston	Yes
Kristen Noel	Yes
Nick Federico	Yes
Kimberly Kane	Yes
John Kittredge	Yes
Ian Rhames, Treasurer	Yes
Kerry Lafleur	Yes
Marie Sobalvarro	Yes
Kaylin Carpenter	Yes
Ann Marie Tucciarone-Mahan	Yes
Debbie Nutter	Yes
Brad Brightman	Yes

The motion passed by unanimous vote.

**Treasurer’s Report:**

Treasurer Ian Rhames reviewed the MNHG’s financial status as of December 31, 2020 (unaudited figures). He said that interest revenues are down this year compared to last year. Revenue from members is also down due the departure of towns of Tyngsborough and Lancaster but Stop Loss reimbursements are up. He said net revenue is up almost \$1M for the year. Fund Balance has stabilized over the last few months. Mr. Rhames said the Fund Balance (equity) was almost \$9.2M, which is well above target of \$5.4M.

**GBS reports:**

*Funding Rate Analysis (FRA) report* – Carol Cormier reviewed the FY21 *FRA* with data through December 31, 2020. She said the expense-to-funding ratio on a paid claims basis was 89.0% with a surplus of funding over major expenses of over \$2.8M. Some of that is from reinsurance reimbursements received from claims from the prior policy year

*Reinsurance reports* – Karen Quinlivan reviewed reinsurance reports for the FY20 policy period with claims data through December. She said that there were 6 claimants with updated total paid claims of \$2,825,191. The amount exceeding the specific deductible of \$300,000 was \$1,025,191. Total reimbursements of \$949,432 left an outstanding reimbursement amount due of \$75,759. Ms. Quinlivan said that the 50% Report for the same period had 10 claimants with updated total paid claims of \$2,063,087. The same reports for the FY21 policy period had 1 claimant in excess with total updated paid claims of \$362,381. The amount exceeding the specific deductible was \$62,381. No reimbursements have been received to date, and the outstanding reimbursement amount due is \$62,381. There were 5 claimants on the 50% Report with updated total paid claims of \$1,061,815.

**Steering Committee Vacancy:**

Melisa Doig said that there are currently four members on the MNHG Steering Committee and the fifth seat is vacant. She said Marie Sobalvarro from Town of Harvard had expressed an interest in serving on the Steering Committee.

Debbie Nutter motioned to elect Marie Sobalvarro to serve on the MNHG Steering Committee.

Kerry Lafleur seconded the motion. There was a roll call vote.

Motion
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Melisa Doig	Yes
Kevin Johnston	Yes
Kristen Noel	Yes
Nick Federico	Yes
Kimberly Kane	Yes
John Kittredge	Yes
Ian Rhames, Treasurer	Yes
Kerry Lafleur	Yes
Marie Sobalvarro	Yes
Kaylin Carpenter	Yes
Ann Marie Tucciarone-Mahan	Yes
Debbie Nutter	Yes
Brad Brightman	Yes

The motion passed by unanimous vote. **Wellness Program report:**

The Wellness Consultant, Marcy Morrison, reviewed the status of the Wellness programs. She said that she was excited to share that she has created a website and the first online courses for MNHG employees. The courses will be free to employees and family members. The first course Weight Loss for Life will be available to employees on Monday February 15, 2021. A link will be sent to contacts from each town. Courses will be completely automated and available on demand. Additional courses will be available in March on topics such as financial wellness, health monitoring and exercise. A course offered by Tufts, Mindfulness Meditation 101, will be offered again in March with weekly guided meditations and mindfulness training. Move Across America is another challenge started with Concord Carlisle RSD, which helps participants track

movement and exercise for six weeks. The MNHG Wellness Facebook page has health information, recipes and wellness program information so all are encouraged to visit it as well.

Patty Joyce from Abacus said that she is excited to see that information on Diabetes will be provided and said she would be willing to provide any needed information or links.

**Review of Fund Balance and Rate Stabilization Fund Policy:**

Ian Rhames said that a review was done to make sure that adequate language was in place to address the Fund Balance Policy in regards to excess fund balance. He said the MNHG has not been in this position for a number of years. Several years ago, the group was below the fund balance target line for months into years. He said the subcommittee wanted to make sure that they were taking a conservative approach given that there is a significant excess fund balance currently. Recently, language was placed in the Fund Balance Policy. A best estimate of the available uncommitted fund balance in excess of the target would be established by using a 12-month lookback window while considering what is likely to occur through the end of the current year. He said that up to 50% of any projected uncommitted fund balance in excess of the target balance may be used to reduce rates.

Kevin Johnston said that he agreed with everything that Ian stated. It is fortunate that the group is in a surplus position at this point and can utilize funds if necessary to stabilize rates.

**FY22 Rate projections for active employee plans and Vote:**

Carol Cormier reviewed the FY22 Rate Projections packet. She said that MNHG is in a good financial position but would suggest that the group proceed with a degree of caution given the current pandemic environment. It is anticipated that claims will come back after Covid-19 subsides, but it is unknown to what degree. Another unknown is that there are two governmental units leaving MNHG as of 06/01/2021. She said they represent 12.7% of enrollment and 11.9% of rate revenue. Their claims experience is better than the group experience as a whole. Claims were pulled out of the rate projection calculations, but runout claims for the two withdrawing units will need to be paid by the MNHG.

As in years past, the health plans make claims projections, and GBS makes independent projections from historical claims and trend factors. She said that by far the largest component of the rates is health plan claims. She said claims factors for the Diabetes Rewards program and CanaRx are also included in the projected rates and that the fixed costs included in the rates are health plan administrative fees, reinsurance premiums, and GBS fees.

Ms. Cormier reviewed the rate projections calculations and FY22 possible funding scenarios versus the current funding scenario. She said currently based on December enrollments the annualized funding from rates is \$43,849,248. She said using the lower of two projections for each health plan, the composite increase in annual funding for FY22 is 4.6%. She said that Scenario A shows this with the lower projected claims and that there is variation in the amount of rate increase across carriers. She said the Tufts increase is 2.5%, HPHC is 0.7% and Fallon is at 8.4%. The increase over current annual funding would be \$2,036,641. She said Scenario B has a composite increase of 5.5% but with Tufts at 3.3%, HPHC at 4.67%, and Fallon at 10.2%. Ms. Cormier said the annual funding from Scenario B would increase by \$2,392,803. Scenario C was an alternative scenario taking into account the use of Fund Balance. The composite increase of 3.1% would increase Tufts 1.5%, HPHC 1.0% and Fallon 5.5%. This scenario would use \$1,374,200 over current funding plus an additional \$662,441 out of Fund Balance. Scenario D holds Tufts and HPHC at the current rates and increases Fallon 1.1%. This would increase funding over current by \$482,731 and use an additional \$1,553,910 in Fund Balance. Finally,

Scenario E has a composite increase of 2.5% with Tufts increasing 1.5%, HPHC increasing 1.0% and Fallon increasing 4.0%. This would increase funding by \$1,084,314 over current with \$952,327 in additional Fund Balance used. She said the Steering Committee recommendation is for Scenario C to be used.

Andrew Maclean asked if Carol Cormier could explain what the Covid factor applied to the claims projections was.

Ms. Cormier explained that utilization was low during 2020 due to the government ordered shutdown and during this time non- essential services were not being used. A Covid claims factor had to be added to recent historical claims to bring them up to what they might have been had there not been a pandemic. The actual claims from CY20 without any adjustments for the impact of COVID would provide claims projections that would be too low.

Kevin Johnston motioned to accept Scenario C for FY22 active employee plan funding rate

Motion

Ann Marie Tucciarone-Mahan seconded the motion. There was a roll call vote.

Melisa Doig, Chair	Yes
Kevin Johnston	Yes
Kristen Noel	Yes
Nick Federico	Yes
Kimberly Kane	Abstain
John Kittredge	Yes
Ian Rhames, Treasurer	Yes
Kerry Lafleur	Yes
Marie Sobalvarro	Yes
Kaylin Carpenter	Yes
Ann Marie Tucciarone-Mahan	Yes
Debbie Nutter	Yes
Brad Brightman	Yes

The motion carried by majority vote.

**Diabetes Care Rewards program report:**

Patty Joyce reviewed the annual report for the Good Health Gateway Diabetes Care Rewards Program from 12/01/2019 through 11/30/2020. She reviewed the program overview and goals focusing on high touch support and incentives to drive patients to their doctors and close gaps in care, thus improving health and reducing hospitalizations. There were 82 members enrolled in the program with 40 members adherent and receiving zero copays. Over the last 12 months, 65% of members were adherent. A total of 895 scripts were billed with \$23,063 in copay waivers to members. Estimated savings for the year for the MNHG was \$65,880. Rebates distributed to the group to date include Q1 2019 of \$2,985, Q2 of \$3,150 and Q3 of \$14,424.74. Ms. Joyce said these rebates are a great way to offset program fees. There has been an overall 36% decrease in members with A1cs greater than 9.0. Remote glucose monitoring was offered beginning in 2018 where remote monitors are offered to adherent members for sharing blood glucose readings with Good Health Gateway nurse educators and pharmacists. \$0 copays are offered on test strips.

**Planning activities for FY22 Open Enrollment:**

Carol Cormier said that the health plans are available for any supplies, zoom meetings, etc. It is suggested that each governmental unit contact health plan representatives and other vendors to coordinate information and presentations based on their open enrollment needs and timelines. Comparison charts and rates will be sent out as soon as possible and posted to the MNHG website.

**Establishing an ad hoc committee to build the MNHG:**

There will be an ad hoc committee established to meet and discuss ways to possibly grow participation in the MNHG. So far, interested members are Melisa Doig, Kerry Lafleur, Marie Sobalvarro, Kevin Johnston and Ian Rhames.

**Health Plan and vendor reports:**

*Harvard Pilgrim*- Bill Hickey provided current claims data relating to Covid-19. He said that through January 26, 2021, there have been 38 confirmed positives, with one inpatient case. Total treatment and testing costs for the group were \$79,286. The Harvard Pilgrim/Tufts merger is now complete. It will have no impact on products or contracts for several years.

*Tufts* – Lisa Despres provided the most recent claims data relating to Covid-19. There were 37 positive, 106 negative and 413 suspected cases within MNHG as of February 1, 2021. Total Covid-related claims costs were approximately \$473K with inpatient claims of \$263K.

Fred Winer said, in regards to the Harvard Pilgrim merger, that Tufts’ would be taking over Retiree and group sales for Medicare plans when the time comes.

*Fallon Health* – Julia Lebrun and Katelyn Glennon presented the most recent Covid-19 MNHG claims data. There were 32 positive members, two of whom were inpatient. Total inpatient claims were \$38,060. There have been 806 tests performed with total costs of \$154,465. Total costs all together were approximately \$175,000.

*CanaRx*- Chris Collins said that he would be willing to conduct Zoom meetings if any unit is interested in setting something up for employee education regarding the CanaRx program. He asked administrators to make sure Gallagher has their most up-to-date contact information. A new customer satisfaction staff member will be joining the CanaRx staff shortly. The new staff member will be able to interact on an individual level with each governmental unit to meet any needs.

**Other Business:**

Next meetings - Melisa Doig scheduled the next meetings:

- Steering Committee on Monday May 10, 2021 at 9:00 AM and
- Board meeting on Monday, May 10 at 10 AM.

**The next meetings were subsequently changed to: Steering Committee on Tuesday April 13, 2021 at 9:00 AM and Board meeting on Tuesday, April 13 at 10 AM.**

There was no other business.

Motion

Marie Sobalvarro motioned to adjourn the meeting.

Ann Marie Tucciarone- Mahan seconded the motion.

There was a roll call vote on the motion:

Melisa Doig	Yes
Kevin Johnston	Yes
Kristen Noel	No response
Nick Federico	Yes
Kimberly Kane	No Response
John Kittredge	Yes
Ian Rhames, Treasurer	Yes
Kerry Lafleur	No Response
Marie Sobalvarro	Yes
Kaylin Carpenter	Yes
Ann Marie Tucciarone-Mahan	Yes
Debbie Nutter	Yes
Brad Brightman	Yes

The motion carried by majority vote.

Melisa Doig, Chair, adjourned the meeting at 11:32 AM.

*Prepared by Karen Quinlivan,  
Gallagher Benefit Services, Inc.*