

**Cochise Combined Trust**  
**FINAL - Minutes of Annual Renewal Meeting**  
**Thursday, January 25, 2018 through Friday, January 26, 2018**

**Cochise Combined Trust**  
**FINAL - Minutes of Workshop Session**  
**Thursday, January 25, 2018**

**Trustees Present:**

Julie Morales, Chairperson  
Wendy Davis, Vice Chairperson/Treasurer  
Ed Gilligan, Trustee  
J.D. Rottweiler, Trustee

**Others Present:**

Karla Anderson, Navitus  
Erin Collins, ECA  
Kathy Curtis, Cochise College  
Robert Dover, ECA  
Ken Downie, Alliance Work Partners  
Rich Hanna, Ameritas  
Mike Hensley, Jones Skelton & Hochuli  
Stephanie Moore, ECA  
Laura Phillipson, Navitus  
Robin Rossbach, Cochise County  
Mike Schionning, Cheiron  
Kelly Schoonmaker, AmeriBen  
Megan Wolford, ECA

**1. Call to Order**

The meeting was called to order at 8:33 a.m.

**2. November 2016 – October 2017 Medical Claims Review**

Kelly Schoonmaker from AmeriBen, presented the medical claims review for November 2016 through October 2017 that included AmeriBen initiatives for 2018, plan performance reports, medical management executive summary and Teladoc.

**3. July 2016 – December 2016/July 2017 – December 2017 Prescription Drug Utilization Review**

Laura Phillipson, Karla Anderson from Navitus, presented an executive summary of the prescription drug utilization for July through December 2016 compared to July through December 2017 that included top ten drugs, top therapeutic categories, Navitus specialty Rx and top pharmacy groups by script count.

**4. 2017 Year Dental and Vision Claims Review**

Rich Hanna from Ameritas, presented dental and vision claims for calendar year 2017 that included paid claims, return on investment, paid claims by procedure type and group, in network vs out of network claims, PPO savings and top provider utilization.

**5. July 2017 – December 2017 Employee Assistance Program Review**

Ken Downie from Alliance Work Partners, presented EAP utilization from July 2017 through December 2017 that included promotional resources, online resources and AWP initiative for 2017-18 plan year.

**6. Current Legal Issue and Trends**

Mike Hensley from Jones, Skelton & Hochuli provided a training session on a Current Legal Issue and Trends.

**7. Trust Financial Status through November 30, 2017**

Robert Dover from ECA, presented a financial comparison of plan years 2015-16 and 2016-17 as well as July 1, 2017 through November 30, 2017.

**8. 2017-18 Wellness Program Review and 2018-19 Program Recommendations**

Megan Wolford from ECA, presented a review of the current wellness programs participation on past and present screenings. She also reviewed the monthly newsletter, Cochise County HSA Incentive Program and ASHline Cessation Program. Future Programs discussed were the Wellness Survey, Health Risk Assessment, Nurse Consultation and Comprehensive Eye Screening. Megan recommended implementation of Chronic Disease Management and Individual Health Coaching Program for the 2018-19 plan year to target those individuals that are considered moderate and high risk. ECA also recommended increasing the wellness budget to \$80,000 in order to implement one or a combination of the programs: Chronic Disease Management and/or Individualized Health Coaching. Megan stated she would like to implement a wellness portal in the future.

**9. Recommended Claim Funding Rates and Benefit Options for the 2018-19 plan year**

Mike Schionning from Cheiron reviewed the actuarial rate development for the 2018-19 plan year including the proposed claim funding rates.

**10. 2018-19 Renewal Discussion and Budget Building**

Stephanie Moore reviewed the 2018-19 proposed budget, the recommended claim funding rates, insurance and administrative fees and benefit change options. There was a discussion amongst the Trustees and entity administrative staff members regarding the benefit change options.

**11. Adjournment**

The meeting was adjourned at 4:13 p.m.

**COCHISE COMBINED TRUST**

**FINAL – Minutes of Annual Renewal Trust Meeting**

**Friday, January 26, 2018**

**Trustees Present:**

Julie Morales, Chairperson  
Wendy Davis, Vice Chairperson/Treasurer  
Ed Gilligan, Trustee  
J.D. Rottweiler, Trustee

**Others Present:**

Karla Anderson, Navitus  
Erin Collins, ECA  
Kathy Curtis, Cochise College  
Robert Dover, ECA  
Ken Downie, Alliance Work Partners  
Rich Hanna, Ameritas  
Mike Hensley, Jones Skelton & Hochuli  
Stephanie Moore, ECA  
Laura Phillipson, Navitus  
Robin Rossbach, Cochise County  
Mike Schionning, Cheiron  
Kelly Schoonmaker, AmeriBen  
Megan Wolford, ECA

**1. Call to Order**

The meeting was called to order at 9:00 a.m.

**2. Department of Insurance Audit Review**

This item was removed from the agenda and will be placed on a future Quarterly Trust Meeting.

**3. Approval of the October 25, 2017 Regular Trust Meeting Minutes**

*Trustee Rottweiler made a motion to approve the October 25, 2017 Regular Meeting Minutes as presented without changes, Vice Chairperson/Treasurer Davis seconded the motion and the motion unanimously carried.*

**4. Approval of September through November 2017 Financials**

*Vice Chairperson/Treasurer Davis made a motion to approve the September through November 2017 Financials, Trustee Gilligan seconded the motion and the motion unanimously carried.*

**5. June 30, 2017 Financial Audit**

Stephanie Moore provided a bound copy of the Audit for each of the Trustees. It was determined that everything is in line for recommended accounting standards.

*No motion required.*

**6. Award of Contract for Third Party Administrator Services**

The request for proposal (RFP) was initiated with requests distributed on November 2, 2017. The request was sent to nine (9) Blue Cross Blue Shield of Arizona (BCBSAZ) approved TPA's. Timely responses were received from three (3) TPA's (listed in alphabetical order):

- 1) AmeriBen/IEC Group;
- 2) Gilsbar; and
- 3) HealthNow.

Interviews were conducted with all three (3) finalist on December 18, 2017. Following the interviews, the Selection Committee chose AmeriBen and Gilsbar as finalists and a request was made for their Best and Final offers. Based on the review of the proposals received and the interviews with the finalists, ECA recommends that CCT contract with AmeriBen to provide Third Party Administrator services to CCT for a one-year term with the option for 4 additional annual renewals.

*Vice Chairperson/Treasurer Davis made a motion to award the contract to AmeriBen Trustee Gilligan seconded the motion and the motion unanimously carried.*

**7. Approval of the 2018-19 Benefits and Rates**

Stephanie Moore, reviewed and discussed the budget, benefits and rates presented during the renewal workshop.

Benefit Change Options:

Medical/Rx:

EPO:

- 1) Recommended medical/Rx funding factors
- 2) Add Home Health Care to pre-certification
- 3) End coverage for Humalog - transition coverage to Novolog

- 4) Increase Hearing Aid coverage limit to \$2,000 (no coinsurance change)
- 5) Increase Hearing Aid coverage to two (2) units every three (3) years
- 6) Added 100% coverage for annual on-site HRA-Biometrics Screening

#### Buy-Up EPO

- 1) Recommended medical/Rx funding factors
- 2) Add Home Health Care to pre-certification
- 3) End coverage for Humalog - transition coverage to Novolog
- 4) Increase Family MOOP to \$6,000
- 5) Increase Hearing Aid coverage limit to \$2,000 (no coinsurance change)
- 6) Increase Hearing Aid coverage to two (2) units every three (3) years
- 7) Added 100% coverage for annual on-site HRA-Biometrics Screening

#### HDHP

- 1) Recommended medical/Rx funding factors
- 2) Add Home Health Care to pre-certification
- 3) End coverage for Humalog - transition coverage to Novolog
- 4) Increase Hearing Aid coverage to two (2) units every three (3) years
- 5) Increase Hearing Aid limit to \$2,000
- 6) Added 100% coverage for annual on-site HRA-Biometrics Screening

#### Buy-Up HDHP

- 1) Recommended medical/Rx funding factors
- 2) Add Home Health Care to pre-certification
- 3) End coverage for Humalog - transition coverage to Novolog
- 4) Increase Hearing Aid coverage to two (2) units every three (3) years
- 5) Increase Hearing Aid limit to \$2,000
- 6) Increase Network deductible to \$1,500/\$3,000
- 7) Added 100% coverage for annual on-site HRA-Biometrics Screening

#### Dental

- 1) Minimum medical/Rx funding factors

#### Vision

- 1) Recommended medical/Rx funding factors

#### Short Term Disability

- 1) Recommended medical/Rx funding factors

*Vice Chairperson/Treasurer Davis made a motion to accept the 2018-19 Benefits and Rates as listed above, Trustee Gilligan seconded the motion and the motion unanimously carried.*

## **8. Administrative Vendor Contract Amendments**

The following administrative contracts that are up for renewal effective July 1, 2018:

- 1) BlueCross BlueShield (Provider Network), requested a \$0.25 PEPM increase from \$13.75 to \$14.00.
- 2) Cheiron (Consulting Actuary) requested a change in the hourly rates for service as follows:
  - a. Principal Consulting Actuaries from \$340-\$458 to \$346-\$475;
  - b. Consulting Actuaries from \$260-\$385 to \$265-\$410;
  - c. Associate Actuaries from \$180-\$260 to \$190-\$275;
  - d. Senior Actuarial Analysis from \$170-\$190 to \$165-\$205;
  - e. Actuarial Analysis from \$145-\$175 to \$145-\$183; and
  - f. Administrative Staff \$84-\$100 to \$95-\$107.
  - g. No change in the not to exceed of \$15,000.
- 3) Erin P. Collins & Associates (Benefits Consulting/Pool Administration), ECA requested a \$0.50 PEPM increase from \$9.00 to \$9.50 for pool administration for 2018-19, a rate pass for 2019-20 and a \$0.50/PEPM increase in 2020-21 and no change to \$1.00 rate for Dental Administration.
- 4) Erin P. Collins & Associates (Wellness Consulting), ECA requested a \$1.00 PEPM increase from \$3.50 to either \$4.50/\$5.50 for the administration of the Individual Health Coaching and/or Chronic Disease Management Program.
- 5) Navitus (Pharmacy Benefit Manager), in accordance with the contract , the rate is set to increase from \$2.37 PMPM to \$2.44 PMPM which equates to a change of \$4.39 PEPM to \$4.53 PEPM

*Trustee Rottweiler made a motion to approve item #1, #2, #3 and #5 above as presented and authorized the Trust Chairperson to execute all renewal documents upon review and approval by legal counsel , Vice Chairperson/Treasurer Davis seconded the motion and the motion unanimously carried.*

## **9. Administrative Update**

There were no administrative updates.

## **10. Future Agenda Items**

Nothing noted.

## **11. Set Next Meeting**

The next meeting is scheduled for April 18, 2018, 2:00 p.m. at Cochise County.

## **12. Call to the public**

No public was present.

## **13. Adjournment**

The meeting was adjourned at 9:57 a.m.

Respectfully Submitted,

Robert Dover, Group Benefits Specialist