

April 25, 2006

**INSURANCE TASK FORCE COMMITTEE MEETING**

**Members Present**

Dr. Greg Adkins  
Leo Burt  
Mark Castellano  
Ami Desamours  
Ron Frazer  
Jamie Michael  
Donna Mutzenard  
Suzan Rudd  
Bob Rushlow  
Susan Strong  
Vicky Tisdale

**Members Absent**

Pat Arner  
Charles Luckey  
Shayne Murphy  
Marty Mesch  
Tommy O'Connell  
Norma Perroni  
Joe Pescatrice, Retiree Liaison

**Others**

Dr. Jane Kuckel, Liaison  
Board Member  
Karen Cooley  
Barbara Crowe  
Debbie Durieux  
Robin MacDonald  
Erv Pierce  
Jamie Rushing  
Nadine Serwich  
Debbie Strong

Ms. Susan Strong called the meeting to order at 3:45 P.M.

**Approve Minutes**

There being no changes, additions or deletions to the Minutes, Dr. Greg Adkins made a motion to approve the Minutes of March 21, 2006, meeting; Ms. Donna Mutzenard seconded the motion; and motion passed unanimously.

**Employee Wellness Program**

Ms. Lisa Brown updated the members on the Wellness Program.

She has held thirteen (13) focus groups to-date. Three (3) schools declined having a focus group, and she currently has four (4) more scheduled, and waiting to hear back from three (3) other schools to schedule. The focus groups have been very beneficial in helping her determine what employees are interested in. Some of the programs of interest have been:

- On-site fitness classes
- On-site weight loss classes
- Use of on-site weight rooms, gyms and pools
- Setting up exercise rooms at sites with available space – could use donated equipment
- Health Risk Appraisals & Screenings – employees expressed a great interest in this. Ms. Brown is working with BCBS on providing this service to employees

Ms. Brown indicated that she met with Shannon DeWitt, who has a fitness business & is currently providing a “Teacher’s Bootcamp” (on-site fitness classes) at some schools. Ms. DeWitt expressed an interest in providing more of these classes at more locations – open to all employees. Ms. Brown will continue to work with Ms. DeWitt on this.

Ms. Brown informed the group that she recently encountered some difficulties in getting information out to employees regarding an upcoming Weight Watchers class. She sent an email to all District Employees and was later informed by Ms. Martha Crotty that email was not allowed to be used for “advertising”.

Ms. Strong met with Mr. Keith Martin to discuss this issue, and he agreed that they needed to make some policy changes. Dr. Kuckel also agreed that changes needed to be made to the policy.

Information about programs through various Universities, etc. have been sent to District employees via email – this is advertising. The Wellness Program is for the benefit of District employees & will hopefully help our employees become healthier, thus, lowering illnesses, and in the long run, have a positive impact on health claims experience.

Dr. Greg Adkins made a recommendation/motion to allow the Insurance Task Force Members to endorse programs & allow publication of the information The Wellness Junction; Mr. Donna Mutzenard seconded the motion; and motion passed unanimously.

There was discussion about publishing a one-page newsletter each month.

Mr. Bob Rushlow and Ms. Suzan Rudd were not comfortable with agreeing to the publishing of a newsletter without seeing the costs involved. Ms. Strong reminded the committee members that the ITF had voted to have the Wellness Program, and a part of that program was publishing a newsletter to get the information out to all employees. Mr. Rushlow and Ms. Rudd indicated that they were not members of the ITF at the time the vote was taken. Mr. Rushlow requested copies of all the ITF Minutes pertaining to the Wellness Program. Ms. Suzan Rudd requesting an accounting of the self-insurance fund.

Ms. Vicky Tisdale made a motion to pay to print the May Newsletter out of the self-insurance fund; Mr. Ron Frazer amended the motion to include sending it out to employees; Dr. Greg Adkins seconded the motions. Ms. Suzan Rudd refrained from voting until she could see an accounting of the self-insurance fund first. Motion passed.

### **Annual Benefit Review**

Ms. Barbara Crowe reviewed all the benefits and their appropriate contract expiration dates with the members.

Currently, there are four (4) benefits that will be up for renewal in 2007:

- Cancer Insurance
- Health Insurance
- EAP
- Vision Insurance

Ms. Crowe informed the group that the EAP has agreed to rollback their rates in 2007 to what they charged last year (99 cents per employee). We are currently paying \$1.10 per employee.

Mr. Bob Rushlow made a motion to do an RFP for health insurance; Ms. Jamie Michael seconded the motion; and motion passed unanimously.

A sub-committee was established to review the RFP, interview successful candidates, and make a recommendation. Member of the sub-committee are:

Dr. Greg Adkins  
Ms. Suzan Rudd

Mr. Ron Frazer  
Ms. Donna Mutzenard  
Ms. Ami Desamours  
Ms. Susan Strong  
Ms. Jamie Michael

The sub-committee will meet prior to the next ITF Meeting.

The timeline for the RFP is:

- RFP to go out June 1, 2006
- Receive proposals by July 1, 2006
- Sub-committee to review proposals in July, 2006
- Sub-committee to make a recommendation to the ITF Committee in August, 2006.

### **Good of the Order**

Ms. Jamie Michael was impressed with the information she received from Cornerstone – welcoming her to the Flexible Spending Account. She thought it was very informative.

Mr. Erv Pierce informed the group that this was his last meeting, as he would be retiring. He thanked everyone for the opportunity to serve them and stated that his replacement, Mr. Robin MacDonald, would be able to handle any of the group's needs from now on.

The next ITF Meeting was scheduled for Thursday, May 25, 2006, at 3:30 P.M.

There being no further business, the meeting was adjourned at 5:15 P.M.