

# Tri-County Schools Insurance Group

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Executive Committee Meeting

Friday, April 20, 2018 9:30 am

Sutter County Superintendent of Schools Board Room

970 Klamath Lane, Yuba City, CA 95993

## ATTENDEES

### Officers

Sutter Union High School Dist.	Ryan Robison	President
Glenn County Office of Ed.	Randy Jones	Interim Vice President
Yuba County Office of Ed.	Cindy Sutfin	Secretary

### Directors

Colusa County Office of Ed.	Julie Tucker
Feather River College	David Burris
Franklin Elementary School Dist.	--absent
Lake Tahoe Community College	--absent
Maxwell Unified School Dist.	Danielle Wilson
Modoc Joint Unified School Dist.	Tom O'Malley
Nuestro Elementary School Dist.	Joe Hendrix
Pierce Joint Unified	Daena Meras
Plumas Lake Elementary School Dist.	Ajit Kang
Sierra Plumas Joint Unified	Susan Roberts
Sutter County Supt. of Schools	Barbara Henderson
Wheatland Elementary School Dist.	--absent
Yuba City Unified School District	Robert Shemwell
Yuba Community College Dist.	Mazie Brewington

### Employee Benefits Advisory Committee

Plumas Lake Elementary School Dist.	Heather Fowles
Sutter Union High School Dist.	Lori Texeira

### Consultants

Acorn Health Solutions	Tom Partlow
Delta Health Systems	Thy Seng, Patrick McTighe
Foster & Foster	Brad Gauen (by Phone)
Woodruff-Sawyer & Co.	Gail Blagg, Bernard Sarmiento

### Staff

Administrator	Mathew D. Evans
Finance Officer	Lynn Whitlock
Recorder	Dianna Harrison

### Visitors

Brittan Elementary School Dist.	Staci Kaelin
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A. CALL TO ORDER

President Robison called the meeting to order at 9:33 a.m. He noted that a quorum of the Executive Committee was present.

B. COMMENTS FROM VISITORS

None

C. CONSENT AGENDA

1. APPROVAL OF MINUTES FOR MARCH 16, 2018
2. APPROVAL OF PAYMENTS FOR MARCH 2018

MOTION:

A motion was made by Danielle Wilson to accept the consent agenda.

Tom O'Malley seconded the motion. The motion was approved unanimously by the voting members present as listed on page 1.

D. REPORTS

1. PRESIDENT'S REPORT

President Robison greeted everyone. He stated that this is a hectic time of year and he appreciates everyone coming to the meeting. The subcommittee and Matt Evans have met to discuss the necessity of timely and accurate reporting from our Pharmacy Benefits Manager Consultant and that the needed reports have not been received. He also thanked the non-compensated Executive Committee for their time and valuable input in overseeing TCSIG. He thanked Julie Tucker for her 15 years of serving on the TCSIG Executive Committee and presented her with the Service Partner's sponsored gift as she is retiring July 1, 2018.

2. ADMINISTRATOR REPORT

Matt Evans reported:

- o Thanked Julie Tucker for her service to TCSIG and the Executive Committee.
- o Stated that the rest of his report will be in Closed Session.

E. INFORMATION AND DISCUSSION ITEMS

1. ACORN – WELLNESS CENTER UPDATE

Tom Partlow of Acorn Health Solutions reported that:

- o Dr. Melissa George is a new Nurse Practitioner that has been hired to replace Olga Bealesio. Olga still wants to work with the Wellness Center, but only in a limited manner. This is still being worked out.
- o The Wellness Center has been very busy with an average of over 400 visits each month.
- o They have seen over 200 members for their PlushCare Biometric lab results.
- o The per-visit cost has gone down to approximately \$237 per visit. This includes the cost of all labs and prescriptions as well.

F. CLOSED SESSION

President Robison called the meeting into closed session at 10:01 a.m.

Attendees: President Robison, Interim Vice President Jones, Secretary Sutfin, Julie Tucker, David Burris, Danielle Wilson, Tom O'Malley, Joe Hendrix, Daena Meras, Ajit Kang, Barbara Henderson, Susan Roberts, Robert Shemwell, Mazie Brewington, Staci Kaelin, and Matt Evans.

1. Personnel Pursuant to Section 54957(b) and Section 54957.6.

Attendees: President Robison, Interim Vice President Jones, Secretary Sutfin, Julie Tucker, David Burris, Danielle Wilson, Tom O'Malley, Joe Hendrix, Daena Meras, Ajit Kang, Barbara Henderson, Susan Roberts, Robert Shemwell, Mazie Brewington, Staci Kaelin, Gail Blagg, Bernard Sarmiento, Patrick McTighe, Thy Seng, Brad Gauen (by phone), Matt Evans and Lynn Whitlock.

2. Claims (1) pursuant to Subdivision (b) 54956.95

3. Report on status of programs and contracts pursuant to Government Code Section 54950 and 54956.87.

RETURN TO OPEN SESSION

President Robison returned the meeting to Open Session at 12:05 p.m.

Attendees: President Robison, Interim Vice President Jones, Secretary Sutfin, Julie Tucker, David Burris, Danielle Wilson, Tom O'Malley, Joe Hendrix, Daena Meras, Ajit Kang, Barbara Henderson, Susan Roberts, Robert Shemwell, Mazie Brewington, Staci Kaelin, Gail Blagg, Bernard Sarmiento, Patrick McTighe, Thy Seng, Matt Evans, Lynn Whitlock and Dianna Harrison.

President Robison reported on the Action Items from Closed Session:

G. ACTION ITEMS FROM CLOSED SESSION

1. APPROVE PROPERTY/CASUALTY RATES

Joe Hendrix made a motion to approve the rates and carriers presented by Woodruff Sawyer & Co.

Julie Tucker seconded the motion. The motion was approved unanimously by the members present as noted above.

2. RATIFY GROUP LIFE RATES FOR FY 2018-2019

Tom O'Malley made a motion to ratify the Group Life rates for FY 2018-2019.

Danielle Wilson seconded the motion. The motion was approved unanimously by the members present as noted above.

3. RECOMMEND VOLUNTARY LIFE PROGRAM

Danielle Wilson made a motion to offer the Voluntary Life Program.

Robert Shemwell seconded the motion. The motion was approved unanimously by the members present as noted above.

4. RECOMMEND VOYA STOP LOSS RENEWAL

Interim Vice President Jones made a motion to approve the Voya Stop Loss renewal with the attachment point increasing from \$400,000 to \$600,000.

Robert Shemwell seconded the motion. The motion was approved unanimously by the members present as noted above.

5. CHANGE SPECIALTY DRUG VENDOR TO PROACT/NOBLE

Tabled until May meeting.

Secretary Sutfin reported on the following Personnel Items:

a. Salary Range for Chief Financial Officer per attached Salary Schedule

Joe Hendrix made a motion to approve the salary range for the Chief Financial Officer.

Julie Tucker seconded the motion. The motion was put to a roll call vote.

**Approved**

Julie Tucker, Susan Roberts, Deana Meras, Joe Hendrix, Mazie Brewington, David Burris, Danielle Wilson, Tom O'Malley, Staci Kaelin, Robert Shemwell, Randy Jones, Cindy Sutfin

**Opposed**

Ajit Kang

**Abstained**

Barbara Henderson

The motion carried.

b. New Job Description and Salary Range for Administrative Clerk per attached Description and Salary Schedule

Tom O'Malley made a motion to approve the new job description and salary range for Administrative Clerk.

Danielle Wilson seconded the motion. The motion was approved unanimously by the members present as noted above.

c. Eliminate Customer Service Clerk Position and Layoff Employee no sooner than August 1, 2018 or when the hiring process is completed.

Interim Vice President Jones made a motion to eliminate the Customer Service Clerk position and layoff the employee in the position currently no sooner than August 1, 2018 or when the hiring process is completed.

President Robison seconded the motion. The motion was approved unanimously by the members present as noted above.

H. ITEMS FOR NEXT AGENDA

Change Specialty Drug Vendor to ProAct/Noble.

I. ADJOURNMENT

President Robison called for a motion to adjourn the meeting.

MOTION:

Danielle Wilson moved to adjourn the meeting.

Julie Tucker seconded the motion. The motion was approved unanimously by the members present as noted above. The meeting was adjourned at 12:09 p.m.

Respectfully submitted by Dianna Harrison 4/20/2018