

**SOUTHERN SKYLAND REGIONAL HEALTH INSURANCE FUND
OPEN PUBLIC ORGANIZATION MEETING
MARCH 10, 2020
12:00 PM**

Meeting called to order by Executive Director. The Open Public Meeting Notice was read into record.

ROLL CALL OF 2020 FUND COMMISSIONERS:

Brian Auger, Somerset County Library	Present
Geoffrey Soriano, Somerset County Parks Commission	Present
William Hyncik, Somerset County VoTech	Present
Sara Sooy, County of Somerset	Absent

FUND PROFESSIONALS PRESENT:

Executive Director/Program Manager	PERMA Risk Management Services
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**Emily Koval
Brandon Lodics**

Fund Attorney

Scholl, Whittlesey & Gruenberg, LLC
Frank Whittlesey

Fund Treasurer

Yvonne Childress

Aetna

Jason Silverstein

Express Scripts

Absent

Fund Actuary

Absent

Integrity Health

**Doug Forrester
Sharon Vaughn**

ALSO PRESENT:

Karen Kamprath, PERMA
Raelene Sipple, SCVTS
Arge Mardakis, Somerset County
Donna Mozet, County of Somerset
Paul Malarcher, County of Somerset
Diane Peterson, Conner Strong & Buckelew
Marybeth Visconti, Conner Strong & Buckelew

MOTION TO APPROVE THE SCIC AND SSRHIF MINUTES OF JANUARY 14, 2020:

MOTION:	Commissioner Soriano
SECOND:	Commissioner Auger
VOTE:	All in Favor

EXECUTIVE DIRECTORS REPORT

FINANCIAL FAST TRACK as of January 31, 2020 - Executive Director reviewed the Financial Fast Track for the Commission and the HIF. She said the Commission Fast Track shows a small loss, however there is no income and claims are being paid out so we should continue to see a reduction. She said the HIF Fast Track shows a loss of \$386,000 for January. She said January is difficult because the IBNR is a moving target and difficult to predict.

BYLAW AMENDMENT - PUBLIC HEARING - Executive Director said the proposed amendment to the bylaws was introduced at the last meeting. All Commissioners and members were notified and asked to approve at their local board meetings. One resolution has been received. A sample resolution was included in the Agenda. Today will serve as a public hearing for any questions or comments. Once the approved resolutions are received from $\frac{3}{4}$ of them members and the DCA approval has been received, members will be notified and revised bylaws will be distributed. Executive Director provided an overview of the proposed amendment.

MOTION TO OPEN THE PUBLIC HEARING ON THE BYLAW AMENDMENT:

MOTION:	Commissioner Soriano
SECOND:	Commissioner Auger
VOTE:	All in Favor

MOTION TO CLOSE THE PUBLIC HEARING:

MOTION:	Commissioner Soriano
SECOND:	Commissioner Auger
VOTE:	All in Favor

HEALTH CENTER ADMINISTRATOR - RFP - Executive Director said Integrity Health's contract with the Fund ends December 31, 2020. Due to the complexity of the services being requested, the Fund should release an RFP for these services now.

MOTION TO RELEASE A REQUEST FOR PROPOSALS FOR A HEALTH CENTER ADMINISTRATOR FOR A 3 YEAR CONTRACT EFFECTIVE JANUARY 1, 2021:

MOTION:	Commissioner Soriano
SECOND:	Commissioner Auger
VOTE:	All in Favor

DIRECT RETIREE BILLS - Executive Director said some groups may have experienced an outreach from retirees regarding their 2020 direct bill coupons and/or had received a letter regarding their ACH payments. In an attempt to streamline the rate data process, a slightly different process was used in transferring the new rates to the Benefits Express system, but an error occurred that was caught about 2

weeks into the already tight timeline. After the error was corrected and the benefits system was updated, an error had persisted with the dental rates for the County and Library members that also had to be corrected. The direct bill coupons take a few weeks to create and mail, so the process was very much delayed. Because of this, if a member used ACH for monthly payments, an automatic letter may have been sent which could have caused concern for these members. We apologize for the delay, the lack of communication and any disruption it may have caused your retirees. The Fund has identified the errors and is putting multiple audit process in place to avoid this problem in the future.

FINANCIAL DISCLOSURE STATEMENTS - Executive Director said the State's Financial Disclosure Statement online system will be open the first week of April for filing. Please look out for an email from PERMA regarding your filing for the HIF. Commissioners of the Commission were NOT required to file, but HIFs are required to file all Commissioner's financial disclosures. PERMA is available to help facilitate this process, if needed.

MAY MEETING TIME CHANGE - Executive Director said it has been requested to change the May Fund Meeting from 12:00 p.m. to 10:00 a.m.

MOTION TO CHANGE AND ADVERTISE THE MAY 12, 2020 MEETING FROM 12:00 TO 10:00 AM:

MOTION:	Commissioner Soriano
SECOND:	Commissioner Auger
VOTE:	All in Favor

PROGRAM MANAGER'S REPORT

ELIGIBILITY/ENROLLMENT

Please direct any eligibility, enrollment, or system related questions to our dedicated Southern Skyland Regional HIF team. The team can be reached by email at somersetctyinscom@permainc.com or by fax at 856-552-2175.

MONTHLY BILLING

As a reminder, please be sure to check your monthly invoice for accuracy. *Please confirm the invoice detail as retro adjustments are limited to two months by the Fund's policy.* If you find a discrepancy, please report it to the Southern Skyland Regional HIF eligibility/enrollment team somersetctyinscom@permainc.com or by fax at 856-552-2175.

EXPRESS SCRIPTS UPDATE - Program Manager said on February 14, 2020 the U.S. Food and Drug Administration (FDA) granted the manufacturers of three prescription drug products permission to sell the below 3 drugs as over-the-counter medications (OTC). Plan members using these products may want to discuss possible changes in therapy with their physicians as the below medications will no longer be available through their prescription drug plan. We identified 120 members in the SSRHIF who filled prescriptions for one or more of the generic forms of these medications in the past 12 months and may be impacted by the new classification. *Please note that only the branded products will initially be moving to the OTC classification and there is only one SSRHIF member who filled a prescription for one of*

the branded products in the past year. However, ESI advised that the generic versions will likely be undergoing a status change in the near future.

- Voltaren Arthritis Pain (diclofenac) gel 1% (NSAID)
- Pataday Twice Daily Relief (olopatadine ophthalmic solution, 0.1%)
- Pataday Once Daily Relief (olopatadine ophthalmic solution, 0.2%)

SSRHIF ONLINE ENROLLMENT SYSTEM UPDATE - Program Manager said In order to bring you the latest in benefits system technology, the SSRHIF online enrollment system underwent a mandatory system update. The update included an improved HR Dashboard, increased site security and technical support. The underlying database architecture has not changed and the upgrade was seamless, with no re-implementation of existing groups required. *Please note, user IDs and passwords have not changed.*

If you are interested in training or would like to join us for an overview, please feel free to email somersetctyinscom@permainc.com indicating the session you would like to attend:

- 3/18/2020; 2:00 pm – 3:00 pm
- 3/19/2020; 10:00 am – 11:00 am

LEGISLATIVE UPDATES

As we have previously reported, the state of New Jersey (NJ) adopted an “individual” health insurance mandate. As of January 1, 2019 NJ residents are required to have health insurance and to provide proof of coverage with their 2019 State Income Tax filing. Accordingly, insurers, employers, government agencies, multiemployer plans and other entities (regardless of size) that provide health insurance to NJ residents must submit required health insurance coverage information electronically to the State (there is no paper filing option) for those employees/retirees. Reporting requirements are not limited to businesses that withhold NJ payroll taxes. The mandate applies to both part-year and full-year NJ residents.

To help employers comply, NJ has launched an official website (see link: <https://nj.gov/treasury/njhealthinsurancemandate/employers.shtml>) which addresses the reporting requirement, as well as the application of the rules to out-of-state employers of NJ residents, employers with fewer than 50 employees, insured versus self-insured employers, and adult children. Under the law, reporting entities are required to send a return to the NJ State Treasurer. The website reflects updated guidance (posted on January 21, 2020) on NJ health coverage filings.

ADMINISTRATIVE AUTHORIZATIONS

There are no administrative authorizations at this time.

TREASURER - Fund treasurer said the report is included in the agenda. she said the new bank account has been opened for the ssrhif. The march bills list was distributed.

MOTION TO APPROVE THE FEBRUARY AND MARCH 2020 BILLS LISTS.

MOTION:	Commissioner Soriano
SECOND:	Commissioner Auger
VOTE:	All in Favor

INTEGRITY HEALTH – Mr. Forrester introduced Sharon Vaughn who is the member services director at the health center. He said they are very pleased with the relationship they have seen develop with Aetna. He said when an issue does arise with the carrier he said it is important to have a liaison to run interference with any issues in this case that is Sharon. He said the utilization report is encouraging as the numbers continue to rise. He said the numbers are ahead of where they expect them to be.

AETNA – Mr. Silverstein reviewed the December 2019 and January 2020 claims as well as the dashboard report. He also noted a case management success story.

EXPRESS SCRIPTS - Report included in Agenda.

ATTORNEY - None

OLD BUSINESS - None

NEW BUSINESS - None

PUBLIC COMMENT - None

MOTION TO ADJOURN:

MOVED:	Commissioner Soriano
SECOND:	Commissioner Auger
VOTE:	Unanimous

MEETING ADJOURNED: NEXT MEETING May 12, 2020

Minutes prepared by:
Karen Kamprath, Assisting Secretary