SOUTHERN SKYLAND REGIONAL HEALTH INSURANCE FUND

OPEN PUBLIC MEETING

**JANUARY 12, 2021**

**12:00 PM**

Meeting called to order by Fund Chair. The Open Public Meeting Notice was read into record.

**ROLL CALL OF 2020 FUND COMMISSIONERS:**

William Hyncik, Fund Chair, Somerset County VoTech Present

Brian Auger Fund Secretary, Somerset County Library Present

Geoffrey Soriano, Somerset County Parks Commission Present

Shanel Robinson, County of Somerset (alternate) Present

**FUND PROFESSIONALS PRESENT:**

Executive Director/Program Manager PERMA Risk Management Services

**Emily Koval**

**Brandon Lodics**

Fund Attorney Scholl, Whittlesey & Gruenberg, LLC

**Frank Whittlesey**

Fund Treasurer **Yvonne Childress**

Aetna  **Jason Silverstein**

Express Scripts  **Ken Rostkowski**

Fund Actuary **Absent**

Integrity Health **Doug Forrester**

Fund Auditor **Absent**

**ALSO PRESENT:**

Karen Kamprath, PERMA

Sam Zabawa, Somerset County

Greg D’Orazio, Assured Partners

Diane Peterson, Conner Strong & Buckelew

Marybeth Visconti, Conner Strong & Buckelew

Arge Mardakis, Somerset County

Raelene Sipple, Somerset County Votech

John Bruno, Somerset County

Donna Umgelter

Deanna

Allison Deblois

Carrie Specht

Tracey Judge

Paul Malarcher

**MOTION TO APPROVE THE OPEN AND CLOSED SSRHIF MINUTES OF NOVEMBER 20, 2020:**

**MOTION:** Commissioner Soriano

**SECOND:** Commissioner Auger

**VOTE:** All in Favor

**SINE DIE**

**ROLL CALL OF 2020 FUND COMMISSIONERS:**

William Hyncik, Fund Chair, Somerset County VoTech Present

Brian Auger Fund Secretary, Somerset County Library Present

Geoffrey Soriano, Somerset County Parks Commission Present

Shanel Robinson, County of Somerset (alternate) Present

Executive Director said a quorum of Fund Commissioner is present. She said an election of the executive committee will take place. Executive Director opened the floor for nominations of the 2021 executive committee. Executive Director said the current slate is William Hyncik, Fund Chair, Brian Auger, Fund Secretary, Geoffrey Soriano, Executive Committee Member, Sara Sooy, Executive Committee Member.

**MOTION TO APPROVE THE 2021 SLATE AS PRESENTED:**

**MOTION:** Chair Hyncik

**SECOND:** Commissioner Auger

**VOTE:** 4 Ayes, 0 Nays

Fund Attorney swore in the 2021 Executive Committee.

**ROLL CALL OF 2021 EXECUTIVE COMMITTEE:**

William Hyncik, Fund Chair, Somerset County VoTech Present

Brian Auger Fund Secretary, Somerset County Library Present

Geoffrey Soriano, Somerset County Parks Commission Present

Shanel Robinson, County of Somerset (alternate) Present

**EXECUTIVE DIRECTORS REPORT**

**FINANCIAL FAST TRACK – SCIC and SSRHIF as of November 30, 2020–** Executive Director said the Commission Fast Track shows the transfer from the Commission to the Fund. She said that is noted in the transferred surplus line. She said the SSRHIF Fast Track shows this month was slightly below budget which brings the surplus to just over $1 million.

**2021 ORGANIZATION RESOLUTIONS –** Executive Director said the major action items for today are the reorganization resolutions. She provided an overview of resolutions 1-21 through 9-21.

Resolutions are as follows:

**Resolution 1-21** awards the professional contracts and compensation, as per the approved budget and RFQ responses. This resolution will be advertised as per the public contracts law.

**Resolution 2-21** sets meeting dates and times which will be posted on each entity’s public bulletin board. For now, a meeting has been set for every other month via Zoom. Should in-person meetings become possible, we will amend this resolution to include a location. Members will always be notified of any change no less than 48 hours prior.

**Resolution 3-21** sets for the Cash Management Plan and bank depositories for 2021. The Cash Management Plan is a standard banking and investment policy and procedure that is used in other Commissions and Joint Insurance Funds administered by PERMA. This plan has been reviewed by the Treasurer.

**Resolution 4-21** is the 2021 Risk Management Plan which outlines the Commission’s stop loss limits, underwriting procedures, claim appeal processes, etc. The only change to this resolution is the new specific retention limit, which was approved last year.

**Resolution 5-21** adopts the broker fees for each entity. Broker commissions will be paid directly to the firm through the Commission. Each entity’s rates reflect its arrangement only.

**Resolution 6-21** authorizes the Treasurer to pay contract fees and expenses during the months that the Commission does not meet, contingent upon ratification at the next meeting.

**Resolution 7-21** designates the elected Secretary as the Custodian of Fund Records. All records are retained at the Administrator’s office and handle all OPRA request on behalf of the Secretary.

**Resolution 8-21** Designates the Courier News as the Official Fund Newspaper.

**Resolution 9-21** designates the Authorized Signatories which remains unchanged from 2020.

**MOTION TO APPROVE RESOLUTIONS 1-21 THROUGH 9-21 AS PRESENTED:**

**MOTION:** Commissioner Soriano

**SECOND:** Commissioner Auger

**VOTE:** All in Favor

**COVID TESTING AT THE HEALTH CENTER –** Executive Director said the Health Center has been providing COVID tests to all County employees, regardless of eligibility at no additional cost to the Fund. Integrity Health will provide a detailed report of the testing process so far.

**DIRECT BILLING –** Executive director said as discussed at the prior meeting, the direct bill coupons will be delayed. An estimated date of delivery is not available, although notification was sent to all direct bills (retirees and COBRA) advising of this delay and reconciliation instructions in December.

**MARKETING SERVICES –** Executive Director said we would like to discuss marketing services for the Fund however not all parties were available for this meeting today. She said we do have the option to change the March meeting to February, and then possibly update the meeting dates for the year after that to February, April, June etc. Executive Director said a revised meeting notice will be issued in this case.

**PROGRAM MANAGERS REPORT**

**ELIGIBILTY/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](mailto: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](mailto:somersetctyinscom@permainc.com) or by fax at 856-552-2175.

**AETNA UPDATE**

**Aetna COVID-19 Resources**

Aetna has developed a specific website devoted to COVID and the COVID vaccines. The site contains information including COVID FAQs, safety tips and vaccine updates. Follow this link: <https://www.aetna.com/employers-organizations/resources/covid19.html>

**UNITED HEALTHCARE UPDATED - MEMBER COMMUNICATIONS**Program Manager said UHC provided information on upcoming Medicare Advantage (MA) member communications for the first quarter of 2021. He said there are quite a few mailers that will be going out and provided an outline of the below communication pieces.

**The below communications will be sent to all MA members.**

|  |  |  |
| --- | --- | --- |
| **Communication Material** | **Description** | **Expected Distribution Date** |
| COVID-19 Vaccine Authorization Materials | Update for members on most recent COVID vaccine guidance. More information regarding the vaccine will be communicated as it becomes available. | Week of 12/21 |
| 2021 STARS Annual Wellness Visit Materials | Reminder for member to schedule their annual preventive care visits | Mid-February 2021 |
| STARS Colon Cancer Screening At-Home Kit Materials | Encourage members to complete at-home colon cancer screening | Ongoing communications beginning March 2021 |
| 2021 STARS Renew Magazine – New Member Issue | This magazine provide health and wellness information and tools. | February 2021 |
| 2021 Monthly eNews Email – January | Monthly educations and member support resources | Issued monthly for members who have email address on file with UHC |

**The below Communication Campaigns will be targeted to applicable MA members.**

|  |  |  |
| --- | --- | --- |
| **Campaign** | **Objective** | **Timing** |
| 2021 Q1 Health Planner | Encourage members to take an active role in their health care, improve gap closure, Annual Wellness Visit (AWV) and HouseCalls completions and promote Behavioral Health. | Early March |
| 2021 STARS Renew Rewards Welcome Back Email | Encourage members to complete eligible health care activities. Encourage members to complete their annual wellness visit and introduce the new reloadable card experience for 2021 | Mid-January |
| 2021 STARS Diabetes Support Program (DSP) Materials   a. Outbound Call b. Welcome Letter | Provide education and support for members with diabetes. Encourage gap closure by offering to schedule appointments as needed and/or diabetic resources. | 2021 calls and welcome letter mailings begin mid-January once gap data is received. |
| 2021 STARS Controlling Blood Pressure – Hypertension Support Program (HSP) Materials   a. Outbound Call b. Welcome Letter c. Trying To Reach You (TTRY) Letter | Encourage eligible members with hypertension or high blood pressure to engage with our Hypertension Support Program. when appropriate. | Ongoing beginning in January for calls and the Welcome Letter. TTRY letter will mail monthly beginning in April. |
| 2021 STARS Breast Cancer Screening (BCS) Materials   a. Outbound IVR Call b. Non-Adherent Mailing | Remind female members of the importance of regular mammograms/breast cancer screenings and encourage preventive care, close gaps.  Outbound IVR Call will inform members of the importance of scheduling and completing their mammograms, based on their completion history. • Members eligible for the BCS gap for the 1st time since joining the plan • Tenured member who have previously completed a mammogram | Mid-February |
| 2021 STARS Osteoporosis Member Video | This educational member video is intended to help members understand what osteoporosis is, how screenings to detect it work as well as prevention messaging and tips. | February. |
| UPDATED 2021 Forward Together Mailing   a. Self-Mailer b. Magnet | Provide members with access to care information and offer care coordination resources. | Late January |

**EXPRESS SCRIPTS – BASIC FORMULARY UPDATE –** Program Manager said ESI announced an update to the Basic Formulary Guide (utilized by the Fund) which will take effect on January 1, 2021. The below list of products will move from *preferred* to *non-preferred status*. ESI will send communications to impacted members that include therapeutic equivalences. Members are encouraged to discuss the alternatives with their physician.

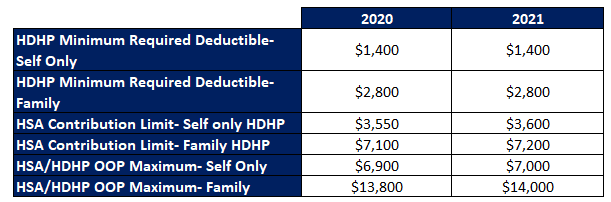
|  |  |
| --- | --- |
| **Basic Formulary preferred-to-nonpreferred changes, effective January 1, 2021** | |
| **Drug Name** | **Clinical Classification** |
| ALREX | Ophthalmic – Allergy |
| AVASTIN | Oncology |
| BEPREVE | Ophthalmic – Allergy |
| CARAC | Skin Conditions/Oncology |
| COSENTYX | Inflammatory Conditions |
| CRINONE | Fertility |
| EPIDUO FORTE | Acne |
| FIASP | Diabetes/Insulin |
| FIRST-LANSOPRAZOLE | Acid Reducer/GI |
| FIRST-MOUTHWASH | Oral Pain |
| FIRST-OMEPRAZOLE | Acid Reducer/GI |
| FLUTICASONE-SALMETEROL | Asthma/COPD |
| HERCEPTIN | Oncology |
| HIZENTRA VIALS | Immune Deficiency |
| ILEVRO | Ophthalmic – Allergy |
| NEXIUM 2.5 MG, 5MG PACKETS | Acid Reducer/GI |
| NOVOLIN, RELION NOVOLIN | Diabetes/Insulin |
| NOVOLOG | Diabetes/Insulin |
| NUCYNTA | Pain |
| NUCYNTA ER | Pain |
| OGIVRI | Oncology |
| ORACEA | Acne |
| PRALUENT | Cholesterol |
| PRIVIGEN | Immune Deficiency |
| PROAIR HFA | Asthma/COPD |
| PROAIR RESPICLICK | Asthma/COPD |
| PROLENSA | Ophthalmic - Pain |
| PYLERA | Acid Reducer/GI |
| QBREXZA | Excessive Sweating |
| Ranitidine syrup | Acid Reducer/GI |
| RITUXAN, RITUZAN HYCELA | Immune Deficiency |
| TRUXIMA | Oncology |
| UTIBRON NEOHALER | Asthma/COPD |

**LEGISLATIVE UPDATES**

**COVID-19 VACCINE COVERAGE**

Program Manager said there have been a lot of questions regarding the Covid Vaccine and how the coverage works. He said the federal government is covering the cost of the medication and supplying to everyone and the administration will be covered under the plan. He said as the administrator is in network it will be covered 100%. He said a memo was distributed yesterday which outlined who is currently eligible for the first round of vaccines.

**UPDATED INDEXED DOLLAR LIMITS –** Program Manager said the Internal Revenue Service (IRS) recently announced the below 2021 limits regarding High Deductible Health Plans (HDHP) and Health Savings Accounts (HSA).



**COVID-19 FSA RELIEF**

The recently passed COVID-19 relief bill permits employers to allow members with Flexible Spending Accounts (FSAs) to roll over unused funds.

Key provisions of the new ruling include:

* option to amend cafeteria plans and FSAs to allow employees to:
  + carryover unused amounts from plan year ending in 2020 to the 2021 plan year
  + carryover unused amounts from plan year ending in 2021 to the 2022 plan year
  + provide a 12-month grace period at the end of the 2020 and/or 2021 plan years
* option to amend FSAs allowing employees to make prospective election changes for plan years ending in 2021 (with no change in status)
* allowing employees who cease participation in an FSA during calendar years 2020 or 2021 to receive post-termination reimbursements from unused benefits through the end of the plan year when participation ceases (including grace period if applicable)

**ADMINISTRATIVE AUTHORIZATIONS**

There are no authorizations to report at this time.

**TREASURER –** Fund treasurer said the December bills list is included in the Agenda, and the January bills list was distributed separately.

**SCIC DECEMBER 2020 - CONFIRMATION OF PAYMENT**

|  |  |
| --- | --- |
| **FY2018** | **$75,000** |
| **Total** | **$75,000** |

**SSRHIF DECEMBER 2020 – CONFIRMATION OF PAYMENT**

|  |  |
| --- | --- |
| **FY2020** | **$685,742.66** |
| **Total** | **$685,742.66** |

**SSRHIF JANUARY 2021 – RESOLUTION 10-21**

|  |  |
| --- | --- |
| **FY2020** | **$2,918.35** |
| **FY2021** | **$314,451.27** |
| **Total** | **$317,369.62** |

**SSRHIF JANUARY 2021 – SUPPLEMENTAL BILLS LIST**

|  |  |
| --- | --- |
| **FY2020** | **$10.90** |
| **FY2021** | **$351,861.81** |
| **Total** | **$351,872.71** |

**MOTION TO APPROVE RESOLUTION 10-21 APPROVING THE DECEMBER 2020 AND JANUARY 2021 BILLS LIST AND TREASURERS REPORT:**

MOVED: Commissioner Soriano

SECOND: Commissioner Auger

VOTE: All in Favor

**ATTORNEY –** Fund Attorney said there are currently no open litigation matters.

**Integrity Health** – Mr. Forrester said in regards to the overall utilization report, the November numbers are strong and he expects that to continue for December. He said considering other entities has seen a drop from 95% in person to 5% in person utilization, the PHC numbers are very strong. He said they have been asked by the County administrator to be part of the counties effort in enhancing testing opportunities. He said they want to make sure members who come to the health center can get tested whether they are symptomatic or not. He said the McKesson machines arrived in December and allow for a 30 minute turnaround. He also introduced Allison Deblois who is their new Director of Health Plan Development.

**Aetna** – Mr. Silverstein reviewed the claims for October and November 2020. He said there were 6 high claimants over $50,000 for October and 1 for November. He reviewed the dashboard and noted that the financial accuracy metric is below target and they have taking the necessary steps to correct this. He also reviewed the weekly covid reporting.

**EXPRESS SCRIPTS –** Mr. Rostkowski said the January to November trend is about 11%. He said we do continue to see the vaccine roll out with the goal of vaccinating 4.7 million in the first six months.

**OLD BUSINESS -** None

**NEW BUSINESS –** None

**PUBLIC COMMENT –** None

**MOTION TO ADJOURN:**

MOVED: Commissioner Auger

SECOND: Commissioner Soriano

VOTE: Unanimous

**MEETING ADJOURNED:**

**NEXT MEETING: February 9, 2021**

Minutes prepared by:

Karen Kamprath, Assisting Secretary