

**Benefits Focus Group Minutes
(6-13-13)**

Note: BFG members who attended are listed; non-members may attend but are not always listed.

<u>Regular Members</u>	<u>Alternate Members</u>	<u>Staff Advisors</u>	<u>Recorder</u>
Al Woodle		Stacie Mason	PJ Hahn
Janice Cox		April Bryan	
John Glanden			
Bill Culver			
Susan Blake			
Dolly Gamble			
Peggy Sawyer			
Kathy King			
Stacey Monroe			
Susan Martin			
Ed Whitehead			
			Members and Advisors Present = 13

Call to Order – Chairperson

Al Woodle called the meeting to order at 1:00 pm, Thursday, June 13, 2013.

Approval of Minutes from 4/11/13

Al Woodle called for and received approval of the minutes from the previous meeting on 4/11/13.

Monthly Costs Update – Stacie Mason

- Eight months into the budget thru May.
 - Group Medical and Dental for Active Employees:
 - Preliminary investment earnings are down 52% from same time last year. All numbers are not in yet per Finance.
 - Active claims and judgments running even with last year at \$2.8 million with 56% for the year expended of the \$5 million budget.
 - Fund balance is \$3.5 million.
 - OPEB Trust Fund for Retirees:
 - Investments are down compared to last year.
 - Retiree claims same as last year at \$3.9 million with 71% for the year expended of the \$5.6 million budget.
 - Fund balance is \$30 million.
- Ed Whitehead expressed concern of why our investment returns are low when the market indicators are doing well. Stacie Mason will gather additional information on the funds.

RFP Process Review – Gehring Group

- Anna Maria Studley distributed 2013-2014 Schedule of Renewals for Medical, Reinsurance and Dental and is attached to these minutes.
 - The Request For Proposal is designed to be as close to our current plan.
 - On-site representative, wellness initiatives and online enrollment are included in the RFP.
 - Committee members to review the proposals are: Al Woodle, Stacie Mason, April Bryan, David Flatt and Teresa Witkowski.
 - The Proposal finalists' presentations can be attended by anyone. Only committee members may ask questions.
 - Several questions were asked about the process.
 - Can the RFP be available for review by the Benefits Focus Group before it is released for bid?
 - Can the group view the proposals from the public before selection?
 - Anna Maria stated that the issue with anesthetists not being in the provider networks is an industry problem. She stated the Gehring Group can include in the RFP how they will handle this concern.

2013 Wellness Calendar – April Bryan

- May calendar:
 - Four nutrition classes were offered. Attendees received a Stop & Go Fast Food Nutrition Guide booklet. Attendance was poor.
 - The healthy back session was good.
 - Nannette Santiago won the \$550 bicycle certificate from Ryder Bikes.
- June calendar:
 - A cooking demonstration led by Chef Blake will show how to create low fat, healthy options on June 21st from 12-1 at the police department community room. Samples of the menu will be given to the attendees.

Other Business

- The subject of Group meeting on Thursdays was addressed and agreed to remain on that day.
- Stacie Mason received CIGNA CY2012 annual review of our medical data depicting it was a really good year. This report does not take into account the health center expenses. It is available in Human Resources to anyone interested in reviewing the summary.
 - April Bryan gave a summary of the report to the Group and is attached to these minutes.
- Group discussed ways to encourage more usage of the health center. Possibly by awarding one buy-down in medical plan for going to the health center. The HRA completed thru the health center already gives this buy-down and we cannot legally know who goes to the health center.
- Stacie stated that our 2014 medical budget will be presented in July to the Commission. Last year's figures were utilized to determine this budget.

Adjournment and Next Meeting

Al Woodle adjourned the meeting at 2:00 p.m. The next BFG meeting is scheduled for August 15, 2013, although we may meet sooner if necessary.

March 26, 2013

City of Sarasota 2013 – 2014 Schedule of Renewals

<u>Insurance Coverage</u>	<u>Renewal Date</u>	<u>Current Carrier</u>
Medical	January 1, 2014	Cigna
Reinsurance	January 1, 2014	Cigna
Dental	January 1, 2014	Cigna

<u>Proposed Schedule of Activities</u>	
<u>Date</u>	<u>Action</u>
March 11, 2013	Initial Meeting with City
May 24, 2013	Draft RFP to City for Review
May 29, 2013	Final review of RFP by City before release by City Purchasing
June 13, 2013	Benefit Focus Group – Claim Review and RFP review ^{PROCESS}
June 24, 2013	RFP released by City Purchasing
July 25, 2013	Responses received by City Purchasing
July 26 – August 8, 2013	RFP responses reviewed by Gehring Group /RFP Committee staff
August 9, 2013	RFP Committee Meeting review (with Gehring)
August 12 - 14, 2013	Finalist Presentations/Finalist Selection
August 15, 2013	Benefit Focus Group – Informed of selection, discuss design
August 16 - 23, 2013	Negotiations with carrier(s)
August 25 – 30, 2013	Final approval of plan changes for Commission review
September 16, 2013	Commission Meeting to Approve Recommendations
October 16 – November 8, 2013	Open Enrollment Meetings
January 1, 2014	Plan Effective Date

Dates outlines herein are subject to change based on the goals of the client and insurance carrier cooperation.