

Oklahoma Higher Education Employees Interlocal Group
a/k/a OKHEEI Group

Minutes of Special Meeting to be held at
Redlands Community College
1300 S Country Club Rd, Room AS-120
El Reno, OK 73036

Thursday, March 14, 2019
10:45am

Video Zoom Site:

<https://redlandsccl.zoom.us/j/877728363>

Northern Oklahoma College

Vineyard Library, Room 106F
1220 E Grand Ave

Tonkawa, OK 74653

Attendee: Designee: Shannon Cranford

1. Announcement of Filing Meeting Notice and Posting of the Agenda in Accordance with the Oklahoma Open Meeting Act.

a. Call meeting to order

Chair Dennis Westman called the meeting to order at 10:47 a.m.

b. Attendance

The following Trustees of the OKHEEI Board of Trustees were present:

Jessica Kilby, East Central University
Dennis Westman, Murray State College
Christy Landsaw, Northeastern State University
Designee Shannon Cranford, Northern Oklahoma College
David Pecha, Northwestern Oklahoma State University
Jena Marr, Redlands Community College
Krista Norton, Rose State College
Designee Debra Lyon, Regional University System Administrative Office
Tony Crouch, Seminole State College
Dennis Westman, Southeastern Oklahoma State University
Brenda Burgess, Southwestern Oklahoma State University

The following Trustees were absent:

Melissa Maples, Western Oklahoma State College

The following guests were present:

Dawn Kindred Mabery, Northeastern State University
Ty Anderson, East Central University

Kim Andrade, Redlands Community College
Kym Morella, BCBS
David Maschino, NFP

c. Approval of minutes of 2.21.19 Special Meeting

Correct agenda item 1.c to reflect “statute” as well as clarify period dates referred to in agenda item 3. Debra Lyon (RUSO) made a motion to approve the minutes of the February 21, 2019 Special Board Meeting as corrected, seconded by Christy Landsaw (NSU).

Voting for the motion:

Jessica Kilby, East Central University
Dennis Westman, Murray State College
Christy Landsaw, Northeastern State University
Designee Shannon Cranford, Northern Oklahoma College
David Pecha, Northwestern Oklahoma State University
Jena Marr, Redlands Community College
Krista Norton, Rose State College
Designee Debra Lyon, Regional University System Administrative Office
Tony Crouch, Seminole State College
Dennis Westman, Southeastern Oklahoma State University
Brenda Burgess, Southwestern Oklahoma State University

Voting against the motion: None

Abstaining: None

2. Discussion and possible action regarding 2018 and 2019 benefit years claim and coverage analysis.

A full medical and pharmacy claim review presentation with BCBS was scheduled for April 4, 2019.

The April board meeting was moved to April 11th to accommodate HLC conference attendees.

The Board discussed Plan E enrollment and the plan will not allow plan changes outside of the standard qualified life event parameters for Plan E enrollees who expected the individual deductible to apply rather than the family deductible.

3. Discussion and possible action regarding current contribution strategy and 790 account funding.

Brenda Burgess (SWOSU) presented the Board with a reconciliation of member 790 accounts and recommended an evaluation of the current approach to The Zero Card funding strategy. Brenda reported that cash balances currently are acceptable but are not at the level of recommended reserves when considering The Zero Card expenses. Several ideas were discussed regarding achieving the three to four month reserve recommendation including an increase in premiums or a per member per month fee assessment for The Zero Card. Crystal Chavez will calculate 2018 administration fees associated with The Zero Card and the further discussion will occur at the April or May board meeting.

Kym Morella (BCBS) discussed several options offered by BCBS for the plan to consider with regard to member engagement and cost management such as a zero co pay for generic prescriptions, Benefit Advisor function within BCBS as well as Member Rewards.

4. Review and possible action regarding 2018 audit proposal recommendations

a. Fiscal Year 2018 Audit

Dennis Westman (MSC, SEOSU) presented to the Board responses to the RFP for fiscal year 2018 audit services. Respondents included multi-year proposals. Jessica Kilby (ECU) made the motion to accept the proposal from Hinkle & Company on a one-year basis with the option to extend up to five years. The motion was seconded by Brenda Burgess (SWOSU).

Voting for the motion:

Jessica Kilby, East Central University
Dennis Westman, Murray State College
Christy Landsaw, Northeastern State University
Designee Shannon Cranford, Northern Oklahoma College
David Pecha, Northwestern Oklahoma State University
Krista Norton, Rose State College
Designee Debra Lyon, Regional University System Administrative Office
Tony Crouch, Seminole State College
Dennis Westman, Southeastern Oklahoma State University
Brenda Burgess, Southwestern Oklahoma State University

Voting against the motion:

Jena Marr, Redlands Community College

Abstaining: None

b. Fiscal Year 2018 Actuarial Opinion

Jessica Kilby (ECU) made a motion to engage Nyhart to perform actuarial services for fiscal year 2018 for up to \$7,000. The motion was seconded by Debra Lyon (RUSO).

Voting for the motion:

Jessica Kilby, East Central University
Dennis Westman, Murray State College
Christy Landsaw, Northeastern State University
Designee Shannon Cranford, Northern Oklahoma College
David Pecha, Northwestern Oklahoma State University
Jena Marr, Redlands Community College
Krista Norton, Rose State College
Designee Debra Lyon, Regional University System Administrative Office
Tony Crouch, Seminole State College
Dennis Westman, Southeastern Oklahoma State University

Brenda Burgess, Southwestern Oklahoma State University

Voting against the motion: None

Abstaining: None

5. Discussion and possible action regarding House Bill 2632 and Senate Bill 0841

After speaking with Emily Crouch with the Oklahoma State Chamber of Commerce, Crystal Chavez presented to the board a recap of the current House and Senate Bills. The Board discussed participation in the letter writing campaign organized by the State Chamber of Commerce. It was discussed that the decision to participate should be made by each institution rather than by the OKHEEI Board.

6. Discussion and possible action regarding appointment of subcommittee for policy development

Chair Dennis Westman (MSC, SEOSU) authorized the creation of a policy development subcommittee and requested volunteers to serve as committee members. Krista Norton, Kym Morella and Christy Landsaw volunteered for subcommittee membership. Membership will include the OKHEEI Benefit Coordinator as well as the OKHEEI Board Chair. The purpose of this subcommittee will be to develop policies and processes to be presented to the Board for discussion, evaluation, input or adoption.

7. Discussion and possible action regarding open enrollment dates for 2020 benefit year

The Board requested that NFP and or BCBS explore the option of changing the plan year to coincide with the fiscal year in order to simplify the budgeting process. NFP and BCBS agreed to present a review of rates and plan year change ramifications at the April 11th, 2019 board meeting.

8. Discussion and possible approval of trip for Crystal Chavez to annual SHRM conference in Las Vegas, NV June 23-26, 2019

Debra Lyon (RUSO) moved to approve 2019 SHRM Conference attendance for Crystal Chavez at an estimated expense of \$2700. The motion was seconded by Jessica Kilby (ECU).

Voting for the motion:

Jessica Kilby, East Central University
Dennis Westman, Murray State College
Christy Landsaw, Northeastern State University
Designee Shannon Cranford, Northern Oklahoma College
David Pecha, Northwestern Oklahoma State University
Jena Marr, Redlands Community College
Krista Norton, Rose State College
Designee Debra Lyon, Regional University System Administrative Office
Tony Crouch, Seminole State College
Dennis Westman, Southeastern Oklahoma State University
Brenda Burgess, Southwestern Oklahoma State University

Voting against the motion: None

Abstaining: None

9. Chair's Report

Chair Dennis Westman (MSC, SEOSU) announced his resignation as Vice President for Finance & Administration of Murray State College as of July 1, 2019. He will continue in his current role of Vice President for Business Affairs for Southeastern Oklahoma State University.

10. OKHEEI Board Member's Comments and Announcements

NFP will prepare for the April 11, 2019 meeting a recommendation regarding scope and cost for third party claims audit engagement.

11. Adjournment

Jessica Kilby (ECU) made a motion to adjourn. Debra Lyon (RUSO) seconded the motion.

Voting for the motion:

Jessica Kilby, East Central University
Dennis Westman, Murray State College
Christy Landsaw, Northeastern State University
Designee Shannon Cranford, Northern Oklahoma College
David Pecha, Northwestern Oklahoma State University
Jena Marr, Redlands Community College
Krista Norton, Rose State College
Designee Debra Lyon, Regional University System Administrative Office
Tony Crouch, Seminole State College
Dennis Westman, Southeastern Oklahoma State University
Brenda Burgess, Southwestern Oklahoma State University

Voting against the motion: None

Abstaining: None

Chair Dennis Westman (MSC, SEOSU) adjourned the meeting at 12:47 p.m.