

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

Minutes of Regular Meeting

Oklahoma State Regent for Higher Education
655 Research Parkway
Oklahoma City, OK

Video Conferencing (Skype) Sites:

Thursday, March 1, 2018
10:30 a.m.

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

The OKEEHI Group Board of Trustees met in regular session at 10:30 a.m., March 1, 2018, at Oklahoma State Regents for Higher Education office, 655 Research Parkway, Oklahoma City, Oklahoma. Notice of the meeting had been properly filed with the Secretary of State by December 4, 2017 and a copy of the Agenda posted by 10:30 a.m., February 28, 2018, in compliance with the Open Meetings Act.

a. Call meeting to order

Chair Brenda Burgess (SWOSU) called the meeting to order at 10:42 a.m.

b. Attendance

The Following OKHEEI Board of Trustees were present:

Designee, Ty Anderson, East Central University
Dennis Westman, Murray State College
Christy Landsaw, Northeastern State University
Anita Simpson, Northern Oklahoma College
Dr. David Pecha, Northwestern Oklahoma State University
Jena Marr, Redlands Community College
Sheridan McCaffree, Regional University System Administrative Office
Designee Krista Norton, Rose State College
Tony Crouch, Seminole State College
Dennis Westman, Southeastern Oklahoma State University
Brenda Burgess, Southwestern Oklahoma State University
Patti Neuhold, University of Central Oklahoma
Tricia Latham, Western Oklahoma State College

The following Trustees were absent:

Jessica Kilby, East Central University
Dr. Kent Lashley, Rose State College

The following guests were present:

Shannon Crawford, Northern Oklahoma College
Diane Feinberg, University of Central Oklahoma
Justine, Mankin, University of Central Oklahoma
David Herd, University of Central Oklahoma
Courtney Jones, Seminole State College
Kim Andrade, Redlands Community College
Debra L. Lyon, Regional University System Administrative Office
Whitney Popchoke, OKHEEI
David Maschino, NFP
David Spence, NFP
Carrie Cox, NFP
Rachel Kanady, NFP

- c. **Approval of minutes of 12.08.17 OKHEEI Board Meeting:**
Patti Neuhold (UCO) made the motion, seconded by Dennis Westman (SE), to approve the minutes of the December 8, 2017, meeting.

Voting for the motion:

Designee, Ty Anderson, East Central University
Dennis Westman, Murray State College
Christy Landsaw, Northeastern State University
Anita Simpson, Northern Oklahoma College
Dr. David Pecha, Northwestern Oklahoma State University
Jena Marr, Redlands Community College
Sheridan McCaffree, Regional University System Administrative Office
Designee Krista Norton, Rose State College
Tony Crouch, Seminole State College
Dennis Westman, Southeastern Oklahoma State University
Brenda Burgess, Southwestern Oklahoma State University
Patti Neuhold, University of Central Oklahoma
Tricia Latham, Western Oklahoma State College

Voting against the motion: None

Abstaining: None

2. **2017 Self-Funded Medical Plan Overview.** David Spence (NFP) presented a review of the 2017 Plan Year. It appears estimated funding is about \$2.5 million more than expenditures representing a 5% reserve. The plan is not mature due to very little claims expenditures in January and February, 2017. There was about \$225,000 in stop loss payments received in January, 2018, for the 2017 plan year. OKHEEI had estimated there would be about a 7% reserve; excess reserves can be used for premium credit but NFP does not recommend this

unless the reserve is in excess of 10%. The group would like to know the ZeroCard average cost per actual user. Target for Aggregate stop loss is 75%, OKHEEI's was 77.6%.

3. **RFP Update.** Carrie Cox (NFP) and David Maschino, (NFP) presented an update on the status of the RFP for 2019. David suggested calling a special meeting of the board the week of March 15, 2018, to review additional information not presented today. (This will be a Special Meeting to be held on March 13, 2018, at 10:30am.)

NFP discussed that most vendors prefer a central bill (technology could handle this) and the vendors understand that payments would come from 13 sources. Regarding medical coverage, UMR – United Health has a self-funded line and negotiates networks as they come up, so network is not an issue. They would work before plan year was effective to get rural locations on board so disruptions are at a minimum. If we move from BC we may be able to get ZeroCard included. Discussed HSA options but we can't use ZeroCard with HSA. There is a heavy administrative fee to have a network where employee can choose from many plans. How many plans are ideal? Maybe five.

David warned the HSA plan employee needs to know it is their responsibility to track and ensure the plan is used appropriately. A money market manager can assist with management of the fund. A lot of HSA plans have employer contributions or matching contributions; can set up deductions per pay period or all up front.

Carrie Cox (NFP) discussed that it is very difficult to get a quote for services when life and dependent life plans are reported by options instead of dollar amounts. The problem is it is impossible to mirror current plans when they are reported by options. Grandfathering in an amount will work; OKHEEI needs to streamline the reporting of current plans.

Patti Neuhold asked if VSP can give us a quote on both glasses and contacts; right now they only cover one or the other, not both.

The Board took a five minute break at 12:40 and reconvened at 12:45.

4. **Discussion of standalone rates for COBRA and Retirees.** Justine Mankin (UCO) discussed post 65 dependents currently pay rate of child only without employee. Coordinator will research options for those that want to find other plans. Patti Neuhold (UCO) made a motion to table this for further research; Anita Simpson (NOC) seconded the motion.

Voting for the motion:

Designee, Ty Anderson, East Central University
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Dennis Westman, Southeastern Oklahoma State University

Brenda Burgess, Southwestern Oklahoma State University
Patti Neuhold, University of Central Oklahoma
Tricia Latham, Western Oklahoma State College

Voting against the motion: None

Abstaining: None

5. **Discussion of 2017 Amended Wrap Plan Document.** Whitney Popchoke explained the document was amended to correct ECU's federal identification number. A motion was made by Dennis Westman (SE) to approve the amended document; and seconded by Patti Neuhold (UCO).

Voting for the motion:

Designee, Ty Anderson, East Central University
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Patti Neuhold, University of Central Oklahoma
Tricia Latham, Western Oklahoma State College

Voting against the motion: None

Abstaining: None

6. **Discussion of 2018 Amended Wrap Plan Document.** Whitney Popchoke discussed questions regarding allowing dependents and spouses of deceased retirees to stay on the plan rather than move to COBRA like dependents and spouses of deceased active employees. The group was generally not in favor of this. Discussion regarding enrollment of newborn children, the wording is based on BCBS's verbiage, do we want to make the coverage date for the newborn the same, regardless of the plan the mother is enrolled in; the group was generally in favor of this. Discussed the enrollment for adopted children and not covering the medical costs associated with the birth of an adopted child. After much discussion it was decided this should be reworded with NFP's help and the amended version would be emailed to the group. Jena Marr (Redlands) made a motion to table, David Pecha, (NWOSU) seconded.

7.

Voting for the motion:

Designee, Ty Anderson, East Central University
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Anita Simpson, Northern Oklahoma College

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Patti Neuhold, University of Central Oklahoma
Tricia Latham, Western Oklahoma State College

Voting against the motion: None

Abstaining: None

- 8. Discussion of delegation of authority.** Brenda Burgess (SWOSU) discussed the possibility of delegating to the Chair of OKHEEI the authority to make operational and day-to-day decisions on behalf of the OKHEEI Board subject to ratification by the Board at the next meeting. Debra Lyon said we cannot delegate this authority to two people; for example, the Chair and the Vice-Chair. Dennis Westman (SE) made a motion to approve the delegation of authority to make decisions on behalf of the OKHEEI Board to the OKHEEI Chair to be ratified at the next meeting; Patti Neuhold (UCO) seconded the motion.

Voting for the motion:

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Tricia Latham, Western Oklahoma State College

Voting against the motion: None

Abstaining: None

- 9. Benefit Coordinator's report.** None.

10. Chair's Report

Brenda Burgess (SWOSU) reported that the workpapers for the audit of the OKHEEI account are being prepared by Crawford and Associates and the detail worksheets have been received by all but one institution in the group.

11. OKHEEI Board Member's Comments and Announcements. None.

12. New Business

a. None

13. Executive Session. The motion was made for the Board to go into executive session by Patti Neuhold (UCO) and seconded by Dennis Westman (SE). The Board adjourned at 1:20pm.

Voting for the motion:

Designee, Ty Anderson, East Central University
Dennis Westman, Murray State College
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Tricia Latham, Western Oklahoma State College

Voting against the motion: None

Abstaining: None

14. Reconvene in Public Session. The Board reconvened in public session at 1:43pm. Ty Anderson (ECU) made a motion to empower the OKHEEI Chair to act on behalf of the Board with respect to making employment decisions regarding the Benefits Coordinator. The motion was seconded by Patti Neuhold (UCO).

Voting for the motion:

Designee, Ty Anderson, East Central University
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Tricia Latham, Western Oklahoma State College

Voting against the motion: None

Abstaining: None

15. Adjournment

Dennis Westman (SE) made a motion to adjourn, seconded by Anita Simpson (NOC). The board adjourned at 1:46pm.

Voting for the motion:

Designee, Ty Anderson, East Central University
Dennis Westman, Murray State College
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Anita Simpson, Northern Oklahoma College
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Patti Neuhold, University of Central Oklahoma
Tricia Latham, Western Oklahoma State College

Voting against the motion: None

Abstaining: None