

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

**Minutes of Special Meeting held via Zoom**

**Thursday, February 18<sup>th</sup>, 2021**  
**9:00 am**

**Video Zoom Site:**

<https://zoom.us/j/5264974351>

Phone # - 1 669 900 6833

Meeting ID: 526 497 4351

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

The OKHEEI Group Board of Trustees met in special session at 9:00 a.m., February 18<sup>th</sup>, 2021, via Zoom teleconference. Notice of the meeting had been properly filed with the Secretary of State on February 12<sup>th</sup>, 2021, and a copy of the Agenda posted by 9:00 a.m. on February 17<sup>th</sup>, 2021 in compliance with the Oklahoma Open Meeting Act.

**A. Call Meeting to Order**

Vice Chair Jessica Kilby (ECU) called the meeting to order at 9:06 a.m.

**B. Attendance**

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

Jessica Kilby, East Central University  
Justin Cellum, Murray State College  
Anita Simpson, Northern Oklahoma College  
David Pecha, Northwestern State University  
Jena Marr, Redlands Community College  
Sheridan McCaffree, RUSO Administrative Office  
Courtney Jones, Seminole State College  
Dennis Westman, Southeastern Oklahoma State University  
Brenda Burgess, Southwestern Oklahoma State University  
Melissa McMahan, Western Oklahoma State College  
Christy Landsaw, Northeastern Oklahoma State University

**The following Trustees of the OKHEEI Board of Trustees were absent:**

Krista M. Norton, Rose State College

**The following guests were present:**

Jean Logue, Northeastern Oklahoma State University  
Marjorie Robertson, Southeastern Oklahoma State University  
Kim Andrade, Redlands Community College  
Kym Morella, BCBS  
Carrie Cox, NFP  
Shannon Cranford, Northern Oklahoma College  
Kelley Larkin, Northern Oklahoma College  
Cheryl Ellis, Northwestern Oklahoma State University  
Debbie Maness, Southeastern Oklahoma State University

Phyllis Chappelle, Northeastern Oklahoma State University  
Jamie Collins, Southwestern Oklahoma State University  
Holly Wilson-Byrd – Seminole State College  
April Nelson – Western Oklahoma State College  
Ladonna Lucas – Southwestern Oklahoma State University  
Misty Treas – Murray State College  
Ty Anderson – East Central University  
David Spence – NFP  
Debra Lyon – RUSO  
Khris Beckwith – BCBS

### **C. Approval of minutes of 10.01.2020 Special Meeting**

Anita Simpson (NOC) made a motion to approve the minutes of the Special Meeting held October 1<sup>st</sup>, 2020 as presented. The motion was seconded by Jena Marr (RCC).

#### **Voting for Motion:**

Jessica Kilby, East Central University  
Justin Cillum, Murray State College  
Anita Simpson, Northern Oklahoma College  
David Pecha, Northwestern State University  
Jena Marr, Redlands Community College  
Sheridan McCaffree, RUSO Administrative Office  
Courtney Jones, Seminole State College  
Dennis Westman, Southeastern Oklahoma State University  
Brenda Burgess, Southwestern Oklahoma State University  
Melissa McMahan, Western Oklahoma State College  
Christy Landsaw, Northeastern Oklahoma State University

### **2. OKHEEI Board Member's Comments and Announcements**

Melissa McMahan (WOSC) notified the OKHEEI Board that the Board of Regents of Western Oklahoma State College approved the withdrawal of WOSC from OKHEEI effective for the 2022 plan year.

### **3. Discussion and Possible Action Regarding 2020 Plan Year Review and 2021 Planning and RFP Authorization – Carrie Cox, NFP; David Spence NFP**

David Spence presented a 2020 plan year review of the medical and pharmacy plan offering, including stoploss and Zero Card performance, as compared to both 2019 and market trends. Overall, trends held steady which is expected to translate to a minimal effect on rates for the 2022 plan year.

Carrie Cox presented an overview of the Delta Dental plan offering for the 2020 plan year including enrollment statics, network utilization, network savings and HOW plan participation. OKHEEI members continue to demonstrate high participation within the dental plans offered.

Carrie also presented a 2020 plan year overview of OKHEEI's VSP vision offering. Network utilization continues to be very strong within the VSP network and targeted discounts offered totaled over \$170,000 in plan year 2020. VSP is currently under a rate guarantee until the end of the 2022 plan year.

Krista Norton (Rose State College) joined the meeting at 10:36 a.m.

An overview of the OKHEEI life and disability benefit was presented. This review detailed the performance of the voluntary short-term disability and additional life benefits which performed well enough to offset the loss ratio of the life benefits driven by retiree life claims.

Carrie presented several updates and objectives for OKHEEI to consider for the 2021 and 2022 plan years.

Justin Cellum (MSC) made a motion to authorize NFP to issue RFPs for OKHEEI's worksite, benefit administration, COBRA and HSA/FSA/DCA benefits and products. The motion was seconded by Krista Norton (RSC).

**Voting for Motion:**

Jessica Kilby, East Central University  
Justin Cellum, Murray State College  
Anita Simpson, Northern Oklahoma College  
David Pecha, Northwestern State University  
Jena Marr, Redlands Community College  
Krista Norton, Rose State College  
Sheridan McCaffree, RUSO Administrative Office  
Courtney Jones, Seminole State College  
Dennis Westman, Southeastern Oklahoma State University  
Brenda Burgess, Southwestern Oklahoma State University  
Melissa McMahan, Western Oklahoma State College  
Christy Landsaw, Northeastern Oklahoma State University

**Abstaining:**

Melissa McMahan, Western Oklahoma State College

**4. Discussion and Possible Action Regarding 2020 Clinical Plan Review – Kym Morella, BCBS of OK**

Kym Morella presented a 2020 plan year review of the condition management plans offered by BCBS, Livongo and Naturally Slim, as well as MD Live and a COVID-19 plan impact review.

Kym also reviewed the impact of prescription coupons on member deductibles and the availability of a specialty medication coupon maximizer from BCBS. A coupon maximizer plan will count only the actual costs paid by the member toward the member's annual deductible rather than receiving credit for the costs offset by the coupon. Kym will present additional information at the next OKHEEI Board Meeting as requested.

No action necessary.

**5. Discussion and Possible Action Regarding 2021 FSA Rollover Limit Change – Crystal Chavez, OKHEEI Coordinator; Carrie Cox, NFP**

Crystal Chavez (OKHEEI) reviewed the FSA and DCA plan change options available for the 2021 plan year as a result of IRS guideline changes and extensions due to COVID-19. Jena Marr (RCC) made a motion to not make any changes to the FSA and DCA plans at this time. Christy Landsaw (NSU) seconded the motion.

**Voting for Motion:**

Jessica Kilby, East Central University  
Justin Cellum, Murray State College  
Anita Simpson, Northern Oklahoma College  
David Pecha, Northwestern State University  
Jena Marr, Redlands Community College  
Krista Norton, Rose State College  
Sheridan McCaffree, RUSO Administrative Office  
Courtney Jones, Seminole State College  
Dennis Westman, Southeastern Oklahoma State University  
Brenda Burgess, Southwestern Oklahoma State University  
Melissa McMahan, Western Oklahoma State College  
Christy Landsaw, Northeastern Oklahoma State University

**Abstaining:**

Melissa McMahan, Western Oklahoma State College

**6. Discussion and Possible Action Regarding Delta Dental Pandemic Credit – Crystal Chavez, OKHEEI Coordinator**

Crystal Chavez reviewed the credit extended to the OKHEEI group by Delta Dental in December 2020. A discussion followed among the schools regarding how to handle the credit and the impact on school accounting practices.

No action necessary.

**7. Chair's Report – Krista Norton, OKHEEI Chair**

None Presented

**8. Coordinator's Report – Crystal Chavez, OKHEEI Coordinator**

Crystal Chavez presented a review of current trust balances and processes.

No action necessary.

**9. Adjournment**

David Pecha (NWOSU) made motion to adjourn the meeting at 12:22 p.m. The motion was seconded by Dennis Westman (SEOSU).

**Voting for Motion:**

Jessica Kilby, East Central University  
Justin Cellum, Murray State College  
Anita Simpson, Northern Oklahoma College  
David Pecha, Northwestern State University  
Jena Marr, Redlands Community College  
Krista Norton, Rose State College  
Sheridan McCaffree, RUSO Administrative Office  
Courtney Jones, Seminole State College  
Dennis Westman, Southeastern Oklahoma State University  
Brenda Burgess, Southwestern Oklahoma State University

Melissa McMahon, Western Oklahoma State College  
Christy Landsaw, Northeastern Oklahoma State University