

Everett School Employees Benefit Trust
April 19, 2010
Minutes

Attendance

Molly Ringo
Mike Gunn
David Jones
Susan Lindsey
Betsy Selders

Absent

John Morrill

Also Attending

Darla Van Duren
Randi Seaberg
Gail Buquicchio
Sean White
Jayson Davidson
Keene Satchwell
Jay Dyer

Recorder

Kellee Newcomb

1. Call to Order

The meeting was called to order by Molly Ringo at 4:00 p.m.

2. Adoption of Agenda

A motion was made by Betsy Selders and seconded by David Jones to approve the agenda as written. The motion passed unanimously.

3. Approval of Minutes

A motion was made by Mike Gunn to approve the minutes from the February 8, 2010 meeting as written. The motion passed unanimously.

4. Financial Report

Darla provided copies of the February 2010 financials (which were previously provided electronically) and reviewed them with the Trustees. She noted that on the balance sheet the fund balance had the wrong date which she has since corrected.

Copies of the March 2010 financials were also provided and reviewed by the group. The fund balance for the month increased by \$5,758 resulting in an overall increase for the fiscal year of \$119,525. Consultant fees still have a credit balance. Corporate obligations (CDs) redeemed \$95,000 and government obligations redeemed \$500,000. Overall assets for this fiscal year total \$14,556,987 compared to \$14,675,748 a year ago.

The Statement of Operations and Fund Balance indicate payments to Stoel Rives in the amount of \$6,427 for ongoing legal fees and \$4,455 was paid to the Wellness Program for monthly expenses. HMA claims were \$214,285 more this March compared to March 2009. Overall claims this year are \$469,334 more than in 2009. ESI claims were \$83,007 more this March compared to March 2009. Overall claims this year are \$316,077 more than in 2009. This comparison includes the rebate that was received from SunLife. Darla noted that investment fees were overpaid to Becker resulting in a credit of \$7,182 which will be taken before the end of the fiscal year. A rebate check was received from ESI in the amount of \$17,383.50 and multiple checks have been received from SunLife for a total amount of \$214,769.34.

5. First Quarter Investment Report—Becker Capital Management

Jayson Davidson of the Hyas Group introduced Becker Capital Management Portfolio Manager Keene Satchwell and Regional Marketing and Client Services Representative Jay Dyer. They thanked the Trustees for allowing them the opportunity to attend the meeting and to provide them with an investment update.

The group reviewed the account performance, fixed income portfolio, and historical yield curves. They discussed the average return in the bond market over the past 20 years and the fact that it is down. Keene stated he suspects the average return will be smaller. The group discussed the CDs which were defaulted on and how that would affect the Trust. Jayson has attempted to confirm that all of the Trust's CDs are FDIC insured. All but 6 CDs have been confirmed at this time. Darla has all of the confirmations of FDIC insurance on the CDs and will provide this information to Jayson.

Jayson talked with the Trustees about the current Trust investment policy and the need for some possible revisions. Jayson will provide proposed revisions to the Trustees for their review. Another issue to be addressed is the amount of cash being held for the Trust. Darla will talk with Jayson about this and report back to the Trustees.

6. Health Care Reform Update

Sean White provided a Paid Claims Experience Report for the Trustees review. The report provides information on self-insured medical claim activity (including prescriptions) for the first two months of the 2010 plan year.

Sean also provided a report with information on the Federal Health Care Reform legislation and how the changes will impact the Trust. The group reviewed the information and discussed next steps. Sean stated he is waiting for guidance from the regulators and will keep the trust informed of what is learned. Sean met with Randi and benefit staff last week to discuss how the changes will affect employees. Randi will provide information to staff on Friday regarding the changes so that they can make decisions. The group discussed the shift from employer-based coverage to public coverage.

7. HIPAA Training

Howard Bye of Stoel Rives attended the meeting to provide a training update on recent changes to the HIPAA law. Howard stated a requirement of the law is that every time a change is made, you must be retrained in the new portion.

8. Review Operational Manual

This item was postponed to the next meeting.

9. Quarterly EAP Report

Randi provided an update on Magellan. She stated they continue to be very beneficial to staff and now that the word has gotten out about their services, usage has increased. Last year twenty-three staff members used the telephonic services. So far this quarter, seventy-eight staff members have used the telephonic services. Twenty-seven individuals have explored counseling services and nine have gone forward to see a counselor. There have been a lot of online sessions with 324 new page views. Randi has received very positive feedback on this service.

The Free and Clear smoking cessation program has a total of nine people enrolled; seven are new enrollees. It is not a huge number but it is a positive increase.

10. Wellness

Earlier in the meeting Gail introduced Tim Woods who is interning with her from Western Washington University's Wellness Program. Tim is a graduate of Cascade High School and his mother is a teacher at Cascade High School.

Gail provided information on current Wellness activities. The Passport to Health Campaign concluded in March. There were 200 participants, close to 40 logged in in all three healthy behavior categories for the entire 6 weeks of the campaign. During the American Heart Month Campaign 280 people signed up to have their blood pressure checked during the month of February. Gail visited the maintenance department weekly during the month providing short presentations on how to lower blood pressure. She also checked the blood pressure of several employees. As a result, she has heard from several individuals who have made positive changes in their diets or checked in with their doctors to have medications altered, CPAP machines adjusted or to get a prescription to help manage elevated blood pressure.

Upcoming campaigns include Spring Training, Bike to Work, Spring Activity Challenge and Designing a Home Exercise Routine. Fitness classes continue with 21 classes weekly at 18 district locations with 210 participants. Outdoor Activity Classes in partnership with the Everett Parks Department have been successful. Other activities include Weight Watchers at Work meetings, healthy cooking/nutrition classes, and stress awareness classes. In March, Gail presented to the WSPA Conference in Olympia on "Creating a Culture of Wellness in Tough Economic Times." The Wellness Program logo has been completed and Gail has received excellent feedback from staff. She will be attending the National Wellness Institutes annual conference at the University of Wisconsin in July and will also be obtaining certification as a Certified Wellness Program Coordinator and Certified Wellness Program Manager while at the conference. Final revisions are being made to the rules for the Wellness Challenge beginning in January 2011.

Gail provided information on plans for the Flu Shot Campaign/Health Fair this year. She is hoping to continue on the positive wave from last year's campaign. Flu shots will be offered at Cascade, Everett, and Jackson High School, Eisenhower, North, and Gateway Middle School and possibly at Penny Creek and/or View Ridge Elementary, Longfellow and the Center. Gail would like to add a Health Fair to the Flu Shot clinic that might include information on open enrollment, and the Wellness Challenge. Other possible offerings might include blood pressure and cholesterol screenings. Gail asked the Trustees how many shots they would like to offer next year. The group asked Gail to bring a recommendation to the next meeting.

11. Annual Calendar Review

This item was postponed to the next meeting.

12. Other

Randi and Gail shared information about staff member Cheryl Plumb who ran in the Boston Marathon. She finished the race in 3 hours, 53 minutes and 55 seconds. Even with a significant leg injury she was able to average 8 miles per hour.

13. Adjournment

The meeting was adjourned at 6:07 p.m.

Sincerely,

A handwritten signature in blue ink that reads "Betsy Selders". The signature is written in a cursive style with a large, stylized "B" and "S".

Betsy Selders
Secretary

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