

Everett School Employee Benefit Trust

Minutes of
February 23, 2004 (3:30 p.m.)
Room C3

Attendance

Trustees

Jeff Riddle
Betsy Selders
John Morrill
Molly Ringo
Kay Nickel
Sue McCann

Also Attending

Dottie Cainion
Darla Van Duren

Guests

Jill Mehner

Recorder

Susan Sacha

I. Call to Order

Jeff called the meeting to order at 3:35 p.m.

II. Adoption of Agenda

The agenda was adopted as presented.

III. Adoption of Minutes

The minutes were adopted as presented.

IV. 19 & 23 Year Old Dependent Coverage

Sue distributed copies of an e-mail she'd received from the benefits department regarding non-student coverage. They had been informed by HMA that coverage would terminate on the date of birth rather than at the end of the birth month. This is a change in practice and could be problematic especially for payroll. It was agreed by the trustees that Jill would ask HMA to honor the past practice of terminating coverage at the end of the birth month rather than the actual birth date.

V. Financials

Darla reported that Payroll has been experiencing problems with HMA billings in terms of timelines. A conference call was held to set up some parameters. Representatives from HMA will be coming in to discuss this issue on February 27th and are willing to work with the district.

Darla reviewed the December and January financial reports with trustees. After discussion, it was decided that she would add two more columns to the report, one for the current month and one for year-to-date for the previous year. In addition she will provide a summary sheet of a two year comparison for revenue expenditures and fund balances.

VI. Other

Medical Cards

Betsy brought up a concern she had received regarding the use of social security numbers on HMA medical cards. Jill informed the group that HMA is working on a different unique identifier to replace social security numbers and expect to have it in place within the year.

Paid Claims Experience

Jill distributed copies of the paid claims experience report and reviewed it with trustees. She noted that the report was back to a twelve month rolling report format.

PCN Letter

Jill distributed copies of a letter from PCN regarding an error on their part resulting in an under-collection of co-payments from 225 Everett Public Schools members. PCN is prepared to reimburse the district but was requesting approval to transmit a letter to those members asking for voluntary repayment of the difference in the co-payment amounts. They also wanted the district to sign a letter indicating acceptance of their offer. After discussion a motion was made not to sign the cover letter and to strike the last sentence in the letter that would be sent to staff. Authorization would be given to them to seek reimbursement but it would be on their own without the sponsorship of the district. . The motion passed.

HSAs

Jill distributed some information regarding HSAs. She indicated that Mercer recommended looking at possibly adding HSAs for 2005. After discussion this item was tabled. Mercer will track who is utilizing the HSAs in other districts or companies.

Fiduciary Liability Renewal

At the previous meeting it was suggested that Darla see about extending the contract from 12 months to 24 months. She reported that 24 months was not acceptable to them.

VI. Next Meeting – March 15, 2004 (Conference Room C3)

VIII. Adjournment

The meeting was adjourned at 4:35 p.m.

Sincerely,

Kay Nickel
Secretary