

**Everett School Employees Benefit Trust**  
**December 7, 2009**  
**Minutes**

**Attendance**

Molly Ringo  
Mike Gunn  
Betsy Selders  
Susan Lindsey

**Absent**

John Morrill  
David Jones

**Also Attending**

Darla Van Duren  
Randi Seaberg  
Gail Buquicchio

**Recorder**

Kellee Newcomb

**1. Call to Order**

The meeting was called to order by Molly Ringo at 4:01 p.m.

**2. Adoption of Agenda**

A motion was made by Mike Gunn and seconded by Susan Lindsey to approve the agenda as written. The motion passed unanimously.

**3. Approval of Minutes**

A motion was made by Mike Gunn and seconded by Betsy Selders to approve the minutes from the November 16, 2009 meeting as written. The motion passed unanimously.

**4. Financial Report**

As this meeting was early in the month, no financial reports were available. Darla stated she would send them out electronically once available.

**5. Annual Report and Budget for the Office of Financial Management**

Darla provided copies of the annual report and draft budget for self-insured programs. She reviewed the documents with the group. She stated there are two changes to the budget. One is on the total revenue with a slight decrease in employee contributions which increased the program balance. The other change is a new report that the OFM would like submitted instead of the draft that Darla provided to the group. She explained the differences in the forms and stated the new form is due this month.

**6. Fiduciary Liability Insurance Renewal Discussion**

Darla stated she sent the renewal for the fiduciary liability insurance but recently found out that this office moved a year ago. They did not provide her with a new address or phone number, and therefore have not received the renewal report. The report listed who the trustees are, the numbers, and who the consultants are to see how much liability coverage will cost. There are no major changes since the last

renewal. The Trustees were reminded that authority had previously been given to Darla to renew the fiduciary liability insurance premium with a cap of no more than \$10,000 (Reference: ESEBT minutes 12/12/05). If the cost is higher, Darla will report back to the Trustees.

**7. Approval of 2009 Fiscal Budget**

It was determined at the November 16, 2009 meeting that the budget document presented by Sean White needed to be reviewed before being approved. Randi reported that she, Arlene Vollema-Rich and Rene Boswell reviewed the document. A few typos were found, which they have reported to Sean at Mercer, but overall the document is as the Trustees discussed. A motion was made by Mike Gunn and seconded by Betsy Selders to approve the budget for the 2010 plan year. The motion passed unanimously.

**8. Open Enrollment Update**

Randi stated she will have a complete report next month. As a snap shot, she stated this was a busy open enrollment which was a surprise based on no change in rates. She stated there were a lot of questions from staff regarding the use of Employee Online. This option was very positively received and well used. Randi provided preliminary numbers on staff changes in coverage. Molly asked what Arlene and Rene thought of the system. Randi said they thought it was very easy and appreciated being able to verify batches of changes from their desks. There were some issues to be worked out with the technology but all-in-all the system worked well.

Randi reported that some staff have complained about the PacifiCare website. Since it was bought out by United Health Care, some options have changed that make online access difficult for some information. For instance, the pharmacy formulary that used to be offered on the site is no longer available. Rene and Arlene spent considerable time assisting staff with questions. Via Sean White, they have provided feedback that this is not a helpful option for staff members.

Mike asked about the flexible spending accounts. Randi reported there was a good uptick in enrollment. Changes could be made online as well as on paper. Some staff reported difficulty with the online option and they are working with Gayla to rectify the glitches.

**9. Wellness**

Gail provided a wellness update report and reviewed the report with the group. She stated her goal for the next six months is to cultivate relationships with the wellness teams in schools. She is planning to meet with each team one-on-one at

their sites. She has been getting good feedback from staff about the Walktober campaign and will be launching Passport to Health the third week of January which will coincide with the Olympics. Some fitness classes have been added for next session. Other options offered include Weight Watchers at work and healthy cooking/nutrition classes, a webinar on keeping your immune system strong and the Eight Weeks to Wellness classes. Gail provided the group with four wellness logo options and asked for feedback. Gail will report back when the final logo is chosen. She reported that on November 19<sup>th</sup> – National Smoke-Out day – she held a presentation for food services, maintenance and custodial staff to promote the Free and Clear program.

A letter went out from Mercer regarding postponing the launch of the Wellness Challenge. There may be a charge from Wellsource for technology work that has been completed thus far.

Molly and Mike noted that it is very exciting to see this level of staff participation. Gail said she will also be asking the site wellness teams to encourage non-participating staff to take part in program offerings.

**10. Other**

Molly provided a news release from Mercer regarding a federal survey with results indicating a majority of employers would reduce health benefits to avoid the proposed excise tax. She and Sean looked at the current PPO rate and at this time, district rates would be below the radar. She asked Sean to alert her to anything that the Trust would need to know. She also asked Sean to alert her, as this continues to evolve, if the Trust needs to notify area representatives with their perspective.

**11. Adjournment**

The meeting was adjourned at 4:42 p.m.

Sincerely,

Betsy Selders  
Secretary

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