



MINUTES OF THE WASHOE COUNTY SCHOOL DISTRICT GROUP INSURANCE COMMITTEE

August 30, 2018

1. OPENING ITEMS

1.01 Call to Order

The meeting of the Washoe County School District Group Insurance Committee was called to order at 2:00 p.m. at the WCSD Central Administration Building Board Room, 425 East 9th Street, Reno, Nevada 89512.

1.02 Roll Call

Chair Don McHenry and Members Robert Munson, Diane Lyon, Jordan Howell, Danny Kitts, and Gail Carson were present at roll call. Members Kathy Howard, Dawn Miller, Sheryl Bennett, Toni Maresjo, and Eric Diamond were absent at roll call. WCSD representative Jackie James, Risk Manager, and staff were also present.

Note: Members Kathy Howard, Eric Diamond, and Toni Maresjo arrived at 2:03 p.m.

1.03 Public Comment

There was no public comment at this time.

1.04 Action to Adopt the Agenda

It was moved by Robert Munson, second by Diane Lyon, that the Insurance Committee adopt the agenda as presented (Yea: Don McHenry, Robert Munson, Diane Lyon, Jordan Howell, Danny Kitts, and Gail Carson). Final Resolution: Motion Carried 6-0.

2. ITEMS FOR DISCUSSION, PRESENTATION AND/OR ACTION

2.01 Presentation and Discussion of Washoe County School District Group Insurance Internal Service Fund as of July 2018

Gail Carson, Washoe County School District Controller, reviewed the health insurance internal service fund statement as of July 31, 2018 and compared against the statement of July 31, 2017. According to the comparative statement of net assets as of July 2018, the total assets were \$26,277,304 as compared to \$25,051,662 at the same time last year. Total liabilities were \$9,568,238 as compared to \$8,539,814 last year, an

increase of \$1,028,424. The total net position as of July 2018 was \$16,847,030 as compared to \$16,649,812, an increase of \$197,218.

Ms. Carson reviewed the operating revenues and expenses related to the Renown HHP Plan, additional areas including dental, vision, and prescriptions, as well as the Wellness Special Revenue Fund.

2.02 Presentation and Discussion of Washoe County School District Group Insurance Claims Experience Report as of July 2018 (For Discussion Only)

Jackie James, WCSD Risk Manager, in the absence of an L/P Insurance representative, reviewed the insurance claims experience report as of July 2018. The committee was provided an Executive Summary, which provides data to include active enrollment of employees and dependents; claims from medical, prescription, dental, and vision; and specific utilization from medical and pharmacy categories such as emergency, lab x-ray, pharmacy, urgent care, etc.

2.03 Presentation and Discussion of Washoe County School District Group Insurance Claims Activity and Turnaround Reports for July 2018 (For Discussion Only)

Matt Ladich, Chief Operating Officer for Hometown Health, reviewed the claims experience report through July 2018. It is the goal of Hometown Health to process claims within 30 days at a rate of 98% or better.

Mr. Ladich reviewed the current percentages for claims paid within 15 and 30 days for the EOP Dental, EPO Medical, HSA Dental, HSA Medical, PPO Dental, and PPO Medical. He reviewed data related to the claims that are open beyond the 30-day goal.

There was some discussion based on questions from the committee about the process for claims appeals and if the committee will be receiving any report or data about appeals that are filed. Jackie James, WCSD Risk Manager, informed the committee that the first level of appeal is with Hometown Health. If further appeal is desired by the claimant, an outside vendor will hear the appeal and notify the WCSD Risk Management Department. To date, Ms. James has not received any notifications of appeals.

2.04 Presentation and Discussion of Washoe County School District's Group Insurance Wellness Program Report as of July 2018 (For Discussion Only)

Janelle Dye presented the Wellness Report. Topics discussed were a review of the Healthy Tracks Point Structure and staff completion data; the upcoming Health Fair on

September 8 where staff will be able to get wellness screenings and immunizations; and the Retiree/WREA Walk scheduled for September 26 at Virginia Lake.

Emily Hum of Healthy Tracks demonstrated the new Healthy Tracks portal. The portal is available to staff and provides access to information such as preventative care, wellness screenings, and a health risk assessment. There is also a mobile app to allow staff the ability to track challenge activities.

2.05 Approval of Minutes from the July 18, 2018 Meeting of the Insurance Committee (For Possible Action)

This item was pulled from discussion and will return at a future meeting.

2.06 Discussion and possible action to grant a six month extension of premium waiver to two Plan Members who are qualified for the extension under the Plan Document. (For Possible Action)

Risk Manager Jackie James explained that requests for a six-month extension of premiums is covered under the Plan Document. The Committee action is based solely on the benefits covered under the Plan Document.

Ms. James explained that the individuals seeking the extension have been vetted through the Risk Management Department. To be eligible, the member must have an illness or injury and have exhausted all sick and vacation time. Additionally a note from the physician providing reasonable assurance that the employee will be able to return to work within six months must be provided with the request.

It was moved by Diane Howard, second by Toni Marejso, that the Insurance Committee grant a six month extension of premium waiver to two Plan Members who are qualified for the extension under the Plan Document (Yea: Don McHenry, Robert Munson, Diane Lyon, Jordan Howell, Danny Kitts, Kathy Howard, Eric Diamond, Toni Maresjo, and Gail Carson). Final Resolution: Motion Carried 9-0.

3. Closing Items

3.01 Announcement of Next Meeting

The next meeting of the Washoe County School District Insurance Committee will take place at 2:00 p.m. on Thursday, September 28, 2018, at the WCSD Central Administration Building Board Room, 425 East 9th Street, Reno, Nevada 89512.

3.02 Public Comment

Natha Anderson, representing the Washoe Education Association, and Melissa Boesen, representing the Washoe Education Support Professionals, thanked the committee for their work and the way in which staff were treated with dignity and respect during the recent discussions related to insurance rate increases.

3.03 Adjourn Meeting

There being no more business, the meeting was adjourned at 2:34 p.m.