

MINUTES
OF
MIDDLESEX COUNTY JOINT HEALTH INSURANCE FUND COMMISSIONERS
REGULAR MEETING

March 25, 2014

Chairman Pulomena called the meeting to order at 1:04 p.m. Open Public Meeting Act read into Minutes by Chairman Pulomena.

ROLL CALL OF COMMISSIONERS

Chairman, John Pulomena	County	Present
Alternate, Dennis Cerami	County	Present
Commissioner, Richard Fitamant	Utilities Authority	Present
Alternate, Jayne Gelder	Utilities Authority	Absent
Commissioner, Patricia Byrd	Board of Social Services	Absent
Alternate, Norman Skolnick	Board of Social Services	Absent
Commissioner, Susan Perkins	College	Present
Alternate, Patrick Madama	College	Present
Commissioner, Richard Pucci	Improvement Authority	Absent
Alternate, Jane Leal	Improvement Authority	Present
Commissioner, Deepak Matadha	Mosquito Commission	Present
Alternate, Linda Seguine	Mosquito Commission	Absent
Commissioner, Paul Abbey	Roosevelt Hospital	Present
Alternate,	Roosevelt Hospital	

APPOINTED FUND PROFESSIONALS AND SERVICE ORGANIZATIONS PRESENT:

Administrator	North American Insurance Management Corporation Jay McManus Lynn Collins Dave Hissey
Attorney	Patrick J. Diegnan, Jr., Esq.
Auditor	Wiss & Company Scott Clelland Diane Miller
Network Provider	Horizon BCBS of New Jersey Joe Ciampa
Program/Risk Manager	Business & Governmental Insurance Agency Stuart Migdon
Treasurer	Giuseppe Pruiti

OTHERS PRESENT:

Jennifer Kaznowski

ABSENT:

Erik Ruebenacker

APPROVAL OF AGENDA

Moved by Commissioner Fitamant and seconded by Commissioner Perkins to approve the agenda as submitted.

Roll Call:	Aye:	Chairman Pulomena, Commissioners Fitamant, Perkins Leal, Matadha and Abbey
	Nay:	None
	Abstain:	None

PUBLIC PARTICIPATION

Chairman Pulomena asked for a motion to open the floor to the public. Moved by Commissioner Perkins and seconded by Commissioner Fitamant to open the floor to the public.

No one from the public was present to speak.

Chairman Pulomena asked for a motion to close the floor to the public. Moved by Commissioner Fitamant and seconded by Commissioner Perkins to close the floor to the public.

APPROVAL OF MINUTES – February 25, 2014

Moved by Commissioner Perkins and seconded by Commissioner Fitamant to approve the minutes of February 25, 2014 Commissioners' Meeting (Public Meeting).

Roll Call:	Aye:	Chairman Pulomena, Commissioners Fitamant, Perkins Matadha and Abbey
	Nay:	None
	Abstain:	Commissioner Leal

ADMINISTRATOR'S REPORT

Mr. McManus said his report is included in Section Two of the Agenda packet. He asked everyone to turn to page two of Section II; Report of Monthly Activities and Correspondence for the month of March 2014. Numbers four and five concern reviewing a resolution for consideration of appointment of various professionals under new business today. The recommendations are a result of a Contracts Committee meeting held on March 7, 2014, during which the responses and score sheets were reviewed and discussed. The Contracts Committee agreed upon the recommendations which will be covered later in this meeting.

Number Six covers the JHIF's oversight of the Dental Program for the County Administration and the Board of Social Services. Due to the Commissioners approval of the resolution passed to add dental benefits to the JHIF for the County Administration and the Board of Social Services at the February 2014 meeting. A Dental Program RFP for alternative dental providers was posted. The JHIF received a number of very competitive responses. A Contracts Committee meeting will be conducted for the purpose of making a decision through the standard scoring process with the intent of having recommendations for the Commissioners at the April 29, 2014 meeting.

Number eight pertains to the 2012 Rx Claims Audit of Express Scripts, Inc. which was authorized by the Commissioners last year. The Audit has been completed and forwarded to Express Scripts, Inc. for their review and response. Express Scripts, Inc. has 60 days to respond to the Audit findings. Based on the 60-day timeline, we expect to have a final report and responses available for review by for the Commissioners and approval at the May 2014 Commissioners meeting.

Lastly, we are down the home stretch on the implementation of the Unicorn Eligibility System. Mr. McManus thanked everyone for their efforts to complete their data review. The entities review allowed Unicorn to issue error reports to each vendor. There are a few steps left to execute. Mr. McManus asked Dave Hissey to spend a few minutes giving an update to the Commissioners on the progress of the implementation and the outstanding steps remaining and timing.

Mr. Hissey said the test files went to all vendors. The Horizon review and the production of error report will happen outside of the Horizon production environment. Horizon will take two to three weeks to complete and provide the JHIF an error report. All other carriers responded saying they would get back to us in 5-6 days. Once the error reports are received by the JHIF, they will be parsed and distributed to the entities for their review and edit. Most of the vendors provide the error reports with the entities identified for easy distribution. However, some do not. Those reports which do not identify the entity will need manual work to parse by entity and then distribute. Again, Horizon will be the most overwhelming, since we have not had an error report to date.

Mr. McManus assumes it will take the entities five days to review the reports and correct the problems. We would like to have a live file issued mid April 2014 to the vendors. The JHIF will update the Commissioners of any changes to the timing.

Mr. Hissey commented that Unicorn is in the process of setting up visits with all entities to address any database issues or data entry training needs. Dave Potter, Tim Diassi and a technical representative will be conducting the visits from Unicorn. The visits will be scheduled for Monday and Tuesday, April 7 and 8. Each meeting will be 1 ½ to 2 hours long. Invitations will be sent tomorrow. Mr. Hissey encouraged the Commissioners to be present at the meetings.

FINANCE REPORT

Joe Pruiti distributed the financial statements for the 2012, 2013 and 2014 plan years as of January 31, 2014. He further indicated that the financial statements as of February 28, 2014 were in the process of being finalized and will be distributed upon completion.

As of January 31, 2014, the 2012 plan year is showing a surplus of \$1,508,780. The 2013 plan year is showing a surplus of \$2,094,828 and the 2014 plan year is showing a surplus of over \$200,000. The 2013 report as of January 31, 2014 includes a post-closing adjustment which was necessary to reflect 2013 reinsurance reimbursements.

Resolution 2014-03-01 to approve the 2014 Bill List.

Moved by Commissioner Fitamant and seconded by Commissioner Perkins to approve payment of the March 2014 Bill List.

Roll Call:	Aye:	Chairman Pulomena, Commissioners Fitamant, Perkins Leal, Matadha and Abbey
	Nay:	None
	Abstain:	None

PROFESSIONAL REPORTS

- a) **Auditor:** The Wiss report is included in Section IV of the agenda packet. Two documents were reviewed. The first is the 2013 Audit Results which provides a summary of the Audit, the scope of the engagement and the reports issued. This report also reviews the communications required by the Wiss professional standards.

The second is the draft 2013 Financial Audit (year ended December 31, 2013). Diana Miller briefly reviewed both reports. The final Financial Audit will be available for the Commissioners to review and approve at the April 29, 2014 Commissioners meeting. Once approved, the final and approved 2013 Financial Report will be sent to DOBI.

- b) **Program/Risk Manager:** The BGIA report is included in Section IV of the agenda packet.

- c) Network Provider: The Horizon report is included in Section IV of the agenda packet. Mr. Ciampa mentioned that they are working with the JHIF to schedule a Clinical Review presentation to the Commissioners in May.
- d) Attorney: Mr. Diegnan's report is included in Section IV of the agenda packet.

OLD BUSINESS

None

NEW BUSINESS

Resolution 2014-03-02 to award the Professional Service Agreements.

Discussion: Mr. McManus said that a Professional Services RFP was issued which is the standard annual practice. We received a number of responses for various positions. The responses were scored using the standard scoring model and a Contracts Committee was conducted. Each response was discussed and as a result of that discussion with the Contracts Committee and the standard scoring sheets, the recommendations are listed herein. Mr. McManus asked if there were questions regarding the suggested appointments. There were no questions.

Moved by Commissioner Fitamant and seconded by Commissioner Perkins to accept the above Resolution.

Roll Call:	Aye:	Chairman Pulomena, Commissioners Fitamant, Perkins Leal, Matadha and Abbey
	Nay:	None
	Abstain:	None

EXECUTIVE SESSION

Chairman Pulomena said there was no need to go into Executive Session.

OPEN SESSION

Resolution 2014-03-03 to approve payment of Large Claims

Moved by Commissioner Perkins and seconded by Commissioner Fitamant to approve payment of large claims.

Roll Call:	Aye:	Chairman Pulomena, Commissioners Fitamant, Perkins Leal, Matadha and Abbey
	Nay:	None
	Abstain:	None

OTHER BUSINESS

None

ADJOURN

Moved by Commissioner Perkins and seconded by Commissioner Fitamant and approved unanimously to adjourn the meeting at 1:23 p.m.