

MINUTES
OF
MIDDLESEX COUNTY JOINT HEALTH INSURANCE FUND COMMISSIONERS
REGULAR MEETING
October 27, 2015

Chairman Pulomena called the meeting to order at 1:00 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	Absent
Commissioner, Richard Fitamant	Utilities Authority	Present
Alternate, Jayne Gelder	Utilities Authority	Absent
Commissioner, Patricia Byrd	Board of Social Services	Present
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, Lory Cattano	Improvement Authority	Present
Commissioner, Deepak Matadha	Mosquito Commission	Present
Alternate, Linda Seguire	Mosquito Commission	Present
Commissioner, Alan Fialka	Roosevelt Hospital	Present
Alternate,	Roosevelt Hospital	Absent

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
Treasurer	Joe Pruiti
Actuary	Sam Kikla

OTHERS PRESENT:

Anna Casilli
Lori Ferrazzoli
Giaret DeLaCruz

ABSENT:

Stewart Migdon
Mike Mauro
Erik Ruebenacker

APPROVAL OF AGENDA

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

Roll Call:	Aye:	Chairman Pulomena, Commissioners Fitamant, Byrd, Perkins, Cattano, Matadha and Fialka
	Nay:	None
	Abstain:	None

PUBLIC PARTICIPATION

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

Roll Call:	Aye:	Chairman Pulomena, Commissioners Fitamant, Byrd, Perkins, Cattano, Matadha and Fialka
	Nay:	None
	Abstain:	None

APPROVAL OF MINUTES – September 22, 2015

Moved by Commissioner Fitamant and seconded by Commissioner Fialka to approve the minutes of the September 22, 2015 Commissioners' Meeting (Public Meeting).

Roll Call:	Aye:	Chairman Pulomena, Commissioners Fitamant, Perkins, Cattano, Matadha and Fialka
	Nay:	None
	Abstain:	Byrd

ADMINISTRATOR'S REPORT

Mr. McManus said his report is included in Section II of the Commissioners Agenda packet. Mr. McManus asked everyone to turn to page two in Section II where you will find a listing of Activities and Correspondence for the month of October 2015. In addition to what we have listed here, there are a few additional items. Please move down to number 10 under monthly activities. We completed our semi-annual Age-In Mailing to all retirees informing them of their eligibility to enroll in Medicare Part B. This mailing usually elicits some questions to us and the entities; please feel free to send the calls to our office. Also as noted in number five in Correspondence, an email was sent from Dave Hissey in our office to each of the member entities with instructions on how to download eligibility information out of Unicorn. The entities will need this information for the IRS 1095 C reporting requirement. In Unicorn, we maintain coverage information for the individuals under the plan which is about half of the information the entities will need to complete the reporting requirements. The other half is maintained in their HRIS or payroll system and that is related to payroll data and their employee rosters. This is really important and right in front of everyone and there is quite a bit of information that is needed that the Affordable Care Act assigned to each employer. We have access to outside vendors that we have vetted that can assist the entities in putting this data together in order to complete the reporting requirements. There is a copy of the email on page 26. We will follow up with the entities this week to review the process and provide some assistance in that area of responsibility.

Mr. Hissey noted that he has already scheduled calls with the entities beginning Friday, October 30, 2015. We are offering access to an ACA attorney who knows the requirements and will help with the entire process.

Last item is number seven. A letter is going out this week to covered individuals at the County, Social Services and the Utilities Authority from CVS/Caremark introducing CVS as the PBM effective January 1, 2016. This is the first letter in a series of correspondence sent to all covered members.

FINANCE REPORT

Mr. Pruiti said his report is included in Section III of the Commissioners Agenda packet. Mr. Pruiti informed the Commissioners that there was a loss of \$226,000 in September for the 2015 plan year. The loss was the result of two factors. One, there has been an increase in utilization of Specialty Medications over the past month resulting in higher than average monthly Rx cost. Secondly, there were three Rx invoices during the month of September rather than the normal two which inflated the overall cost. Dave Hissey indicated that he is in the process of reviewing utilization of Specialty Medications data provided by ESI.

Resolution 2015-10-01 to approve the October 2015 Bill List.

Moved by Commissioner Byrd and seconded by Commissioner Perkins to approve payment of the October 2015 Bill List.

Roll Call:	Aye:	Chairman Pulomena, Commissioners Fitamant, Byrd, Perkins, Cattano, Matadha and Fialka
	Nay:	None
	Abstain:	None

PROFESSIONAL REPORTS

- a) Auditor: The Wiss report is included in Section IV of the Commissioners packet. They have started the second semi-annual audit report. They received the database from Mr. Hissey and they will be reaching out soon requesting information to verify data.
- b) Attorney: Mr. Diegnan's report is included in Section IV of the Commissioners packet.

OLD BUSINESS

None

NEW BUSINESS

Resolution 2015-10-02 to approve Initial Budget and Rates for 2016.

Discussion: The 2016 Budget and Rates were reviewed on September 30, 2015 with the Budget Committee. The outcome of that meeting was to recommend the proposed budget and rates to the Commissioners for review and approval. Mr. McManus reviewed the proposed 2016 Budget (and rates) with the Commissioners using a PowerPoint presentation. The proposed budget includes a transfer of \$2,700,000 from the Contingency Fund to the 2016 plan year. Moving funds to the 2016 plan year will reduce rates (and Chapter 78 contributions) in addition to the assessments for each entity.

Moved by Commissioner Fitamant and seconded by Commissioner Perkins to approve the initial Budget and the Rates.

Roll Call:	Aye:	Chairman Pulomena, Commissioners Fitamant, Byrd, Perkins, Cattano, Matadha and Fialka
	Nay:	None
	Abstain:	None

Resolution 2015-10-03 to approve disbursement of the 2013 Calendar Year Funds.

Discussion: Mr. McManus stated that he discussed this transaction during the 2016 Budgets and Rates discussion.

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

Roll Call:	Aye:	Chairman Pulomena, Commissioners Fitamant, Byrd, Perkins, Cattano, Matadha and Fialka
	Nay:	None
	Abstain:	None

EXECUTIVE SESSION

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

OPEN SESSION

Resolution 2015-10-2015 to approve payment of Large Claims

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

Roll Call:	Aye:	Chairman Pulomena, Commissioners Fitamant, Byrd, Perkins, Cattano, Matadha and Fialka
	Nay:	None
	Abstain:	None

OTHER BUSINESS

None

ADJOURN

Moved by Commissioner Byrd and seconded by Commissioner Fitamant and approved unanimously to adjourn the meeting at 1:40 p.m.