

APPROVED MINUTES
BOARD OF TRUSTEES FOR THE CITY OF GALVESTON
EMPLOYEE HEALTH BENEFITS PLAN
REGULAR MEETING
January 16, 2019

1. Declaration of a Quorum, Call Meeting to Order, and Roll Call.

With a quorum present, the January 2019 Meeting was called to order at 2:00 p.m. by Chairman Stewart Goff. The following Trustees and persons were in attendance:

Stewart Goff (Chair) – Trustee	Matthew Gauen – Boon-Chapman
Xavier Hancock – Trustee	Earnest Mendez – Boon-Chapman
Christopher Condy – Trustee	Deborah Jordan – City Staff
Kent Etienne – Trustee	Donna Fairweather – City Staff
Mark Murchison (Vice Chair) – Trustee	Mareia Schreiber – City Staff
Kimberly Danesi – Park Board	Christy Shinn – City Staff
Stacey Minton – Boon-Chapman	

2. Conflicts of Interest.

None.

3. Public Comment on Agenda Items and Non-Agenda Items.

The City Council adopted a policy requiring that agendas for all City board, commission, and committee meetings include a section designated for public comment on both agenda items and non-agenda items. Members of the public may speak for a maximum of three (3) minutes regardless of the number of items being addressed.

No Public Comment was received.

4. Approval of the Minutes for the Regular Board Meeting of November 28, 2018.

Motion to Approve the Minutes from the November 2018 Meeting made by Mark Murchison with a second by Xavier Hancock. Unanimously Approved by those Trustees present.

5. EXECUTIVE SESSION

A. Pursuant to Texas Government Code Section 551.0785 to deliberate (1) the medical or psychiatric records of an individual for a benefit from the Plan; or (2) a matter that includes consideration of information in the medical or psychiatric records of an individual for a benefit from the Plan.

- An appeal filed by a Plan Member regarding the denial of certain health coverage for the employee member.

B. Pursuant to Texas Government Code Section 551.071(2) “Consultation with Attorney” to discuss and receive legal advice on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code.

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- **An appeal filed by a Plan Member regarding the denial of certain health coverage for the employee member.**
6. **Discuss and consider for action the appeal regarding the denial of certain health coverage for an employee member. Plan member did not show up. Item removed from Agenda.**

Executive Session and Item # 6 were tabled as the Plan Member did not attend the meeting to present the appeal.

7. **Continuing report on implementation of CareHere Clinic participant “no show” administrative procedures, report on employee Health Risk Assessment (HRA) participation, and overall employee health plan/financial participation-utilization information.**

Kent Etienne delivered a report on current HRA participation and no shows. The HRA completion is low. Each group should encourage members to complete the HRAs early. The City had 183 no shows for 2018; and the Port of Galveston and the Park Board had 13 each. The City’s Human Resources Department continues to send notices to employees that miss appointments and requires members to pay the \$25.00 fee in order to have access reinstated. The money collected from no show fees goes back into the plan fund.

Stacey Minton gave an update about the CareHere Clinics. The 646 CareHere location will be moving. The clinic will go month-to-month at the current location during the transition. If the 646 location needs to close for any reason, there will be extended hours at the other clinic locations. Boon-Chapman will present a report next month on denied claims to show what kind of claims the plan is denying. The data collected will show the top reasons for denied claims. The report will also show what denials are overturned.

8. **Financial reports as of December 2018 to include large claim cases and reimbursement by SA Benefit Services as reinsurer for year effective 10/1/2018.**

Kent Etienne delivered the current stop loss report. The plan is trending better than the past few years. Quarterly Financial Reports will be presented in February from both the City and Boon-Chapman.

9. **Discuss tentative date(s) for next Board Meeting.**
Tentatively agreed upon for Wednesday, February 27, 2019 at 10:00 a.m.

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10. Adjournment

Motion to Adjourn made by Xavier Hancock with a second by Kent Etienne. Unanimously Approved. The Meeting was adjourned at 2:22 p.m.

STEWART Goff
Stewart Goff, Chair

Wednesday, February 27, 2019
Date Approved