

**APPROVED MINUTES
BOARD OF TRUSTEES FOR THE CITY OF GALVESTON
EMPLOYEE HEALTH BENEFITS PLAN
REGULAR MEETING
APRIL 18, 2019**

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

With a quorum present, the April 2019 Meeting was called to order at 10:00 a.m. by Chairman Stewart Goff. The following Trustees and persons were in attendance:

Stewart Goff (Chair) – Trustee
Christopher Condy – Trustee
Xavier Hancock – Trustee
Kent Etienne – Trustee

Matthew Gauen – Boon-Chapman
Mareia Schreiber – City Staff
Christy Shinn – City Staff

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 March 27, 2019.

Motion to Approve the Minutes from the March 2019 Meeting made by Christopher Condy with a second by Xavier Hancock. Unanimously Approved by those Trustees present.

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

Kent Etienne delivered the report on the current HRA completion; there are only 100 assessments completed across the City, the Port, and the Park Board. The annual deadline is September 30, 2019. Representatives from each entity are encouraged to start sending out reminders to employee members. The amount of no shows at the CareHere Clinics is still down. The City’s Human Resources Department continues to send notices to employees that miss appointments requesting members to pay the \$25.00 fee in order to have CareHere access reinstated.

6. Financial reports as of March 2019 to include large claim cases and reimbursement by SA Benefit Services as reinsurer for year effective 10/1/2018.

Kent Etienne delivered a report on the current stop loss reimbursements. Two plan members have exceeded the \$200K overage amount for this year. There is one plan member at \$107K which is at the warning threshold of \$100K.

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Mareia Schreiber announced that Staff will be modifying the standard agenda language regarding the financial reports. The City and Boon-Chapman have made arrangements to report financials to the Board on a quarterly basis. The next presentation of financials will be in May to include data through the first quarter (ending March 31, 2019).

- 7. Receive updates and announcements from Boon-Chapman regarding the Health Plan. This item is for informational purposes only and no action will be taken by the Board.**

Matthew Gauen informed the Board that the League City location (FM 646) of the CareHere Clinic is still going month-to-month on the lease. The build out at the new location has not commenced. More information will be provided at the next meeting.

- 8. Discuss tentative date(s) for next Board Meeting.**

Tentatively agreed upon for Monday, May 13, 2019 at 1:00 p.m.

- 9. Adjournment.**

Motion to Adjourn made by Kent Etienne with a second Christopher Condy. Unanimously Approved by those Trustees present. The Meeting was adjourned at 10:07 a.m.


Stewart Goff, Chair

Wednesday, May 29, 2019
Date Approved