

**CLARKSVILLE MONTGOMERY COUNTY EMPLOYEES**  
**INSURANCE TRUST MEETING**  
**October 22, 2019**

The meeting of the Clarksville Montgomery County Employees Insurance Trust was held Tuesday, October 22, 2019 in the Lecture Hall at Central Office. Members in attendance were Jeanine Johnson, Mark Banasiak, Amanda Beck, Tommy Butler, Charli Hall, Leslie Helmig, Michael Johnson, Donna Mahoney, Kay Rye, Tim Swaw, Jeff Taylor, and Kimberly Yarbrough. Also in attendance were Chris Fessenden and Kim Phelps of Fessenden Consulting Group, Scott Donnellan of Jack Turner and Associates, David Johnson of MetLife, Jessica Hernandez CMCSS Finance Director, Carol Joiner CMCSS General Counsel, Donna McIntosh, Amy Wigington, and Faye Tryon from the CMCSS Benefits Office, Sharla Smith from Onsite, Pam Clark from County HR.

Jeanine Johnson called the meeting to order at 4:15 p.m. A quorum was established.

Jeanine Johnson introduced the Trust's 403(b) consultant Scott Donnellan, from Jack Turner and Associates, and David Johnson from MetLife.

Scott Donnellan provided Trust members with a handout showing the current 403(b) funds lineup and the fund changes he recommends. The Morningstar model is used to rate the funds. Funds are rated with 1 to 5 stars, with the best performers receiving 5 stars and the worst performers receiving 1 star. The rating doesn't guarantee the fund will do well. The rating has more to do with the management of the company. The odds for the fund to perform well are increased when there is quality management. Scott recommends avoiding funds with 3 or less stars and an annual review of the funds should be performed. Currently, the plan has over \$21 million in assets with a large amount of assets in the Fixed Account, which is a good option with no need for change. The remaining assets are mainly in the Target Date Funds. The funds that Scott is recommending to move will be moved to 4 and 5 star funds. One fund that is being recommended has a 3 star rating. Tommy Butler asked how the transaction from the current funds to the recommended funds will occur. MetLife will take care of the changes, but a notice needs to be sent to the employees notifying them of the changes. David Johnson stated MetLife would provide sample letters that CMCSS may use to communicate the changes to employees. Scott indicated that this communication may be sent electronically. Mark Banasiak asked if the employee would incur a penalty for the transfer. Scott and David indicated there would be no fees or penalties to employees. Discussion followed concerning the timing of the implementation of these changes. Tommy Butler made a motion to accept all the recommended changes to be effective, January 1, 2020. Leslie Helmig seconded. Motion carries.

Minutes from the September 23, 2019 meeting were reviewed. Motion to accept the Minutes was made by Mark Banasiak. Tommy Butler seconded. Motion carries.

Tommy Butler presented an Onsite update. The architect has begun the process of providing three options for the renovation of the main Onsite Clinic. All three options will be costly. The Clinic has approximately 300 flu shots left over and options for the best use of them are being explored. Tommy announced that Lauren Richmond, Coordinated School Health Supervisor has become the Safety and Health Coordinator for CMCSS. Katie Massman, the Employee Wellness Coordinator will transition to the Coordinated School Health Supervisor position and continue to oversee the Employee Wellness program.

Chris Fessenden presented BCBS's best and final offer for the ASO renewal. BCBS lowered the ASO fee per employee per month from \$43.24 to \$42.36. In addition, BCBS raised the Transitional Relief credit from \$75,000 to \$100,000 for 5 years. Both changes combined equal a potential savings of \$168,454 to the Trust. Also, if BCBS retains the dental coverage along with the medical, they will reduce the ASO fee by \$.20 per employee per month, an estimated \$9,876 reduction in annual cost.

Chris Fessenden presented the Trust members with a copy of the Dental RFP Summary. Delta Dental and BCBS were the finalists. BCBS rates are more competitive than Delta Dental. The BCBS bid included three options, the existing plan with no change in rates, increase the annual maximum benefit to \$2000 with a 1.45% rate increase, or add another dental plan and have a high/low option. All options have a 3 year rate guarantee, except the dual option which had a 2 year rate guarantee. Trust members discussed the dental plan options. Kimberly Yarbrough made a motion to increase the annual maximum to \$2,000 effective January 1, 2020. Amanda Beck seconded. Motion carries.

Jessica Hernandez provided Trust members with copies of the Financial Statements for August and September 2019. Jessica reviewed the September statement with the Trust members and provided a chart showing the fund balance, expenses, and revenue comparing 2017, 2018, and 2019. The fund balance is experiencing a downward trend. As of September 30, we have 2.12 months of claims expense reserved in the fund balance. Jeff Taylor made a motion to accept the Financial Statements. Mark Banasiak seconded. Motion carries.

Chris Fessenden provided the Trust members with the August 2019 Medical and September 2019 Dental Plan Experience Reports. The medical loss ratio for August was 89.9%. The Dental Plan loss ratio for September was 56.64%.

Jeanine Johnson and Tommy Butler led a discussion of how best to use the \$100,000 Employee Wellness Credit the Trust receives from BCBS. Tommy suggested continuing to use \$20,000 for prizes and be creative with how to best use the remainder. Also, Tommy suggested having a committee to explore ways to allocate this money. Trust members interested in being on this committee were Jeanine Johnson, Tim Swaw, Tommy Butler, Charli Hall, Michael Johnson and Donna Mahoney.

Jeanine presented the claims history for the past year and two large claims.

The next meeting will be held Tuesday, January 14, 2020 at 4:15 p.m.

The meeting was adjourned at 5:20 p.m.