

Santa Monica College
Collegewide Benefits
Minutes of the Meeting
February 16, 2006

Present

Pat Brown, Co-Chair
Sandi Burnett, Co-Chair
Lenore Banders
Al DeSalles
Peter Geltner
Mitra Moassessi
Peggy Rhoads
Ana Rojas
Reaga Romali - via conference call

Absent

Jeanette Goolsby

Assistants

Letty Kilian, Staff Assistant
Mimi Vaval, Resource Staff Assistant

Co-chair Sandi Burnett called the meeting to order at 9:35 a.m. and asked that the Committee review the December 8, 2005 minutes.

Quorum was reached at 9:40 a.m.

December 8, 2005 Minutes

Motion was made by Peter Geltner and seconded by Mitra Moassessi to approve the Minutes of December 8, 2005. **Unanimously approved.**

Chair Burnett moved that agenda item E. RFP Process Update due to its time-sensitive need for a response, be placed first on the agenda for discussion.

Reports and Discussion

RFP Process Update - The Committee reviewed and discussed the Request for Proposal submitted by consultant Anne Clifford. Co-chairs Pat Brown and Sandi Burnett will hold a conference call with Anne Clifford this afternoon to discuss the concerns and issues raised by the Committee. The concerns and corrections to the RFP are as follows:

- Section 1 - **Objective:** There is concern that the RFP is requesting proposals from carriers that can underwrite the current HMO, PPO and other medical plans currently provided through CalPERS **but excludes Kaiser.**
- Section I - **Background:** Change committee's name from JLMC to Collegewide Benefits Committee.
- Section II B, #3 - Clarification needed on the plans quoted to replace CalPERS Care and Choice, Blue Shield HMO medical plans but not Kaiser.

Co-chair Brown gave an explanation that clarified the RFP excluding Kaiser. The District currently has an existing relationship with a non-CalPERS Kaiser to provide medical

coverage for the adjunct faculty. If the District leaves CalPERS, the District will shop the other Kaiser for medical coverage for full-time employees.

- The Committee would like to have Kaiser for full-time employees and the full cost covered in the RFP.
- Section I - **Introduction:** Change wording in the third paragraph - The committee has been **charged with recommending** benefit plan providers. . ." Take out "to evaluate and select benefit plan providers . , ."
- Page 5 - #7, 8, 9, 10
No. 7 Clarification needed.
No. 8 Clarification on: Premium billing will be on a self-administered basis.
No. 9 Increase 770 eligible active employees to **800** eligible active employees.
No. 10 Statement is misleading and does not reflect the contract.
 - a. Full Time Actives **and dependents:**
 - b. Early Retirees **and dependents**
 - c. ~~Over~~ Age 65 Retirees , **dependents and surviving spouses.**
- Page 6 - #19
The 5% flat commission is high (\$650,000 per year). How much administration will be involved? A 3% flat commission is more reasonable.
- Pages 12, 13, 14
PPO Quotation Form dates are January 1, 2007 - December 31, 2007; however, the dates on pages 9, 10, 11 are January 1, 2007 - December 31, **2008**. Is this an error?
- Page 31 - #2
There is a problem with lumping "special needs of enrollees" with non-English speaking enrollees.
- Page 32 - #4 Information Access through the Website
What information is accessible by phone? Consider adding another column with a heading to read **By Phone**.
- Page 34 - #8 COB Procedures
What is meant by COB?
- Page 42 - Provider Credentials
The provider credential information is not helpful if we cannot compare it with CalPERS
- Page 53 - Wellness & Disease Management Programs
Alzheimer's, HIV, and STDs are not listed. Are they listed under another program?
- Page 56 - #12 Percentage of Women over 49 who receive Mammography
How will this information be helpful if we have nothing with which to compare?
- Page 57 - PBM (prescriptions by mail?)
What is the procedure for PBMs requiring refrigeration?

- Page 67
Dependent statement is misleading. It is not necessary to mention that the dependent is a student.

Additional Concerns

- How do we compare with CalPERS if we do not have the information on CalPERS administration?
- Does the consultant have access to the CalPERS information and can the consultant provide information on the discrepancies and differences.
- Surviving dependents of the deceased do not lose benefits.

Mid-Year Report - The report prepared by Co-chair Burnett will be discussed at the next Committee meeting on March 2, 2006.

HIPPA Rules for Employment Separation and Benefits - Discussion of the HIPPA Rules is postponed until the next meeting.

Retirement Workshop - A Retirement Workshop for faculty is scheduled for Thursday, March 2, 2006, from 11:15 a.m. to 12:35 p.m.

Cost-Saving Recommendations -

- New employees residing outside of Los Angeles County are encouraged to use SMC's zip code rather than their home address when enrolling in PPOs
- The CSEA bargaining units may consider financial incentives for all employees eligible for health coverage who are covered through other agencies or are married to SMC employees
- Continue to encourage verification of dependent eligibility through voluntary notification

Spring Benefits Forum - The Spring Benefits Forum will be held on Thursday, March 30, 2006, from 11 a.m. to 1 p.m. in Business 111. The agenda will be discussed at its next Committee meeting on March 2, 2006.

Section 125 Enrollment Increase - There was an increase in insurance policies and cancer insurance enrollment during the Section 125 enrollment period last November. Additional information on Section 125 registration will be made available at the next meeting.

Parking Payroll Deduction - The Benefits Office will only need to process new adjunct faculty; continuing permanent employees do not have to be processed. There is no need to cancel or re-enter employees unless there is a change in the employee's status. The employee gives permission to continue payroll deduction by signing when picking up parking decal. There was concern expressed in having employees use their social security numbers when signing up for parking.

Section 125 Grace Period - Administration confirmed that the grace period indicated in the June 28, 2005 letter to employees is in effect.

Agenda for Next Meeting

- Mid-Year Report
- Spring Benefits Forum
- HIPPA Rules for Employment Separation and Benefits
- Implementation of Cost-Saving Recommendations
- RFP Process Update

Adjournment: 11:01 a.m.

The next meeting of the Collegewide Benefits Committee will be held on Thursday, March 2, 2006 from 9:30 - 11:00 a.m. in the Library Conference Room.