

Wellness Insurance Network Board of Trustees Meeting
Wednesday, September 26, 2012
Barrington Public Library

Minutes

1. Welcome

President Lentine called to order the meeting of the Wellness Insurance Network (WIN) Board of Trustees at 1:06 p.m.

2. Roll Call

Secretary Beal called roll. The following Trustees were present: Beal, Cerqua, Lentine, Nee. Trustees absent: Pansch, Sarnoff, Thomas

Scott Remmenga, April Krzeczowski, Maryann Mileto were also in attendance.

There were four visitors: Marsha Cordt from Schaumburg Township District Library, David Cain from Milburn Cain & Co, Maritza Cadena from Mangrove, and Andrea Visione from Employee Benefits Corporation.

3. Approval of Agenda

TRUSTEE BEAL MOVED TO APPROVE AGENDA OF SEPTEMBER 26, 2012.
TRUSTEE CERQUA SECONDED THE MOTION.

No changes or additions. President Lentine called for a vote to approve agenda as presented.

UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-4; NAYS-0;
ABSENT: 3.

4. Review FY2012 Audit completed by Milburn Cain & Co.

David Cain reviewed the FY2012 audit and informed the Board of the unqualified or "clean" opinion. The FY2012 audit will be posted to the WIN website and notice sent to the members. The communication will also include the trust balance as of 6/30/12 and note the positive increase to the trust balance for FY2012.

5. Presentation of FSA options by vendors starting January 1, 2013

Maritza Cadena presented background information regarding Mangrove and explained the different services offered to administer FSA. Clarification was provided on the different fees associated with Mangrove's services.

Trustee Thomas arrived at the meeting at 1:50 p.m.

Andrea Visione presented background information regarding Employee Benefits Corporation (EBC) and explained the different services offered to administer FSA. Clarification was provided on the different fees associated with EBC's services.

6. Approval of Minutes

TRUSTEE BEAL MOVED TO APPROVE BOARD MEETING MINUTES OF AUGUST 22, 2012. TRUSTEE CERQUA SECONDED THE MOTION.

No changes or additions. President Lentine called for a vote to approve minutes as presented.

UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-5; NAYS-0; ABSENT: 2.

7. Presentation and Approval of Bills

Remmenga went over the list of bills presented for the period August 22 to September 26, 2012. Board reviewed list of checks. No comments or questions.

President Lentine called for a motion for approval of bills.

TRUSTEE THOMAS MOVED FOR APPROVAL OF BILLS AS PRESENTED. TRUSTEE NEE SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5: BEAL, CERQUA, LENTINE, NEE, THOMAS; NAYS-0; ABSENT-2: PANSCH, SARNOFF.

8. Treasurer's Report - Financial Statements ending June 30, 2012 before audit

a) Remmenga reviewed the statement of Revenue and Expenditure Budget and Actual Report for the period ending August 31, 2012.

b) Remmenga reviewed the Balance Sheet for the period ending August 31, 2012.

President Lentine called for a motion for approval of financial statements as presented.

TRUSTEE THOMAS MOVED FOR APPROVAL OF FINANCIAL STATEMENTS AS PRESENTED. TRUSTEE BEAL SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5: BEAL, CERQUA, LENTINE, NEE, THOMAS; NAYS-0; ABSENT-2: PANSCH, SARNOFF.

9. President's Report/Communication

A letter from the IL Department of Insurance was received explaining annual reporting requirements. The FY2012 audit will be sent to IL Department of Insurance as required.

10. New Business

- a) Action Item: Acceptance of the FY2012 Audit

TRUSTEE CERQUA MOVED TO ACCEPT THE FY2012 AUDIT AS PRESENTED. TRUSTEE NEE SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5: BEAL, CERQUA, LENTINE, NEE, THOMAS; NAYS-0; ABSENT-2: PANSCH, SARNOFF.

Trustee Pansch arrived at the meeting at 2:10 p.m.

- b) Discussion and Action Item: Determination of whether gift cards will be done to encourage participation in the Wellness Screenings

TRUSTEE THOMAS MOVED TO AUTHORIZE WELLNESS SCREENINGS WITHOUT DISTRIBUTING GIFTS CARDS FOR FALL 2012. TRUSTEE BEAL SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1.

- c) Discussion and Action Item: Selection of FSA Vendor starting January 1, 2013

After reviewing of vendor presentations and evaluating administration requirements TRUSTEE NEE MOVED TO SELECT EMPLOYEE BENEFITS CORPORATION (EBC) AS THE FSA VENDOR EFFECTIVE JANUARY 1, 2013. TRUSTEE THOMAS SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1.

- d) Discussion and Action Item: Determine monthly administration fee per employee for FSA starting January 1, 2013.

After discussion TRUST CERQUA MOVED FOR THE MONTHLY FSA ADMIN FEE PER EMPLOYEE TO BE \$5.00 FOR THOSE WIN MEMBERS PARTICIPATING IN THE MEDICAL PLAN AND \$8.00 FOR THOSE MEMBERS NOT PARTICIPATING IN THE MEDICAL PLAN. TRUSTEE NEE SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1

- e) Discussion and Action Item: Determine annual renewal fee for FSA

After discussion TRUSTEE PANSCH MOVED TO HAVE THE FSA ANNUAL RENEWAL FEE SPLIT EVENLY BETWEEN ALL PARTICIPATING LIBRARIES STARTING JANUARY 1, 2013. TRUSTEE CERQUA SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1

- f) Discussion and Action Item: Determine reconciliation process for FSA

After discussion TRUSTEE THOMAS MOVED THAT ANY PARTICIPATING LIBRARY WITH A NEGATIVE BALANCE AT THE END OF THE FSA PLAN YEAR BE CHARGED FOR SHORTFALL AND ANY SURPLUS BALANCE AT THE END OF THE FSA PLAN YEAR WILL BE REFUNDED. TRUSTEE CERQUA SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1

- g) Discussion Item: Continued review of plan designs/provider plans

Maryann Mileto presented possible options implementing Health Reimbursement Accounts (HRAs) with different funding levels. Specifics will have to be determined but this avenue provides a viable option to keep premium costs lower. Once more claim data is available better estimates can be calculated. Information about plan changes will be discussed at the Fall Meeting in November.

11. Public Comment - None

12. Next Board Meeting Date and Location – The next meeting will be at Barrington Public Library at 1 p.m. on October 24, 2012. The Fall Meeting will be on November 28, 2012 at Schaumburg Township District Library at 1 p.m. with the November WIN Board Meeting immediately following.

13. Adjournment

TRUSTEE THOMAS MOVED TO ADJOURN THE MEETING AT 3:50 P.M. TRUSTEE NEE SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1.

Secretary