

Vermont Education Health Initiative
Board of Director's Meeting
November 12, 2014

Present: Mark Hage, Tracy Wrend, Martha Gagner, Elizabeth Fitzgerald, Joel Cook, Laura Soares, Joe Zimmerman, Chris Roberts (attended for the audit report and financial updates), Fred Duplessis (Sullivan Powers attended for the audit report), Shevonne Travers and Gillian Pieper (attended for the wellness update .

The meeting was called to order at 11:05 a.m., by Chair, Tracy Wrend

Approve the Minutes of the August 21, 2014 and October 31, 2014 Meetings

Mark Hage made a motion, seconded by Martha Gagner to approve the minutes of the August 21st and October 31st Meetings. The Board voted to approve the minutes as written. Elizabeth Fitzgerald abstained as she did not attend the meetings.

Meet with Auditor to review FY14 Audit

Fred Duplessis, from Sullivan Powers, reviewed the FY14 audit with the Board. Fred focused on a few key areas, including the MD&A (staff summary of financials), EGWP (Employer Group Waiver Plan) and the 10 year risk table. VEHI will be taking on a little more risk as it prepares its year end financials statements on a tighter schedule. Fred reported a clean management letter, no recommendations for change to VEHI's accounting or control functions. Martha Gagner made a motion seconded by Mark Hage to accept the audit as presented. The Board voted unanimously to accept the audit.

Board Reorganization

Tracy Wrend turned the meeting over to Laura Soares to elect the chair. Elizabeth Fitzgerald made a motion, seconded by Joel Cook to ask Tracy Wrend to remain Chair of the VEHI Board. The motion was approved unanimously. The meeting was turned back to Tracy Wrend. Martha Gagner then made a motion seconded by Elizabeth Fitzgerald to have Mark Hage remain as Vice-Chair. The motion was approved unanimously. The Board continued its reorganization by including Corporate Officers. Joel Cook made a motion seconded by Mark Hage that Laura Soares be appointed President and that Joe Zimmerman be named as Secretary. The motion was unanimously approved.

Review Quarterly Financials as of 9/30/2014

Chris Roberts reviewed with the Board the quarterly financials. Chris included a written summary which was provided to the Board in the meeting packet. The results for both the health and dental programs are positive. Martha Gagner made a motion seconded by Mark Hage to accept the financials as reported. The Board accepted the financials.

Wellness Program Update

Gillian Pieper and Shevonne Travers reviewed with the Board the level of success the wellness program has achieved. The Program has helped to control health care cost with a very positive return on investment. Gillian Pieper discussed with the Board some of the Program's key components, which include a Healthy Life Survey, an EAP, Coaches, Annual adventure on VEHI's Web Site, June institute, Summer Challenge and assistance with creating a school's culture of wellness.

Adopt Mission Statement and Decision Guidelines

After discussing the mission statement at previous meetings, Mark Hage made a motion seconded by Martha Gagner to approve the statement (a copy of the statement was included in this board meeting packet). The Board voted to approve the statement. Elizabeth Fitzgerald abstained from voting.

Action Items

- a. Laura Soares reviewed with the Board the Resolution to adopt the delegation of authority. This resolution gives certain VSBIT staff members the ability to sign contracts on behalf of VEHI, sign checks and transfer funds from/to VEHI's financial institutions. Mark Hage made a motion seconded by Elizabeth Fitzgerald to approve the Resolution. The Board unanimously voted to approve the Resolution.
- b. The Communication Protocol was reviewed and confirmed.
- c. Laura Soares reviewed with the Board the draft Annual Work Plan. The work plan contains all of the work that needs to be completed during FY15; however the Board may add other items it would like to accomplish as it sees fit. Laura added that DFR may request the Board reconsider VEHI's rate setting process, where all tiers and plans receive the same increase. This will be discussed at the next meeting. The consensus of the Board was to approve the plan, with the addition of a meeting in June to discuss the legislative session and engage in strategic planning as necessary.

Updates

- a. Both the health and dental rate filings have been submitted to the DFR. VEHI anticipates that the DFR will approve the rates by mid-December.
- b. Mark Hage reviewed with the Board the EGWP (Employer Group Waiver Plan). This plan, involving prescription drugs and individuals covered by Medicare, is being used by the State Teachers Retirement System. VEHI has advanced some of the savings to the VSTRS.

Set Future Meeting Dates

Laura Soares will send a "meeting wizard around to find open dates that are common with all of the Board members.

Adjournment

There being no further business, the meeting adjourned at 1:11 p.m.

Respectfully submitted by: Joseph Zimmerman