

BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND
OPEN MEETING: JANUARY 26, 2021
ZOOM MEETING
12:00 P.M.

Meeting called to order by Chairman Hart. The Open Public Meeting Notice was read into the record.

ROLL CALL OF 2020 EXECUTIVE COMMITTEE:

Gregory Hart, Chair	Present
Richard Kunze, Secretary	Present
Joseph Catenaro, Executive Committee	Present
Gregory Franz, Executive Committee	Present
Donna Gambutti, Executive Committee	Present (12:45 pm)
Jerry Giaimis, Executive Committee	Present
Matthew Cavallo, Executive Committee Alternate	Present
Bob Kakoleski, Executive Committee Alternate	Present

APPOINTED OFFICIALS PRESENT:

Executive Director/ Administrator	PERMA Risk Management Services	Paul Laracy Emily Koval Karen Kamprath
Attorney	Huntington Bailey, LLP	Russ Huntington Bill Bailey
Treasurer	Joseph Iannaconi	Joseph Iannaconi
Third Party Administrator	Aetna	Jason Silverstein
Dental Claims Administrator	Delta Dental of NJ, Inc.	Kim White Brian Remlinger
Auditor	Lerch, Vinci & Higgins	Absent
Actuary	John Vataha	Absent
Independent Consultant	LaMendola Associates	Clark LaMendola
Benefits Consultant	Conner Strong	Jozsef Pfeiffer Brandon Lodics
RX Administrator	Express Scripts	Ken Rostkowski Kyle Colalillo

OTHERS PRESENT:

Brittany Vozza, Vozza Agency
Dave Vozza, Vozza Agency
Suzanne Pennell, Scirocco Group
Matt McArow, Otterstedt
Tom Ucko, IMAC

CORRESPONDENCE - None

APPROVAL OF MINUTES:

MOTION TO APPROVE THE PRESENTED OPEN MINUTES OF OCTOBER 27, 2020:

MOTION:	Commissioner Kunze
SECOND:	Commissioner Cavallo
ROLL CALL VOTE:	All in Favor

MOTION TO ADJOURN THE SINE DIE MEETING:

MOTION:	Commissioner Catenaro
SECOND:	Commissioner Kunze
ROLL CALL VOTE:	All in Favor

Roll Call of 2020 Fund Commissioners

Member	Fund Commissioner	Alternate	Attendance
Alpine	Paul Tomasko		Absent
Borough of Woodcliff Lake	Tom Padilla		Present
Carlstadt	Joseph Crifasi		Absent
Carlstadt Board of Education			Absent
City of East Orange			Absent
City of Orange	Christopher Hartwyk		Absent
East Rutherford	John Hansen		Absent
East Rutherford Board of Education	Lameka Augustin		Absent
Edgewater	Gregory Franz		Present
Emerson	Robert Hermansen		Absent
Fairfield	Joseph Catenaro		Present
Fairfield BOE	Lyanna Rios		Present
Franklin Lakes	Gregory Hart		Present
Ft. Lee	Alfred Restaino		Absent
Hillsdale	Christopher Tietjen		Absent
Irvington	Musa Millik		Absent
Lodi	Vincent Caruso		Present
Maywood Borough	Donna Puglisi	Barbara Dispoto	Absent
Mine Hill	Katelyn Wild		Present
Montvale	Timothy Lane		Present
Moonachie	Anthony Ciannanea		Present
North Arlington			Absent
Oakland	Richard Kunze		Present
Park Ridge	Julie Falkenstern		Present
Ridgefield Park	Adam Macneill		Absent
Rochelle Park	Robert Davison		Present
Rutherford	Robert Kakoleski		Present
Saddle River	Jerry Giaimis		Present
South Hackensack	Donan Gambutti		Absent
Verona	Matthew Cavallo		Present
Wallington	Hector Olmo		Absent
Wanaque Valley Regional S.A.	Frank Covelli		Present
Westwood	Frank Elenio		Absent
Wood-Ridge	Dominick Azzolini		Absent

Ms. Kamprath said that a quorum was present with 15 Fund Commissioners.

Ms. Koval read the recommended slate of officers

Chairman Gregory Hart, Borough of Franklin Lakes
Secretary Richard Kunze, Borough of Oakland

Executive Committee Members:

Donna Gambutti, Township of South Hackensack
Joseph Catenaro, Township of Fairfield
Gregory Franz, Borough of Edgewater
Jerry Giaimis, Borough of Saddle River

Matthew Cavallo, Township of Verona

Alternates:

Bob Kakoleski, Borough of Rutherford

MOTION TO ADOPT 2021 SLATE OF EXECUTIVE COMMITTEE AS RECOMMENDED AND CLOSE NOMINATIONS:

MOTION: Commissioner Caruso
SECOND: Commissioner Cavallo
ROLL CALL VOTE: 15 Ayes, 0 Nays

Fund Attorney swore in the Executive Committee.

ROLL CALL OF 2021 EXECUTIVE COMMITTEE:

Chairperson		
Gregory Hart	Borough of Franklin Lakes	Present
Secretary		
Richard Kunze	Borough of Oakland	Present
Executive Committee	Members	
Joseph Catenaro	Fairfield Township	Present
Gregory Franz	Borough of Edgewater	Present
Donna Gambutti	Twp of S. Hackensack	Absent
Jerry Giannis	Borough of Saddle River	Present
Matthew Cavallo	Township of Verona	Present
Alternate	Township of Verona	Present
Bob Kakoleski	Borough of Rutherford	Present

EXECUTIVE DIRECTORS REPORT

FAST TRACK FINANCIAL REPORTS – as of November 30, 2020

Ms. Koval said the Financial Fast track shows November was pretty much a break even month with the release of the dividend. She said the overall surplus is at about \$ 17 million.

2021 REORGANIZATION

Ms. Koval reviewed the reorganization resolutions and noted that 8-21 notes the current signatories as Gregory Hart, Gregory Franz, Richard Kunze and Fund Treasurer, 9-21 is the 2021 risk management plan with changes regarding the fully insured only members and 11-21 which appoints the MRHIF representatives. Commissioner Kunze and Commissioner Hart will serve as Commissioner and Alternate Commissioner.

MUNICIPAL REINSURANCE HEALTH INSURANCE FUND

Ms. Koval said the MRHIF met on December 9 to adopt the 2021 budget. The reinsurance renewal for BMED that was included in the budget had not changed.

2021 COMMITTEE APPOINTMENTS

Ms. Koval said the standing committees that were appointed in 2020 are included. She said Chair Hart suggested forming a nominations committee, so if interested please let us know.

Claims Committee	Wellness Committee	Finance and Operations Committee	Strategic Planning Committee	Nominations Committee
Donna Gambutti	Gregory Franz	Richard Kunze	Gregory Hart	Open
Bob Kakoleski	Gregory Hart	Matthew Cavallo	Gregory Franz	Open
Open	Donna Gambutti	Frank Covelli	Richard Kunze	Open

2021 NEW MEMBERS

Ms. Koval said the Fund has 3 new groups requesting membership. She said the first group is the City of Orange. Due to its size, this group has been reviewed over the past year a few times at the Operation Committee level. The Committee requested that this group and Metro be prospectively rated on their own. The City will be joining Fund on February 1 and a signed Indemnity and Trust agreement has been received.

Ms. Koval said the next group is West Orange Township and this group will be joining the Fund on February 1 for Medicare Advantage/EGWP only with Aetna. This group will be part of the Metro subgroup and the associated fees were included with their overall rate per person.

Ms. Koval said the City of Garfield is the third group and has requested membership into the BEMD (not Metro) effective March 1, 2021. She said the underwriting details are included which we believe is appropriate and conservative. Their membership would be contingent upon a fully executed Indemnity and Trust Agreement and Risk Management Agreement. If approved, Resolutions 13-21, 14, 21 and 15-21 are included in the consent agenda. Ms. Koval said they did request to waive Medicare Advantage coverage until January 2022 which the strategic planning committee approves.

STRATEGIC PLANNING MEETING

Chair Hart said the committee met this morning and based on the recommendations of the professionals and auditor analysis, the committee felt that all 3 groups would be advantageous to approve their membership with the BMED.

WELLNESS COMMITTEE MEETING

Ms. Koval said the Wellness Committee met last week to review wellness grant applications from Franklin Lakes and Oakland both in the amount of \$10,000. The Committee also discussed the need to fill the Wellness Coordinator vacancy. A resume has been received by Civitas, a wellness coordinator and life coach provider. The Vice President of Civitas, Marianne Smith, is a retired town manager and the wellness coordinator of the North Jersey HIF. Because of her strong credentials and experience, the Committee is recommending the award of a contract to Civitas at an amount not to exceed \$17,500 a year for two years. Ms. Koval said resolutions approving the wellness grants and contract are included in consent.

REMOTE MEETING RESOLUTION

Ms. Koval said resolution 16-21 includes remote meeting instructions, proposed by the Fund Attorney.

INDEMNITY AND TRUST AGREEMENTS

Ms. Koval said PERMA sent Indemnity and Trust Agreements and Resolutions to be adopted by the governing body to renew membership with the Fund for an additional 3 years. Below is a list of members who have renewing agreements due by December 31, 2020 and older. Please reach out to PERMA (kkamprath@permainc.com) for a blank form to be executed. The list was last updated on January 20, 2021.

BOROUGH OF FT. LEE	12/31/2020
EAST ORANGE	12/31/2020
IRVINGTON	12/31/2020

BENEFIT'S CONSULTANT'S REPORT

ONLINE ENROLLMENT SYSTEM TRAINING

The Executive Committee voted and approved mandatory use of the online enrollment system by each member group. If you need training or would like a refresher course on the online enrollment system, please reach out to Karen Kidd at kkidd@permainc.com of PERMA.

MONTHLY BILLING

As a reminder, please be sure to check your monthly invoice for accuracy. If you find a discrepancy, please report it to the BMED enrollment team. The Fund's policy is to limit retro corrections, *including terminations*, to 60 days. We have noticed an increase in requests for enrollment changes, billing changes, terminations and additions well past the 60 day time frame. Moving forward, it is of the utmost importance to review bills for rate and enrollment accuracy on a monthly basis. If there is an error, please bring it to the enrollment team's attention.

BROKER CONTACT INFORMATION

Please direct any escalated claims, benefit coverages, prescription coverage, Medicare advantage or appeal related questions to our dedicated BMED Client Servicing Team. The team can be reached by email at brokerservices@permainc.com.

AETNA UPDATE

Teladoc Mailing

Benefits Consultant said Aetna announced they are going to begin sending the 2021 Teladoc Welcome Letters in Late January to members via mail. Teladoc is Aetna's telemedicine program that SHIF Aetna members have access to in order to avoid going to the doctor's office. He said Teladoc has seen a huge uptick in usage since the start of the pandemic.

ESI UPDATES

National Preferred Formulary (NPF) Update

Benefits Consultant said ESI announced changes to the NPF effective 4/1/2021. ESI periodically evaluates their formulary and will add 32 additional products to their exclusions list. ESI has identified **34 BMED** members impacted by the changes. Impact letters will be mailed to members between 1/26/2021 and 2/2/2021. The final list of excluded medications effective 4/1/2021 is below:

Drug Class	Excluded Medications	Preferred Alternatives
Agents for Hyperhidrosis	DRYSOL	Over-the-Counter aluminum chloride containing products
Angiotensin Receptor Blockers (ARBs) and Combinations	EDARBYCLOR	candesartan-hydrochlorothiazide, irbesartan-hydrochlorothiazide , losartan-hydrochlorothiazide, olmesartan-hydrochlorothiazide , telmisartan-hydrochlorothiazide , valsartan-hydrochlorothiazide, chlorthalidone plus valsartan
	EDARBI	candesartan, irbesartan , losartan, olmesartan , telmisartan , valsartan
Beta Blockers & Combinations	BYSTOLIC	atenolol, carvedilol, metoprolol succinate
Bowel Evacuants	CLENPIQ, GOLYTELY PACKETS, OSMOPREP [®] , PLENVU, SUPREP	peg-electrolyte solution
Contraceptives	ANNOVERA, BALCOLTRA, LO LOESTRIN FE, NATAZIA, TAYTULLA [^] , TWIRLA [*]	generic oral and ring contraceptives, xulane patches
	SLYND	generic progestin-only oral contraceptives
Estrogens (Oral)	PREMARIN TABLETS	estradiol tablets
Estrogen/Progestin Combinations (Oral)	PREMPHASE, PREMPRO	amabelz , estradiol/norethindrone acetate, fxavolv , intel , mimve , norethindrone/ethinyl estradiol
Estrogen & Estrogen Modifiers for Vaginal Symptoms	FEMRING [®]	estradiol cream, estradiol patches, estradiol tablets, vuvafem , ESTRING, PREMARIN CREAM
	INTRAROSA [®] , OSPHENA	estradiol cream, vuvafem , ESTRING, PREMARIN CREAM
Insulins	ADMELOG [®] , AFREZZA, APIDRA [®] , FIASP [®] , INSULIN ASPART [®] , INSULIN ASPART PROTAMINE [®] , INSULIN LISPRO [®] , NOVOLOG [®]	HUMALOG, LYUMJEV
Selective Serotonin Reuptake Inhibitors (SSRIs) Antidepressants	PEXEVA, VIIBRYD	citalopram, escitalopram , fluoxetine, fluvoxamine, paroxetine, sertraline

In response to Commissioner Kunze, Benefits Consultant said he believes the member referenced received electronic notice. He said if members are signed up electronically they will receive electronic notices and physical copies of the letters with formulary impact are being built now.

LEGISLATIVE UPDATES

COVID-19 Vaccine Updates

Vaccine Coverage

Benefits Consultant said the U.S. Food and Drug Administration (FDA) issued Emergency Use Authorizations (EUAs) for the use of the Pfizer-BioNTech and Moderna COVID-19 Vaccines for the prevention of coronavirus disease. Vaccines recommended by the CDC Advisory Committee on Immunization Practices (ACIP) and the U.S. Preventive Services Task Force (USPSTF) will be covered under the plan. The federal government will pay the cost of the vaccine itself. The plan will fully cover the cost of administering the vaccine at participating and non-participating providers/facilities.

Benefits Consultant said the cost of the vaccine is covered 100% because it is funded by the Federal Government so there will be no cost impact to the Fund or membership for the vaccine. He said however the Fund will be billed for the administrative costs of the vaccine. He said that will be covered 100% by the health plan. He said there will be no member cost share.

Vaccine Eligibility

Benefits Consultant reviewed the Vaccine Eligibility

Phase 1A-The New Jersey Department of Health (DOH) released a memorandum concerning the eligibility of individuals who may currently receive the COVID-19 vaccine under Phase 1A of the State's vaccination plan of which includes (1) healthcare workers; (2) long-term care facility residents; and, (3) sworn law enforcement officers, firefighters, and other first responders. The State is administering Phase 1A of its vaccination plan.

Effective January 14, 2021 the below individuals will be eligible for the vaccine. Documentation or proof of eligibility is not required to schedule an appointment for vaccination.

- Those ages 16-64 with certain medical conditions
- Those age 65 and over
- Individuals who are pregnant or in an immunocompromised state
- Individuals with a smoking addiction age 16-64
- Residents of group homes and long-term care facilities

How to Register for the Vaccine

The NJ Vaccination Scheduling System (NJVSS) provides individuals with the opportunity to pre-register for the vaccine, to be notified when they are eligible, and receive information that an appointment is available to them. Eligible individuals may also visit <https://covid19.nj.gov/pages/vaccine> to identify a vaccination location if appointments are not immediately available on NJVSS.

Updated Indexed Dollar Limits

Benefits Consultant said the Internal Revenue Service (IRS) recently announced the below 2021 limits regarding High Deductible Health Plans (HDHP) and Health Savings Accounts (HSA)

	2020	2021
HDHP Minimum Required Deductible- Self Only	\$1,400	\$1,400
HDHP Minimum Required Deductible- Family	\$2,800	\$2,800
HSA Contribution Limit- Self only HDHP	\$3,550	\$3,600
HSA Contribution Limit- Family HDHP	\$7,100	\$7,200
HSA/HDHP OOP Maximum- Self Only	\$6,900	\$7,000
HSA/HDHP OOP Maximum- Family	\$13,800	\$14,000

COVID-19 FSA Relief

Benefits Consultant said the recently passed COVID-19 relief bill permits employers to allow members with Flexible Spending Accounts (FSAs) to roll over unused funds.

Key provisions of the new ruling include:

- option to amend cafeteria plans and FSAs to allow employees to:
 - carryover unused amounts from plan year ending in 2020 to the 2021 plan year
 - carryover unused amounts from plan year ending in 2021 to the 2022 plan year
 - provide a 12-month grace period at the end of the 2020 and/or 2021 plan years
- option to amend FSAs allowing employees to make prospective election changes for plan years ending in 2021 (with no change in status)

- allowing employees who cease participation in an FSA during calendar years 2020 or 2021 to receive post-termination reimbursements from unused benefits through the end of the plan year when participation ceases (including grace period if applicable)

ADMINISTRATIVE AUTHORIZATIONS

There are no authorizations to report at this time.

FUND ATTORNEY - Fund Attorney said that due to certain distribution limitations he suggests adding the Star Ledger to the official newspaper listing. Ms. Koval said we can add to resolution 5-21.

TREASURER - Fund Treasurer said the bills lists and treasurers report is included in the Agenda.

Confirmation of Payment

FUND YEAR NOVEMBER 2020		AMOUNT
FY 2018		\$8,794.54
FY 2020		\$650,063.20
TOTAL		\$658,857.74

Confirmation of Payment - Dividend List

FUND YEAR CLOSED		AMOUNT
FY CLOSED		\$1,063,140.00
TOTAL		\$1,063,140.00

Confirmation of Payment

FUND YEAR DECEMBER 2020		AMOUNT
FY 2019		\$662,858.57
TOTAL		\$662,858.57

Resolution 19-21

FUND YEAR JANUARY 2021		AMOUNT
Fund Year 2020		-\$4,466.65
Fund Year 2021		\$578,815.87
TOTAL		\$574,349.22

BOARD ADVISOR - Mr. LaMendola said he agrees that we have a very well qualified person joining to help drive the wellness program. He also noted the importance of registering and getting vaccinated.

AETNA - THIRD PARTY ADMINISTRATOR - Mr. Silverstein reviewed the claims for October and November 2020. He also reviewed the Covid reporting distributed with the Agenda.

PHARMACY NETWORK (Express Scripts) - Mr. Colalillo shows a January - December 2020 trend of 6.9%. He said as with most books of business the specialty costs is where the increase comes from. He also provided an update on the Covid vaccines.

DELTA DENTAL - Ms. White said they have added a service coordinator to their team and introduced Brian Remlinger. She said their utilization reports are showing over 95% participation in their network.

**MOTION TO APPROVE THE CONSENT AGENDA AS DISCUSSED AMENDING
REOSLUTION 5-21 AND 11-21:**

MOTION:	Commissioner Franz
SECOND:	Commissioner Gambutti
VOTE:	8 Ayes, 0 Nays (Chair Hart abstained on resolution 20-21, Commissioner Kunze abstained on resolution 17-21)

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT: None

MOTION TO ADJOURN

MOTION:	Commissioner Kunze
SECOND:	Commissioner Catenaro
VOTE:	Unanimous

MEETING ADJOURNED: 1:00 pm

NEXT MEETING: February 23, 2021
Zoom Meeting
12:00 P.M.

Karen Kamprath, Assisting Secretary
Date Prepared: February 17, 2021