

**BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND**  
**OPEN MEETING: June 22, 2021**  
**ZOOM MEETING**  
**12:00 P.M.**

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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
Matthew Cavallo, Executive Committee	Present
Bob Kakoleski, Executive Committee	Present
Anthony Ciannamea, Executive Committee Alternate	Present
Richard Molinari, Executive Committee Alternate	Present

**APPOINTED OFFICIALS PRESENT:**

Executive Director/ Administrator	<b>PERMA Risk Management Services</b>	Paul Laracy Emily Koval Karen Kamprath
Attorney	<b>Huntington Bailey, LLP</b>	Russ Huntington Bill Bailey
Treasurer	<b>Joseph Iannaconi</b>	Joseph Iannaconi
Third Party Administrator	<b>Aetna</b>	Jason Silverstein
Dental Claims Administrator	<b>Delta Dental of NJ, Inc.</b>	Brian Remlinger Kim White
Auditor	<b>Lerch, Vinci &amp; Higgins</b>	Gary Vinci
Actuary	<b>John Vataha</b>	Absent
Independent Consultant	<b>LaMendola Associates</b>	Clark LaMendola
Benefits Consultant	<b>Conner Strong</b>	Louis Moeller
RX Administrator	<b>Express Scripts</b>	Kyle Colalillo Chris Auberger
Wellness Coordinator	<b>Civitas</b>	Marianne Eskilson

**OTHERS PRESENT:**

Barbara Dispoto, Borough of Maywood  
 Lisa Sabato, PIA  
 Tom Ucko, IMAC  
 Suzanne Pennell, Acrisure  
 Lyanna Rios, Fairfield BOE  
 Matt McArow, Otterstedt

Renee Gear, PIA  
Frank Covelli, PIA  
Brittany Vozza, Vozza Agency  
Dave Vozza, Vozza Agency

**SWEARING IN OF TWO NEW COMMITTEE MEMBERS:**

Richard Molinari  
Anthony Ciannamea

**MOTION TO APPROVE THE TWO ALTERNATE MEMBERS:**

<b>MOTION:</b>	Commissioner Catenaro
<b>SECOND:</b>	Commissioner Kakoleski
<b>ROLL CALL VOTE:</b>	All in Favor

**APPROVAL OF MINUTES:**

**MOTION TO APPROVE THE PRESENTED OPEN MINUTES OF APRIL 27, 2021:**

<b>MOTION:</b>	Commissioner Kakoleski
<b>SECOND:</b>	Commissioner Catenaro
<b>ROLL CALL VOTE:</b>	All in Favor

**CORRESPONDENCE** - Chair Hart spoke about his Prima Presentation that he did a few weeks ago.

**EXECUTIVE DIRECTORS REPORT**

**FAST TRACK FINANCIAL REPORTS** - as of March 31, 2021 - Executive Director Koval said the statutory surplus for the year is over \$17.2 million. She stated that the fund is in a very good financial situation.

**AUDITOR AND ACTUARY YEAR-END REPORTS**

A copy of the Annual Financial Audit for the period ending December 31, 2020 is included with the agenda. Gary Vinci from Lerch & Vinci LLP is present the report stating that the fund is overall is doing excellent. There were no recommendations or concerns with the end of the year audit. Once approved, we will make a filing with the Departments of Insurance and Community Affairs to meet their deadline. The Affidavit of Certification and Resolution 26-21 approving the 2020 Audit is included in consent.

**JOINT CASH MANAGEMENT INVESTMENT PROGRAM**

Executive Director Koval discussed that the Treasurer recommended that the Fund join the Joint Cash Management Plan. The JCMI is a program of the MEL that is open to Health Insurance Funds when it was approved by the State in 2020. Most Joint Insurance Funds are in the program and the MRHIF

joined in April. The program's invests in treasury bonds and notes, as well as municipal bonds. Our monthly earnings will be included in the monthly treasurers report. Executive Director Koval stated that Resolution 27-21 to join the JCMI is included in the consent agenda if approved by the committee and the policy and master agreement are included in Appendix III.

Executive Committee Member Gregory Franz also touched on this topic, reiterating with Executive Director Koval said and stating his support for the JCMI.

### **PHARMACY BENEFIT MANAGER RFP**

Executive Director Koval stated that the MRHIF Contract Committee will be meeting later next week to interview PBM finalist based off the review of the RFP results by the PBM Consultant.

### **REQUESTS FOR PROPOSALS**

Executive Director Koval stated that there are positions open that need to go out for RFP for a one-year term starting January 1, 2022: Benefits Consultant and Executive Director. She explained that the Committee has the option to extend the current professional contracts Actuary, Auditor, Attorney, Treasurer and Fund Coordinator for 1 additional term from January 1, 2022 - December 31, 2022 or issue and RFP for a 1 year term for these positions.

### **MOTION TO ISSUE AND ADVERTISE REQUESTS FOR PROPOSALS FOR PROFESSIONAL SERVICES CONTRACTS ON BEHALF OF THE FUND FOR EXECUTIVE DIRECTOR AND BENEFITS CONSULTANT:**

<b>MOTION:</b>	Commissioner Catenaro
<b>SECOND:</b>	Commissioner Gambutti
<b>ROLL CALL VOTE:</b>	All in Favor

### **AUGUST MEETING**

The Committee discussed the possibility of holding the August meeting in person in which they all agreed. Executive Director Koval stated she will go ahead with booking the next in person meeting in August.

**Gateway-BMED Health Insurance Fund  
Benefits Consultant Report**

June 2021

Benefits Consultant: Conner Strong & Buckelew

Online Enrollment Training: [aflinn@permainc.com](mailto:aflinn@permainc.com)

Enrollments/Eligibility/Billing: [bmedenrollments@permainc.com](mailto:bmedenrollments@permainc.com)

Brokers: [brokerservice@permainc.com](mailto:brokerservice@permainc.com)

**ONLINE ENROLLMENT SYSTEM TRAINING**

The Executive Committee voted and approved mandatory use of the online enrollment system by each member group.

**Online Enrollment System Training Schedule - 2021**

PERMA offers a virtual training and a refresher class on the online enrollment system the third Wednesday of each month. The sessions provide an overview of the Fund’s enrollment system and shows users how perform tasks in the system. To use the enrollment system, each HR user must complete a *system access form*. Please email Austin Flinn at [aflinn@permainc.com](mailto:aflinn@permainc.com) and indicate which of the sessions below you would like to attend. Please include this information in the subject line: *Training - Fund Name and Client Name*.

- Wednesday, July 14th 10:00 am - 11:00 am
- Wednesday, August 18th 10:00 am - 11:00 am
- Wednesday, September 15th 10:00 am - 11:00 am
- Wednesday, October 20th 10:00 am - 11:00 am
- Wednesday, November 17th 10:00 am - 11:00 am

**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](mailto:brokerservices@permainc.com).

**COMPLIANCE UPDATES**

**COBRA Subsidy Compliance** - PERMA is working with Benefit Express to identify members who had their health benefits terminated during the National COVID-19 Health Emergency. PERMA will work with the group enrollment contacts to determine who was involuntarily termed due to a lay-off or reduction in hours. Notices required by the recent legislation concerning the availability of COBRA premium subsidies from 4/1/2021 through 9/30/2021, were mailed to those members. A new field was added to Benefit Express to track members who involuntarily lose their health benefits (due to lay-off or reduction in hours) through 9/30/2021.

**PCORI (Patient-Centered Research Institute Fee)** - As you may be recall, the ACA required PCORI fee was extended last year for another 10 years through 9/30/2029. Plans with plan years ending in the 2020 calendar year are subject to the PCORI fee. The fee for plans ending on or before 9/30/2020 is \$2.54 per member, per year. The fee for plans ending after 9/30/2020 is \$2.66 per member, per year. As in the past, the PCORI fee is paid by the fund on behalf of member entities.

**Updated HDHP/HSA Limits** - Federal Agencies recently released the 2022 indexed dollar limits for qualified High Deductible Health Plans (HDHPs) and Health Savings Accounts (HSAs). The minimum annual deductible will remain the same for 2022; \$1,400/individual and \$2,800/family. The chart below indicates the limits that are changing effective 1/1/2022:

	2021	2022
HDHP Out-of-pocket Maximum - Individual	\$7,000	\$7,050
HDHP Out-of-pocket Maximum	\$14,000	\$14,100

Family		
HSA Contribution Limit - Individual	\$3,600	\$3,650
HSA Contribution Limit - Family	\$7,200	\$7,300

**Annual Notices Of Creditable Coverage (NOCC)** - The Fund is working with Express Scripts to generate and mail annual NOCC letters for 2022. As you may recall, these are annual notices required by Medicare to be sent to all plan participants who are age 65 and older, or members who will be reaching age 65 in 2022. The notices must be mailed by September 15<sup>th</sup>. A sample of this year's NOCC is included with your agenda.

Benefits Consultant Pfeiffer discussed the **HDHP Exploratory Pilot**. Several groups approached the BMED to explore a shared savings HDHP model to encourage enrollment in lower cost high deductible plans. The Benefits consultant is working closely with the entity's Risk Manager to develop standard plan designs, employer funding model, and roll out. To ensure proper rating, the fund actuary will review and certify plans. Final details are being developed, but we anticipate a small roll out to 2 - 3 groups by January 1, 2022. Additional details to follow.

**ATTORNEY** - None - Russell Huntington, Esq

**TREASURER** - Fund Treasurer said his report is included in the Agenda.

Confirmation of Payment -May 2021

<b>FUND YEAR May 2021</b>	<b>AMOUNT</b>
Fund Year 2020	\$25,491.56
Fund Year 2021	\$894,510.86
<b>TOTAL</b>	<b>\$894,510.86</b>

Confirmation of Payment -June 2021

<b>FUND YEAR June 2021</b>	<b>AMOUNT</b>
Fund Year 2020	\$25,491.56
Fund Year 2021	\$986,388.40
<b>TOTAL</b>	<b>\$986,388.40</b>

**WELLNESS COORDINATOR** - Ms. Eskilson went over the importance of health and wellness and continues to reach out to each agency to encourage interest.

**BOARD ADVISOR** - Mr. LaMendola couches on Ms. Eskilson efforts in her outreach and stressed the importance of the wellness programs available.

**AETNA - THIRD PARTY ADMINISTRATOR** - Mr. Silverstein reviewed the paid claims for March and April 2021. He said there were 4 claims over \$50,000 for March and 2 for April. He reviewed the dashboard and noted the average speed of answer and financial accuracy metrics are below target and the necessary steps have been taken to correct those. He reviewed the Covid reporting distributed with the Agenda.

**PHARMACY NETWORK (Express Scripts)** – Mr. Colalillo reviewed the EDI report. He said the trend is down -14.9% from last year at this time. He said April and May have shown an increase in utilization compared to last year. The increase of generic utilization is what is contributing to the savings. There was no updated covid report for this meeting.

**DELTA DENTAL** – Brian Remlinger reviewed the network utilization report included in the agenda.

**MOTION TO APPROVE THE FOLLOWING RESOLUTIONS and MOTION TO APPROVE THE CONSENT AGENDA:**

**Resolution 26-21: 2020 Audit Approval:**

**Resolution 27-21: Participation in the JCFI**

**Resolution 28-21: May and June 2021 Bills List**

<b>MOTION:</b>	Commissioner Franz
<b>SECOND:</b>	Commissioner Cavallo
<b>VOTE:</b>	9 Ayes, 0 Nays

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**PUBLIC COMMENT:** Frank Covelli thanked the executive committee for their hard work and dedication.

**MOTION TO ADJOURN:**

<b>MOTION:</b>	Commissioner Kakoleski
<b>SECOND:</b>	Commissioner Franz
<b>VOTE:</b>	Unanimous

**MEETING ADJOURNED:** 1:00 pm

**NEXT MEETING:** August 24, 2021, 12:00 PM

Jordyn DeLorenzo, Assisting Secretary

Date Prepared: August 6, 2021