

**Benefits Focus Group Minutes**  
**(1/8/03)**

Committee members, alternates and staff advisors present:

Benita Saldutti  
John Agen  
Linda McKinney  
John Glanden  
Robert Blinch-Edwards  
Stacey Monroe  
Gil Fernandez  
Andy St. John  
Joyce Dolan  
Veda Mahadi  
Linsley Pietsch  
KayKae Thomas  
Pat Horan  
Janice Cox  
Joe Munyak  
Kevin Stiff  
Casey Humpert  
Dolly Gamble  
April Bryan

John Agen called the meeting to order at 1:00 p.m., January 8, 2003. Roll was called.

The minutes from the December 11, 2003 meeting were approved with one correction. Page 3, Paragraph 3, last sentence should read "The recommendation on whether to do that should come from the Group."

Robert Blinch-Edwards passed out a two-page Draft Wellness Program - Phase I document. Attached was a sample personalized report from a health risk screening. He asked the Group to read it and make comments. He suggested that the City consider offering the screenings to the spouses as well as the employees. The cost is \$25/participant. This covers the tests and the blood work. There are classes that would follow up depending on the health screening results. The cost for workshops (Eating Well for Life, Stress Management and Health Heart Series) will be additional. Linda McKinney said that currently the City is conducting the third "Eating Well for Life" program. People are asked to pay \$25 for the course at the beginning. If they complete the entire course, their money is returned.

Screenings can be scheduled at different times and at different locations in order to make it convenient for the majority of employees. Everyone will be encouraged to participate. Covered spouses will be allowed to participate. The initial screening will be geared toward active employees and covered spouses, and then a screening for retirees will be addressed. Ms. McKinney said she would like to see the City move forward with this as soon as possible.

Kevin Stiff asked if spouses could be allowed to attend the workshops. Ms. McKinney said she thought that was a good idea as long as employees were given the first preference for openings. Retirees would also be welcome to attend.

Ms. McKinney suggested that the Group make a recommendation with the associated cost to the Director of Human Resources so he can present it to the City Manager. The City Manager has already approved the concept of the wellness plan. Benita Saldutti made the motion that the Group recommend proceeding with the Wellness Program as written and it be applied to employees, retirees and covered spouses. John Glanden seconded.

Motion carried unanimously. Mr. Blinch-Edwards will come back to the next meeting with some time schedules in terms of dates. The suggestion was made to send out the schedule with pay stubs after it is set.

Mr. Blinch-Edwards passed out a Draft brochure on "Heartburn and GERD". It is currently being reviewed by some physicians for accuracy before it is distributed. He also provided information on the Health Conference to be held in Orlando for those who were interested.

The Draft Notice of Health Plans Privacy Policy was distributed. It is being reviewed by legal counsel before it is finalized. Ms. McKinney stated that KayKae Thomas and she would be attending a HIPAA conference in January. They may attend another conference in February. Since there are some concerns with the Police Department, there is a possibility that one or two officers will also be attending one of the conferences.

Mr. Agen asked for volunteers to attend the Health conference. Kevin Stiff, Linsley Pietsch, Casey Humpert, Dolly Gamble and Stacey Monroe all expressed interest. They will check with their supervisors and then contact Ms. McKinney to make the arrangements. Only two people will be sent. Time will be paid by the department of the employee attending; the health fund will pay for the cost of the conference.

The Group's Mission statement was next item for discussion. A draft was handed out at last meeting for Group to review and revise. The revised statement is as follows:

The Benefit Focus Group is comprised of City of Sarasota employees and retirees. It was established to review medical coverage options and make recommendations regarding the City of Sarasota's healthcare plan to maintain affordable and quality coverage. The Benefit Focus Group makes their recommendations to the City Manager.

Ms. McKinney passed out the monthly comparison of costs through the month of August 2002, showing the comparison of charges incurred and paid against the past two years. The City is the only member of Healthcare Sarasota who is currently seeing negative costs.

Ms. McKinney also distributed an Actuarial Report for the health fund.

The meeting adjourned at 2:10 p.m. Next meeting is February 5, 2003, 1:00 p.m. in the City Commission Chambers.

Items for next meeting:

- Mr. Blinch-Edwards to provide schedule of possible dates for health screenings for employees and their spouses
- Approve final draft of Group's Mission Statement
- Mr. Blinch-Edwards to report on maximum number allowed in workshop classes and current schedule of classes being offered

Minutes Approved: February 5, 2003

John Agen, Chairperson