

Benefits Focus Group Minutes

(03/02/05)

(In attendance, alphabetically listed)

Note: Names listed are BFG members; non-members may attend but are not always listed.

<u>Regular Members</u>	<u>Alternate Members</u>	<u>Staff Advisors</u>	<u>Recorder</u>
John Agen	Nancy Meskimen	Robert Blinch-Edwards	Diane Vanderwest
Cleo Ammons (added today)	William Tatum	Kurt Hoverter	
Janice Cox		Linda McKinney	
Gil Fernandez			
Dolly Gamble			
John Glanden			
Pat Horan			
Bill Gaines			
Tom Laracey (added today)			
Dick Minster			
Stacey Monroe			
Louise Van Pelt			
Ed Whitehead			

Call to Order- Chairperson

John Agen called the meeting to order at 1:10 p.m., Wednesday, March 2, 2005 and asked for roll call.

Roll Call

Diane Vanderwest called the roll and recorded today, welcoming two new members of the group: Cleo Ammons of Public Works and Tom Laracey of SPD.

Approval of Minutes

John Agen called for approval of the minutes from the last meeting. The final minutes were approved as presented.

Comparison of Services for AHH & WEB TPA – Robert Blinch-Edwards

At the next meeting, Robert Blinch-Edwards will bring information comparing the services for AHH and WEB TPA.

Benefits Conference & Expo Briefing – Linda McKinney

Linda and Gil attended a health conference in Tampa last month. Linda briefed the BFG on the wellness portion from a presentation by the Wellness Council of America. Gil's presentation on CDHP, Consumer-Driven Health Plans, is summarized later in the minutes.

Linda distributed a handout entitled “Well Informed” including the Seven C’s of successful worksite wellness programs, which are:

1. Concentrating on Senior-Level Support
2. Creating a Cohesive Wellness Team
3. Collecting Data to Drive Your Health Efforts
4. Crafting an Operating Plan
5. Choosing Appropriate Interventions
6. Creating a Supportive Environment
7. Carefully Evaluating Outcomes (the subject of the “Well Informed” handout presented today)

Wellness Brainstorming – Pedometer update- Linda McKinney

Linda presented a draft for a pedometer, 10,000-step program with outlined items for the group to review accompanied by the handout entitled, “Step By Step”, a 12-week program for walking. The suggestion of a healthy 10,000 steps per days comes from the American Heart Association. The group will review the information, which included forms with pre- and post- usage surveys and evaluations, for input at the next meeting.

Linda will provide Louise Van Pelt and Nancy Meskimen each a pedometer to voluntarily use for a month trial period. The two ladies will report back to the group to critique the program.

The group will give some thought as to who shall receive a pedometer and what the guidelines should be for a pedometer program, which would include retirees. The cost for the City is \$2.35 per pedometer. If each employee receives one, approximate total cost is \$1800, of which EMI will contribute \$500-\$600 to help offset this cost in their support of employees’ wellness.

The costs for health assessments are \$20/person, including tests and hospital reports, with about 150 people participating annually.

The City’s RWS aerobics testing may be a good distribution point for the pedometers. Other ideas will be brought back to the group and discussed further.

In addition to aerobics, weight training and eating right are beneficial to your health. As we grow older, metabolism slows down and therefore, if you eat the same amount, muscle mass is lost, with no exercise. Muscle feeds on fat. Reducing fat and building muscle burns calories.

Linda advised that we would also look into weight training along with the walking program presented.

Another handout presented by Linda was from the Wellness Council of America entitled, “To Your Health”. This health info sheet will be incorporated into the City’s newsletter and distributed monthly to reach employees and retirees with health updates and ideas. Linda will give SMREA’s representative, Joe Munyaiak, a number of flyers once a month for distribution to retirees.

Benefits Conference & Expo Briefing – Gil Fernandez

The Benefits Conference & Expo last month in Tampa was also informational for Consumer-Driven Health Plan, a health reimbursement account. Gil reviewed information on this subject through a PowerPoint presentation to the group.

In this type of account, which is set up by the employer, the user can save for medical expenses over a long period of time.

Gil reviewed information on this subject explaining you have to be vested 6-10 years to be able to be in this plan. He talked about its rollover feature into the next year, if not used and emphasized that this type of plan can only be used for healthcare costs.

Kurt briefed the group on the upcoming Teamster 3-yr contract proposal pending ratification. Basic changes are for single medical coverage based on a percentage rather than \$5 per week the PBA negotiated. Also, a step schedule was introduced in the Teamster contract for the employee to move up in his classifications, via annual steps. Teamster meetings will follow the proposal, then voting, and ratification as the outcome.

Monthly Cost Review – Linda McKinney

Linda handed out and reviewed the monthly cost sheets. These will be the last paper reports handed out. Next month's will be available on the City's website. The month of November is below \$500,000, the first time in over a year. The Pharmacy cost chart shows that cost to be flat at \$120,000.

Future reports on costs from WEB TPA will probably look different and provide more in depth reporting.

Other Business

At the first of the year, new insurance cards were issued with the member changes. Be sure you are using correct dental forms when filing claims. New cards will again come out in May or June once WEB TPA replaces EMI. Allow your doctor to copy the new cards for your file.

The group discussed the idea of leasing or the purchase of a blood pressure monitor for the City, paid for by HCS. The commercial type machine would "travel" around the City from P/W, to SPD, to Fed. Bldg, to City Hall, etc. for availability to all employees who would care to use it.

Robert handed out blood pressure info/personal log cards for blood pressure, cholesterol, blood sugar and weight. High blood pressure is a serious indicator and is known as a "silent killer". Systolic of 120 and diastolic of 80 is considered normal for blood pressure readout.

Ed Whitehead asked about looking into the hiring of a nurse to work for the City. Information on the job description, work hours, etc, from the County will be brought back to the next meeting for discussion and justification. The County nurse helped administer the flu shots for the City, a couple months ago.

At the next meeting, Ed Whitehead and Gil Fernandez will bring regulations for blood borne pathogen and OSHA requirements from SPD and Public Works, respectively.

Adjournment and Next Meeting

John Agen adjourned the meeting at 2:25 p.m. The next meeting will be **Wednesday, April 6, 2005, 1:00-3:00 p.m.** in room #100 A/B/C of the Federal Building.

/dv

Minutes Approved: _____

John Agen, Chairperson, or
Benita Saldutti, Vice-Chairperson