

TML INTERGOVERNMENTAL EMPLOYEE BENEFITS POOL

Board of Trustees Meeting

April 24, 2008 @ 8:30 am and April 25, 2008 @ 8:00 am

Gaylord Texan Resort & Convention Center

1501 Gaylord Trail

Grapevine, Texas 76051

(817) 778-3000

AGENDA

I. **Organizational Items (Part I)**

- A. Call to Order
- B. Roll Call and Declaration of Quorum (**Tab A**)
- C. Minutes (**Tab B**)
 - 1. January 24, 2008
- D. TML IEBP Mission Statement, Goals, Benefit Acronyms (updated), Definitions (updated), Committees, Board of Trustees Appointed/Elected (updated), Management Board Training Update (updated), Staff Contacts, Organization Chart (updated), Staff Attendance at board meetings (updated) and Trustee Education Information (updated). (**Tab C**)
- E. Correspondence (**Tab D**)
 - 1. Request for Excused Absence
 - a. Frank Sturzl
 - 2. Metavante continues to monitor the recent card compromise event involving Hannaford Supermarkets. Debit and credit cards used for payment during the period of December 7, 2007 to March 10, 2008 *may* have been compromised
 - 3. UMR South Padre Island, June Board Meeting Attendance
 - a. Frank Vierling
 - b. Ann Lisota
 - c. Sue Varichak
 - d. Tony Hudock
 - 4. Martha Stanton Correspondence
 - 5. Cathy Fryer Correspondence
 - 6. NLC-RISC May 1-3, 2008 Meeting, Tucson, Arizona
 - 7. NLC-RISC June 3, 2008 Executive Director Curriculum Committee Meeting attendance
 - a. Anaheim, CA, June 2008
 - 8. Damaged Cables Cut Internet in Mideast
 - a. Business Continuity Plan

II. **Executive Session**

The Trustees will adjourn into Executive Session under authority of the Texas Government Code Section 551.071 (Consultation with Attorney) to receive advice from Counsel regarding other attorney-client privileged matters under authority of the Texas Government Code Section 551.074 regarding **personnel matters** and under authority of the Texas Government Code Section 551.0785 to deliberate a matter that includes a consideration of information in the medical or psychiatric records of an individual applicant for a benefit from this plan.

III. **Board Reports**

- A. Executive Committee (Joe Arisco)
 - 1. Employers On Hold
 - 2. Litigation Overview
 - 3. Right of Recovery Overview/Personal Injury Protection (PIP) Subrogation Update
 - 4. CVS|Caremark Prescription Management Litigation

IV. **Board Communication**

- A. Claim Audit Overview (**Tab E**)
 - 1. SAS 70 Preparation Audit Results
 - a. Claim Percentage of Audit should be off paid not billed dollars
 - b. Stop Loss Receipt of Refund transition to Accounting from Stop Loss Specialist
 - 2. Claim Auditor Request for Proposals
 - a. Dan Montgomery, J.D. Claim Technologies Incorporated (CTI); Des Moines, IA
 - b. Marie Pollock, VP Wolcott & Associates, Ink; Leawood, Kansas
 - 3. Internal Audit Overview
- B. Competitive Bid Proposal (**Tab F**)
 - 1. Errors and Omission Coverage
 - 2. Legislative Liaison Contract Executed
 - 3. Claim Auditor Interviews
- C. Alliance Relationship (**Tab G**)
 - 1. PEBA
 - a. National Purchasing Cooperative Due Diligence
 - b. Caremark Revised Rates/Extension of three years
 - i. Prescription Performance Metrics
 - 2. UMR
 - a. Workflow Disruption
 - b. Phase III
 - c. Financial Errors
 - d. TML IEBP's Direct Relationships
 - 3. UMR Strategic Purchasing Cooperative
 - a. MRI
 - b. Electronic Fund Transfers
 - c. On-Line Enrollment
 - d. HealthX
- D. Preferred Provider Network Information Oct – Feb 2008 (**Proprietary Information Packet**)
 - 1. Network Savings
 - 2. iCES Savings
- E. Pharmacy Benefit Manager Overview (**Tab H**)
- F. Underwriting Year to Date Overview (**Tab I**)
 - 1. Turnaround Time
 - 2. Loss Ratio
 - 3. Area Factors
 - 4. Cost Projections
 - 5. Trend
 - 6. Fixed Fees
 - 7. Net Income Overview

8. Underwriting Loss/Gain
 9. High Dollar Equity
 - a. Threshold
 10. Reserve History
 11. Reserve Factors
 12. Stability Fund
 - a. Tobacco Settlement
 - b. Threshold
 13. Reinsurance
 14. Investment
 15. Network Discounts & iCES (Proprietary Packet)
 16. Managed Care Efficiency
 17. Replacement Ratio
 18. Stop Loss Overview
 - a. Trend
 - b. Attachment Point
 - c. Reinsurance Bad Debt Fund
 - i. Threshold
 19. Right of Recovery
 20. Collections
 21. Supplemental Benefit Contribution Overview
 22. Risk Based Capital/Adequacy of Member Equity
 - a. 2006-2007
 - b. 2007-2008
- G. Group Individual Plans (**Tab J**)
1. Plan Overview
 2. Factor Overview
 3. TMC Plan
 4. Retiree Reimbursement Account
- H. Healthy Initiative HealthPlan (**Tab K**)
1. Oct-February
 2. Prochaska Lifestyle of Change Update
 3. Co-morbidity Discussion
 4. Bariatric Overview
 5. Membership Satisfaction Survey
 6. Incentive Benefit Update
 7. Non-FDA Approved Prescriptions
 8. Healthy Initiative Reminder Letter
- I. Regional Meeting Update (**Tab L**)
1. Pool Austin
 2. ASO Austin Office
 3. Pool Deer Park
- J. Stop Loss (**Tab M**)
1. TML IEBP's appeal to denied claim
 2. TML IEBP Contract Rebuttal
 3. TDI Contract Information
- K. Technology Update (**Tab N**)
1. HP Retirement
 2. Milliman Update
- L. HIPAA Security Risk Assessment (**Tab O**)
- M. Claim Financing/Strategic Action Plan Update (**Tab P**)

The information provided to you as a TML IEBP Board Member is confidential under federal law and regulations. Divulging this information to any person other than another Board Member, the Board's General Counsel or Consultant, or TML IEBP staff without proper written authorization from the covered person is a violation of those regulations. **You should also consult with either the General Counsel or the TML IEBP Executive Director before releasing this information to anyone.**

- N. Provider Billing Trends (**Tab Q**)
 - 1. HealthSmart Correspondence
 - 2. Provider Appeals
- O. Member Communication (**Tab R**)
- P. TMRS (**Tab S**)
 - 1. Restricted Prior Service Credit
 - 2. TML IEBP Retiree Policy and Procedure
 - 3. Retiree Definition
 - a. 25 years any age
 - b. 20 years 65 years of age
 - 4. Employee Percentage 6%
 - 5. No Cost Of Leaving Adjustments
- Q. Legislative Counsel Report (**Tab T**)
- R. Legal Counsel Report
- S. Personnel (**Tab U**)
 - 1. Succession Planning
 - 2. Infrastructure Changes

V. **Action Items**

- A. TML IEBP Board will take action on the Executive Committee recommendation.
- B. TML IEBP Board will take action on the Contract for the Claim Auditor.
- C. TML IEBP Board will take action on the Preparation for the SAS 70 Audit.
- D. TML IEBP Board will take action on the Provider Network focus.
- E. TML IEBP Board will take action on the Underwriting Overview.
- F. TML IEBP Board will take action on the Group Individual Plan Option.
- G. TML IEBP Board will take action on the Healthy Initiative HealthPlan Overview.
- H. TML IEBP Board will take action on the Regional Meeting Overview.
- I. TML IEBP Board will take action on the Stop Loss Correspondence.
- J. TML IEBP Board will take action on the Technology Update.
- K. TML IEBP Board will take action on the Claim Financing.
- L. TML IEBP Board will take action on the Provider Billing Trends (Proprietary packet).
- M. TML IEBP Board will take action on the Member Communication
- N. TML IEBP Board will take action on Legislative Liaison Report.
- O. TML IEBP Board will take action on the Legal Counsel Report.
- P. TML IEBP Board will take action on the TML IEBP TMRS Update.
- Q. TML IEBP Board will take action on the Succession Personnel Items.

VI. **Staff Reports**

- A. Executive Director (**Executive Session Packet Oct-Feb**)
 - 1. 5 Months Medical, Dental, Vision
 - 2. 5 Months Claims over \$35,000, \$125,000 and \$250,000
 - 3. 5 Months Claims Paid and Adjusted
 - 4. 5 Months Plan Design Loss Ratio
 - 5. 5 Months Dollars and \$ of savings per TML Region
 - 6. 5 Months Average cost per Employee and Dependent 2006-2007

- B. Business/Administrative Services (**Tab V**)
 - 1. Accounting Overview
 - 2. 5 Months Statement of Revenues and Expenses
 - 3. 5 Months of Balance Sheet
 - 4. 5 Months of Cost Allocations
 - 5. Budget Update
 - 6. 2008-2008 Budget Committee Meeting Date
 - C. Investment Report (**Tab W**)
 - 1. Pool's growth attributable to each Money Manager
 - 2. Collection Efforts/Run-In and Run-Out Payment Update
 - 3. Transition of Funds
 - D. Human Resources (**Tab XYZ**)
 - E. Member Services (**Tab A**)
 - 1. Member Service Team Overview
 - 2. Telephone Service Goals
 - 3. Turnaround Time Goals
 - 4. Quality Management
 - 5. Medical Management
 - 6. Information Systems/Web Site Access/IS Security Update
 - F. Marketing/Benefit Services (**Tab B**)
 - 1. Net Membership Overview
 - 2. Proposal Overview
 - G. In-House Counsel (**Executive Session Packet**)
 - 1. Overview
 - 2. Right of Recovery
- VII. **Organizational Items (Part II)**
- A. 2008 Meeting Sites
 - 1. June 26-27, 2008 Sheraton Fiesta, South Padre Island, Texas
 - a. UMR Attendance has been requested
 - 2. September 25-26, 2008 Four Seasons, Las Colinas, Texas
 - B. 2009 Meeting Sites
 - 1. January 29-30, 2009 San Antonio, Texas (IRP 01/23-24 El Paso)
 - 2. April 23-24, 2009 Lost Pines, Texas (IRP 04/25-26 South Padre)
 - 3. June 25-26, 2009 South Padre Island, Texas (TCMA 06/27-29 Arlington)
 - 4. September 24-25, 2009 Las Colinas, Texas (TMHRA 09/13-14 Dallas)
 - C. 2010 Meeting Sites
 - 1. January 28-29, 2010 The Woodlands, Texas
 - 2. April 29-30, 2010 Possum Kingdom, Texas
 - 3. June 24-25, 2010 South Padre Island, Texas
 - 4. September 23-24, 2010 Las Colinas, Texas
 - D. TML Annual Conference
 - 1. 96th Annual Conference and Exhibition October 28-31, 2008
 - a. Henry B. Gonzalez Convention Center, San Antonio, Texas
 - b. Risk Pool Breakfast October 30, 2008, 7:30-8:45 a.m.
 - c. TML IEBP's Education Session "Benefits Management: Practical Strategies for Cities on October 30, 2008 from 3:30-4:45 p.m.
 - 2. October 21-23 2009 – Fort Worth, Texas
 - 3. October 27-29 2010 – Corpus Christi

- E. NLC-RISC Meetings
 - 1. May 1-3, 2008 Tucson, AZ: *TRUSTEES*
 - 2. November 5-8, 2008 Nashville, TN: *STAFF*
 - 3. May 2-9, 2009 Louisville, KY: *TRUSTEES*
 - 4. October 20-23, 2009 New Orleans: *STAFF*
 - 5. May 6-10, 2010 Location TBD: *TRUSTEES*
 - 6. October 26-29, 2010 Nashville, TN: *STAFF*
- F. TML Board Meetings
 - 1. November 7, 2008 Dallas
- G. TML IRP Board Meetings
 - 1. January 23-24, 2009 El Paso
 - 2. April 25-26, 2009 South Padre Island
- H. TCMA
 - 1. June 27-29, 2009 Arlington
 - 2. October 21-23, 2009 Fort Worth
- I. TMHRA
 - 1. February 13-15, 2009 Galveston
 - 2. May 21-23, 2009 South Padre Island
 - 3. September 13-14, 2009 Dallas

VIII. Adjourn

The Board of Trustees of the TML Intergovernmental Employee Benefits Pool reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.074 (Personnel Matters) and 551.0785 (Deliberations Involving Medical or Psychiatric Records of Individuals).