

**TML INTERGOVERNMENTAL EMPLOYEE BENEFITS POOL**

***Board of Trustees Meeting***

***June 28, 2007 @ 11:00 am and June 29, 2007 @ 8:00 am***

***Sheraton Fiesta ~ South Padre Island***

***310 Padre Boulevard***

***South Padre Island, Texas 78597***

***(956) 761-6551 ~ (956) 791-4181 Fax***

**AGENDA**

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

- A. Call to Order
- B. Roll Call and Declaration of Quorum (**Tab A**)
- C. Minutes (**Tab B**)
  - a. January 25, 2007
  - b. May 23, 2007
- D. TML IEBP Mission Statement, Goals, Benefit Acronyms, Definitions, Committees, Board of Trustees Appointed/Elected, Management Board Training Update, Staff Contacts, Open Meetings Act information, Organization Chart, **updated** Staff Attendance at board meetings and **updated** Trustee Education Information. (**Tab C**)
- E. Correspondence (**Tab D**)
  - a. US Department of Justice Victim Notification System: 1Point
  - b. 1Point article in Consumer Driven Education
  - c. LaPorte Chapter 172 Education
  - d. United teams with UMC Health System to offer clinics
  - e. AdvancePCS now known as CaremarkPCS entered into a Consent Order of Court for Injunction and Settlement
  - f. Political Subdivision Workers' Compensation Alliance (IRP participates in this alliance and they hired Ken Stevenson from the Universal Health System as their Contracting/Provider Network staff)
  - g. Bickerstaff Heath expansion
  - h. Section 125 Adjustment complete for October plan groups
  - i. Board Member's web page
    - 1. Monthend
    - 2. Loss Ratio
    - 3. Meeting Schedule
  - j. United Front Recognition

**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 pertaining to the duties of the Executive Director 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. Nominating Committee (Glen Metcalf)
- B. Executive Committee (Joe Arisco)
- C. Underwriting Committee (Larry Fields)
- D. Budget Audit/Finance Investment Committee (Richard Browning)

### IV. **Board Communication**

- A. Alliance Relationship (**Tab E**)
- B. Preferred Provider Network Information (**Proprietary Information Packet: Gross Savings vs. Network Savings**); South Texas Network update
- C. Healthy Initiative Plan (**Tab F**)
  - a. Return on Investment Reporting
  - b. Education Program
- D. Technology Upgrade (**Tab G**)
- E. TML IEBP Membership Interface (**Tab H**)
  - a. Regional Meetings
  - b. Membership Feedback
- F. Claim Financing (**Tab I**)
  - a. Claim Turnaround Time Update
    - 1. Pool
    - 2. ASO
    - 3. Claims In House
    - 4. Open Mail
    - 5. Auto Adjudication Ratio
- G. Provider Billing Trends (**Tab J**)
  - a. PHCS Appeals
  - b. LabOne/LabCard/Quest Preferred Lab Fee schedule
- H. Managed Care Efficiency (**Tab K**)
  - a. Year to Date Report
  - b. Managed Care Efficiency Transition
- I. Legal Counsel Report (**Executive Session Packet**)
  - a. Open Meetings Act Information Review
    - 1. Post notice of each meeting
      - i. post notice of each meeting at a place convenient to the public in the administrative office of the Pool Secretary of State
      - ii. provide notice of each meeting to the secretary of state
      - iii. provide notice of each meeting to the county clerk of the county in which the administrative office of the Pool is located
    - 2. Website Posting
- J. Legislative Liaison Report (**Tab L**)
  - a. Overview of Legislative Session
  - b. Bill Amendments for Chapter 172
- K. Underwriting Consultants Report
  - a. Pool and Mini-Pool Utilization Overview
  - b. Medical Trend Overview
- L. Board of Trustees Meeting Schedule
  - a. January 2009 ~
  - b. April 2009 ~
  - c. June 2009 ~
  - d. September 2009 ~
  - e. January 2010 ~

- f. April 2010 ~
- g. June 2010 ~
- h. September 21010 ~
- M. External Audit Overview (**Tab M**)
- N. HIPAA Security Audit Update (**Tab N**)
- O. Finance Education
  - a. Factors Comprising Net Income
    - 1. Operational Cost
    - 2. Change in Reserve
    - 3. High Dollar Equity Account
    - 4. IBNR
    - 5. Lag Report
    - 6. File Closed & Pending & Suspended
    - 7. Out of Network Reasonable and Customary Fee Schedule
  - b. ASO Revenue Management
  - c. Administrative Cost Overview
- P. Legal Education
  - a. Schedule Chapter 172 WebX (Need to schedule a meeting for new Board Members)

V. **Action Items**

- A. TML IEBP Board will take action on the Nominating Committee recommendation.
- B. TML IEBP Board will take action on the Executive Committee recommendation.
- C. TML IEBP Board will take action on the Underwriting and Budget/Finance Committee.
- D. TML IEBP Board will take action on the Alliance Overview.
- E. TML IEBP Board will take action on the Provider Network focus.
- F. TML IEBP Board will take action on the Healthy Initiative HealthPlan ROI Overview
- G. TML IEBP Board will take action on the Technology Upgrade.
- H. TML IEBP Board will take action on the Regional Meeting information.
- I. TML IEBP Board will take action on the Claim Financing.
- J. TML IEBP Board will take action on the Provider Billing Trends (Proprietary packet).
- K. TML IEBP Board will take action on the Managed Care Efficiency Report.
- L. TML IEBP Board will take action on External Audit Requirements.
- M. TML IEBP Board will take action on the HIPAA Security Audit overview.
- N. TML IEBP Board will take action on the Legal Counsel report.
- O. TML IEBP Board will take action on Legislative Liaison Report.
- P. TML IEBP Board will take action on Underwriting Consultant's Report.
- Q. TML IEBP Board will take action on Board Meeting Locations.
- R. TML IEBP Board will take action on Executive Director Evaluation.
- S. TML IEBP Board will take action on the Underwriting Consultant's Proposal Process.

VI. **Staff Reports**

- A. Executive Director (**Executive Session Packet**)
  - a. 8 Months Medical, Dental, Vision
  - b. 8 Months Claims over \$35,000, \$125,000 and \$250,000
  - c. 8 Months Claims Paid and Adjusted
  - d. 8 Months Plan Design Loss Ratio
  - e. 8 Months Dollars and \$ of savings per TML Region
  - f. 8 Months Average cost per Employee and Dependent 2006-2007
  - g. Protected Health Information Spreadsheet

- B. Business/Administrative Services (**Tab O**)
  - a. Accounting Overview
  - b. 7 Months Statement of Revenues and Expenses
  - c. 7 Months of Balance Sheet
  - d. 7 Months of Cost Allocations
- C. Investment Report (**Tab P**)
  - a. Pool's growth attributable to each Money Manager
  - b. Collection Efforts/Run-In and Run-Out Payment Update
  - c. Transition of Funds
- D. Human Resources (**Tab Q**)
- E. Member Services (**Tab R**)
  - a. Member Service Team Overview
  - b. Telephone Service Goals
  - c. Turnaround Time Goals
  - d. Quality Management
  - e. Medical Management
  - f. Information Systems/Web Site Access/IS Security Update
- F. Marketing/Benefit Services (**Tab S**)
  - a. Net Membership Overview
  - b. Proposal Overview
- G. In-House Counsel (**Executive Session Packet**)
  - a. Overview
  - b. Right of Recovery

VII. **Organizational Items (Part II)**

- A. Meeting Sites
  - a. September 2007 ~ Four Season, Las Colinas, Texas
  - b. January 2008 ~ Hyatt Regency Hill Country, San Antonio, Texas
  - c. April 2008 ~ Gaylord Texan, Grapevine, Texas
  - d. June 2008 ~ Sheraton Fiesta, South Padre Island, Texas
  - e. September 2008 ~ Four Seasons, Las Colinas, Texas
- B. NLC-RISC Meetings (*dates in italics are tentative and will be confirmed by May 2005*)
  - a. *November 7-10, 2007 ~ San Diego, CA*
  - b. *May 1-3, 2008 ~ Tucson, AZ*
  - c. *November 5-8, 2008 ~ Nashville, TN*

VIII. Executive Director Evaluation

IX. 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), and 551.074 (Personnel Matters).