

**West Suburban Health Group  
Steering Committee Meeting**

Monday May 2, 2022 at 9:30 AM  
*Meeting by Virtual Participation*

**Meeting Minutes**

**Steering Committee Members in Attendance:**

Kevin Mizikar, Chair	Town of Shrewsbury
Jon Marshall	Town of Natick
Chuck Murphy-Romboletti	Town of Needham
Amy Frigulietti	Town of Wellesley

**Guests in Attendance:**

Richard Bienvenue	WSHG Treasurer
Anne Costello	WSHG Asst. Treasurer
Donna Lemoyne	Town of Wayland
William Hickey	Harvard Pilgrim Health Care (HPHC)
Mike Breen	Blue Cross Blue Shield (BCBS)
Candis Dixon	Blue Cross Blue Shield (BCBS)
Lisa Despres	Tufts Health Plan
Richard Caparso	Tufts Health Plan
Fred Winer	Tufts Health Plan
Patrick Flattery	Fallon Health
Michael Hurley	PinnacleCare Inc.
Chris Collins	CanaRx
Jim Riley	CanaRx
Carol Cormier	Gallagher Benefit Services, Inc. (GBS)
Joseph Anderson	Gallagher Benefit Services, Inc. (GBS)
Karen Quinlivan	Gallagher Benefit Services Inc. (GBS)

Chair Kevin Mizikar called the Steering Committee meeting to order at 9:32 AM.

Mr. Mizikar reminded those present that the meeting was being recorded and asked if there were any objections. There were none. Roll call was taken for voting attendees listed as:

Kevin Mizikar, Chair	Town of Shrewsbury
Chuck Murphy-Romboletti	Town of Needham
Amy Frigulietti	Town of Wellesley

**Approval of the minutes of the March 30, 2022 meeting:**

Chuck Murphy-Romboletti moved to approve the minutes of the March 30, 2022 Steering Committee meeting as presented.

Motion
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Amy Frigulietti seconded the motion.

There was a roll call vote on the motion:

Kevin Mizikar, Chair	yes
Chuck Murphy-Romboletti	yes
Amy Frigulietti	yes

The motion passed by unanimous vote.

**Treasurers report:**

Rich Bienvenue, Treasurer, did not have a report for the packet but gave an update on the transition of Treasurer from Ruth Hohenschau to himself. He said that he has obtained files from Ruth Hohenschau and he is working on updating all files into the accounting software Xero. So far, the process is working really well. Mr. Bienvenue is also working with Anne Costello on cash reconciliations and that would serve the group well for segregation of duties in regards to the annual audit.

*Jon Marshall, a voting member joined the meeting at this time.*

**Expert Medical Advice and Bill Negotiation Services- recommendation to the Board:**

Carol Cormier said that at the last Board meeting it was decided that the Steering Committee should work out the details of the timing of an RFP for Expert Medical Advice and Bill Negotiation Services. The Cape Cod Municipal Health Group initially is offering the program to the active population and then rolling to the senior population in the fall. Fred Winer suggested that the program may not work well for the senior Advantage plan population. CCMHG has a much smaller population compared to WSHG. The main thing to decide initially is going to be when to roll out the program to the active employee population and if you do or do not want to add in any of the senior population and at what time. An RFP can be issued in June with an anticipated start date of 10/01.

Chuck Murphy- Romboletti said that the October 1, date makes sense given that the schools will be back in session and it would give the group a month to get the word out. Utilization is going to be key.

John Marshall and Amy Frigulietti agreed that the 10/01/22 date sounded like the best roll out date.

Chuck Murphy- Romboletti asked about the length of the contract.

The contract is for three years. A renewal provision can be written into the RFP.

Michael Hurley of Pinnacle Care said that the three year contract has a performance guarantee. Fees are at risk and there is one to one ROI over the three year period for any clients that are over 1000 employees. They report on ROI annually. They also provide quarterly utilization reports and then at the end of that three year period if the 1 to 1 ROI isn't met, they will reimburse fees paid. They have never had to pay one out across their book of business. The ROI is generally 3.2 to one.

Kevin Mizikar said that he would like to delay the rollout to the senior population until 01/01/2023 when it might make the most sense to do so.

Carol Cormier said that there would be a lot of communication with the Benefit Administrators to give them a chance to ask questions and receive information in order to get the word out. Meetings can be set up as they were with CCMHG.

Ms. Cormier also announced that she would be retiring at the end of June after 31 years of service. Joe Anderson will be taking over but the RFP can be issued in June as planned.

Jon Marshall motioned that the WSHG move forward with a recommendation to the Board that an RFP be issued to solicit proposals for expert medical advice and bill negotiation services.

Motion

Chuck Murphy- Romboletti seconded the motion. There was a roll call vote.

Kevin Mizikar, Chair	yes
Jon Marshall	yes
Chuck Murphy-Romboletti	yes
Amy Frigulietti	yes

The motion passed by unanimous vote.

#### **Open Enrollment activities and issues:**

Joe Anderson said that there are items that pop up in a transition like the Fallon departure. When items have been brought up with Blue Cross they have been efforting the advance resolution of these issues. Needham has opted for a positive enrollment. The data transfer will happen in late May. Harvard Pilgrim went on record to voice their frustration that Fallon members were directly mapped to Blue Cross as part of the financially modeled transition solution. All the carriers have been well represented at open enrollment fairs and members have retained the option to switch to those carriers.

Jon Marshall said that Natick had a health fair on Wednesday and is closing out open enrollment on the 13<sup>th</sup>.

Kevin Mizikar said that they have increased participation on the high deductible plans due to contribution strategies making them more attractive.

#### **Other Business:**

The next WSHG Board meeting was tentatively scheduled for May 24<sup>th</sup>. Members will be polled to find out which time works best.

There was no other business.

Chuck Murphy-Romboletti motioned to adjourn.

Motion

Amy Frigulietti seconded the motion.

There was a roll call on the motion.

Kevin Mizikar	yes
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*WSHG Steering Committee Meeting, May 2, 2022*

Jon Marshall	yes
Chuck Murphy-Romboletti	yes
Amy Frigulietti	yes

The motion to adjourn passed by unanimous vote.

Chair Kevin Mizikar adjourned the meeting at 10:18 A.M.

*Prepared by Karen Quinlivan  
Gallagher Benefit Services, Inc. (GBS)*