

Hardee School District
Insurance Review Committee
Meeting Minutes
December 15, 2022

Present:

R.J. Decoteau
Heather Lane
Angela Spornraft
Meredith Durastanti
Stuart Durastanti
Greg Harrelson
Michele Polk, Chair
Mark Gilliard
Stacy Sharp
Marie Dasher

Derren Bryan, Avail Benefits
Nicole Leal, Avail Benefits
Michael Watkins, Acentria
Crystal McMullen, Acentria/ Albritton Insurance virtually
Jonathan Jallad, Acentria

Location: District Training Center at 230 S. Florida Avenue in Wauchula.

I. Call to Order: 4:02 PM

II. Approval of Minutes. Dr. Michele Polk, passed out an agenda for this meeting and minutes of the prior meeting on November 29, 2022. Dr. Polk then allowed time for the members to read and review the minutes. On a motion by Angela Spornraft and a second by R.J. Decoteau, the Committee unanimously approved minutes from the November 29, 2022 Insurance Review Committee meeting.

III. Update on Committee Members. At the last committee meeting, it was noted that each voting member has a designated alternate except the School Board. Mark Gilliard is the School Board voting member. Marie Dasher volunteered to be the School Board member alternate. No vote.

IV. Update from Broker. Michael Watkins gave an update on staffing at the Wauchula office. A registered nurse has been hired as Health and Wellness Director with a January 3, 2023 start date. A local person was recently offered the position of Account Manager.

Crystal McMullen addressed a question posed at the November 29, 2022 Insurance Review Committee meeting on premiums paid. On the *Premiums vs. Claims Incurred including IBNR* handout, the September 2021 premium was about \$175,000 lower than other months presented. Ms. McMullen noted the lower premium was due to a wellness credit and a credit for purchasing card rebates. United Healthcare underwriting will back out those credits when calculating our medical loss ratio and the credits will not affect our renewal.

Ms. McMullen addressed a question posed at the prior Insurance Review Committee meeting on fitness devices, Motion and frequency-intensity-tenacity (FIT). United Healthcare/ Motion does not intend to upgrade or change the baseline device; it will continue to not be FIT compliant. The devices should sync periodically by themselves. At present, there is no remedy to employees who bought a FIT-compliant device that no longer shows FIT.

R.J. Decoteau asked if a survey could be sent out to employees, possibly by Wellness Champions, to determine how many employees are having difficulty with their fitness device. The survey could ask the following:

- Which fitness device do they use?
- Are they satisfied with the device?
- Any problems?
- If they quit using the device, why?

Meredith Durastanti offered to design the survey.

No vote.

V. a. Procurement Process- Key Reminders. Dr. Polk reminded members that Avail Benefits recommends that the committee consider broker services first, before any consideration of insurance carrier. Derren Bryan from Avail Benefits told members that with open enrollment in August, an agent/ broker needs to be ready and in place by June to be ready to help with renewal and some services by August. Thus, if the committee decides to procure agent/ broker services for 2023-24, we will need to start the process in January 2023.

The School District's current contract with Acentria/ Albritton Insurance has a 180-day termination notice clause. If notice was given in January 2023, the termination would be effective July 1. If the agent of record changes, United Healthcare monthly commissions will change to the new agent/ broker. It is common for the change to coincide with the insurance plan year (October 1 start) so that services will continue until September 30. It is also common for a new agent to work without a commission, possibly in July, August and September, until the commissions start in October. No vote.

V. b. Procurement Process- Consider Broker Services. Dr. Polk asked members if they wanted to go to market for broker services, currently performed by Acentria/ Albritton Insurance. Mr. Gilliard commented that with the change in ownership and personnel at Albritton Insurance, it is a good opportunity to go to market. It will show employees that the Insurance Review Committee is doing all it can to get the best insurance that we can afford. Mrs. Lane commented that we have nothing to lose by comparing and it will show employees what services the agent/ broker provides as part of the insurance premiums. After meaningful discussion by committee members, Mark Gilliard made a motion to go to market for agent/ broker services with a second by Stuart Durastanti. The motion passed unanimously (5-0).

As a result of the vote, Mr. Bryan offered that Avail Benefits could perform a "contract audit", noting what services are in the current contract with Albritton Insurance and if such services are happening or not. The contract audit could be a starting point to determine which agent/ broker services we want or need, possibly adding other new services. Committee members were in favor of Avail Benefits performing a contract audit. No vote. Mr. Bryan asked committee members to review the current Consulting Services Agreement with Albritton Insurance before the next meeting. In the Agreement, Exhibit A lists services. Dr. Polk offered to email the Consulting Services Agreement to members.

Next, Mr. Bryan explained to committee members the differences between going to market for agent/ broker services by request for proposal (RFP) or by invitation to negotiate (ITN).

- RFP- More defined, bid specifications are better known, tighter time line, negotiate with #1 ranked proposer. If negotiations are unsuccessful with #1 ranked, proceed to #2 ranked and so on.
 - ITN- May take 30- 60 days longer than an RFP process. Allows more leeway for negotiations.
- The process needs to be completed by April or May 2023. No vote.

VI. Next Meeting. Tuesday, January 10, 2023 at 4:00 PM at the District Training Center. This meeting will focus on the results of Avail Benefits' contract audit and selection of an RFP or ITN method to go to market for agent/ broker services.

VII. Adjourn. 4:47 PM