

**Healthcare Cost Containment Committee Minutes**  
**February 6, 2013**  
**3:30 p.m. to 5:00 p.m.**

**Attendees:** Debie Clayton, Karen Bonin, Marge Chiafery, Sandi Eherenman, Sharon Putney, Sue Robinson, Kim DeMaso, Linda Murgo, Tim Parsons, Linda Freeman, Marsha McGill

**1. Approval of January 8, 2013**

Karen Bonin moved (seconded by Sandi Eherenman) to approve the January 8, 2013 minutes.

The motion passed 11-0-0.

**2. Initial Comments after the First Day of the OntheMark Assessment**

The OntheMark Assessment Team consisted of Tim Parsons from the Local Government and Carrie Cruess from Onlife Health, Inc. Tim Parsons and Carrie Cruess participated in a Leadership Team focus group in the morning. The afternoon began with lunch at the middle school followed by tours at Merrimack Middle School and Merrimack High School.

Tim Parsons reported that district employees were knowledgeable about wellness benefits available to them. Tim Parsons and Carrie Cruess would be available to promote wellness benefits at future faculty meetings.

Tim Parsons reported that the Assessment Team noticed different expectations for students than for staff with regards to healthy food choices. He cited the vending machines as one example. The expectations should be the same for both groups. He recommended the accessibility of soda in vending machines be reduced.

The Assessment Team noticed the access to safe walking areas surrounding several school facilities. Examples included Grater Woods at the middle school and the sidewalks near Merrimack High School, Special Services Office, Central Office and the James Masticola Complex.

The Assessment Team acknowledged the mentoring program throughout the district.

The Assessment Team felt that Merrimack Middle School was a comfortable and welcoming environment.

Tim Parsons thanked Linda Hastings for a very thorough tour at the middle school and high school.

Other observations by the Assessment Team included:

- Close proximity of local fitness centers to several schools.
- Many individuals bring prepared lunches from home.
- Staff who sit at desks most of the day have ergonomic equipment.
- Faculty rooms are appropriate in size.
- Staff have access to school nurses.

The Leadership Focus Group revealed inconsistency among the schools. Tim Parsons suggested that the Healthcare Cost Containment Committee create a mission statement and develop goals that would promote programs offered through the Local Government Center.

Tim Parsons reported that the first day of the OntheMark Assessment was very productive. He will provide the committee with a complete report in March.

### **3. Healthcare Participation Rate for January**

Tim Parsons reported that 1,217 individuals are eligible to complete the Health Analysis Survey. The Health Analysis completion rate for January 2013 was 30% (362 individuals). Nine individuals are currently participating in the Health Coaching program.

Tim Parsons will ask Carrie Creuss if the retiree category was a major factor in the Health Analysis Survey completion rate for December 2012 which increased by 2%.

### **4. Focus for February to Increase Survey Participation**

Tim Parsons will deliver a \$500 check to the Merrimack School District for Christine Soucy's participation in the Health and Safety Coordinator Academy Conference in January.

Other incentives from the Local Government Center include a \$250 check to districts that reach a health analysis completion rate greater than 65%. There is a \$500 incentive for the district with the highest number of biometric screening site participants. Tim Parsons will promote the Merrimack High School biometric screening site by distributing large mock \$50 bills and posters to central office, town hall, the police department and the fire department.

Linda Freeman and Karen Bonin reported that the faculty at James Masticola Elementary School received a demonstration of how to access the Onlife portal during a faculty meeting. They also promoted the online health coaching option.

It was determined that computer access will be provided to staff that do not have access to a computer during the day such as custodians and lunch workers so that they can complete their Health Analysis Survey. Maintenance Director Tom Touseau and Assistant Maintenance Director Mike Dumais will be contacted to promote this effort.

It was noted that this is the last year individuals can request a paper copy of the Health Analysis Survey.

Suggestions for how to motivate individuals to complete the Health Analysis Survey during February were:

- Send out a district-wide e-mail reminder
- Inform staff that the district's completion rate on the Health Analysis Survey was 30%
- Emphasize that the Health Analysis Survey is the first step to other monetary incentives and health benefits.
- Create a flow chart that clearly defines health benefits and the required processes to access those benefits.
- Promote quarterly gift card drawings.

The meeting adjourned at 4:30 p.m.

## 2012-2013 School Year Meeting Dates

<b>Meeting Date</b>	<b>Refreshments</b>
March 6, 2013	Marge Chiafery and Sandy Swanson
April 3, 2013	Sandi Eherenman and Susan Robinson
May 1, 2013	George Markwell
June 5, 2013	Debie Clayton and Tim Parsons