

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

**Attendees:** Marsha McGill, Linda Freeman, Debie Clayton, Karen Bonin, Linda Murgo, Ray Blank, Carolyn Belfiore, Sue Robinson, Kim Demaso, Sharon Putney, Marge Chiafery, Bob Gidari, Linda Hastings, Tim Parsons, Carl Wagner a Health and Safety Advisor from the Local Government Center

**1. Approval of March 6, 2013 Minutes**

Carolyn Belfiore moved (seconded by Karen Bonin) to approve the March 6, 2013 minutes with one amendment.

The motion passed 11-0-1 with Linda Freeman abstaining.

Not all committee members were present during the vote.

**2. Biometric Screening on April 9**

Tim Parsons reported that many individuals signed up for the biometric screening at Merrimack High School which resulted in the need for an additional station.

**3. OnTheMark Assessment Report**

Tim Parsons of the Local Government Center and Sheri Hoeldtke from OnLife Health (via a conference call) reported the outcome of the OnTheMark Assessment.

The purpose of the assessment was to develop and recommend a wellness strategy for the Merrimack School District.

Merrimack School District scored a WellScore of 56 compared to the average OnLife Book of Business WellScore of 37. Merrimack's anticipated score of 83 is the expected score at the end of the next 12 months if the District were to implement some of the recommended program strategies.

The OnTheMark Assessment recommended a progressive three-year wellness program strategy for the Merrimack School District. The recommendation was based on the information collected through the data request, administration interview, employee focus group and physical environment walk through.

Recommended Three-Year Wellness Strategies:

Year 1 – Obtain executive commitment, establish a wellness champion network and a cross departmental wellness committee, and develop an evaluation and reporting plan. Expand outreach to custodial staff, paraeducators and lunch room staff.

Year 2 – Continue all of year one strategies plus consider health and wellness policy changes, implement healthy vending eating options for staff, and implement wellness related workshops.

Year 3 – Continue year one and year two strategies plus implement social media engagement strategy, ensure staff has the ability to participate in wellness activities during workday.

Recommended Approach:

1. Establish a location-based wellness champion network and cross departmental wellness committee across the organization.
2. Implement formal written policies and procedures for wellness.
3. Incorporate wellness vision into company mission statement.
4. Define incentive program to drive program engagement.
5. Identify critical metrics and a plan for an ongoing program evaluation.

Comments:

- Post the list of eligible activities and ineligible activities.
- A wellness champion network consists of motivated individuals who communicate various wellness initiatives to staff.
- Pursue a district wide wellness calendar.
- Create a Healthcare Cost Containment Committee mission statement for use by 2013-14.
- Use holidays and events as themes for wellness activities.

**4. Health Analysis Survey Participation for March**

Tim Parsons reported 66 individuals completed their Health Assessment surveys during the past seven days. The Health Assessment completion rate for March reached 59%.

Computers and staff assistance were made available to employees who do not have access to computers during their work hours. Computers will also be available at the biometric screening for individuals to complete their Health Assessment survey.

Biometrics can be obtained without completing the Health Assessment survey; however, the \$50 incentive will not be issued until the Health Assessment is complete.

**5. Health Insurance Rate for 2013-2014 and Calculation Variables**

Debie Clayton announced the health insurance rate for 2013-14 will be 2.8% compared to the average rate of 5.8%.

**6. Patient Protection and Affordable Care Act (PPACA)**

Debie Clayton spoke about the Patient Protection and Affordable Care Act (PPACA). She explained that the PPACA is a complicated document and that she would provide the committee with details over time. The Local Government Center’s web site has a link to the PPACA.

Patient Protection and Affordable Care Act (PPACA) highlights:

- Statements of Benefit Coverage need to be provided to employees electronically, by the end of April, for their consideration prior to open enrollment.
- Beginning July 1, 2013 all generic contraceptives for women will not require a co pay.
- Health insurance plans must be made available to employees who work 30 hours or more.

**Next meeting:** The next meeting will be held at Thorntons Ferry Elementary School. A trail walk is planned at the site.

**2012-2013 School Year Meeting Dates**

<b>Meeting Date</b>	<b>Refreshments</b>
May 1, 2013 at TFS	George Markwell and Marsha McGill
June 5, 2013	Tim Parsons and Debie Clayton