

Healthcare Cost Containment Committee Minutes
December 4, 2013
3:30 p.m. to 5:00 p.m.

Attendees: Carolyn Belfiore, Sue Robinson, Carol Smith, Nick Coler, Tim Parsons, Marge Chiafery, Linda Freeman, Karen Bonin, Christine Soucy, Linda Murgo, Marsha McGill, George Markwell

1. Approval of November 6, 2013 Minutes

Nick Coler moved (seconded by Karen Bonin) to approve the November 6, 2013 minutes.

The motion passed 8-0-2 with Marsha McGill and Carolyn Belfiore abstaining. Not all members were present for the vote.

2. Health Assessment (HA) Rate for November

Representatives reported individuals and/or spouses from the upper elementary school, middle school and high school completed the health assessment in November.

Tim Parsons reported the Health Assessment completion rate for November was 66% (rounded down from 66.4%). He reported one percentage point is equivalent to approximately thirteen individuals. The number fluctuates month to month because the number of eligible individuals changes monthly.

3. Strategies to Increase HA Rate for December

Marge Chiafery will discuss the desire to provide time for the maintenance staff to complete the Health Assessment Survey with Tom Touseau.

Building representatives offered to assist custodians that work in their buildings in completing the Health Assessment survey.

Sandy Swanson highlighted a situation where an individual provided survey assistance to another person without realizing how much help, confidentiality and trust was required. It was an uncomfortable situation for both individuals.

It was suggested that it may be more appropriate for school nurses to assist with completing the survey. Computers could be made available in the nurse's office for the custodial staff to use to complete the survey during parent conferences.

Paper copies of the survey will not be an option as of January 1, 2014.

Parent conference times might be a period of time for custodians to complete the survey. Nurses' offices would be available for the custodians to use.

Another suggestion was to provide the maintenance staff with an opportunity to complete the survey during the calendar year when the director of maintenance calls them all together.

Tim Parsons clarified that biometric numbers submitted from now through the end of December will be applied to 2014.

4. Goals for 2014 and Utilization of Funds

Tim Parsons, Christine Soucy, Linda Freeman, Nick Coler and Bob Gidari met to create two goals for the committee's consideration and to recommend ways to utilize \$500 of the \$750 received from the HealthTrust for wellness purposes.

Tim Parsons reported the subcommittee spent the most time discussing ways to spend \$500 on a wellness effort that would include the greatest number of employees. The subcommittee recommended a train the trainer type program for next year.

Another recommendation was to have a healthcare advocate at each building to foster the Health Assessment Survey and other incentives, Compass Smart Shopper success stories and other wellness efforts.

Staff in all buildings should be aware of the Healthcare Cost Containment Committee and its focus efforts. Posters containing the mission statement, vision statement and goals for 2014 will be hung in faculty rooms in January.

Committee members agreed that the District Wellness Committee should be in receipt of the \$750 which would be distributed proportionately to the wellness committees of each school to be used for wellness activities.

Marge Chiafery will invite Rick Greenier, chairman of the District Wellness Committee and physical education teacher at James Mastricola Upper Elementary School to attend the January meeting.

Mr. Greenier will be asked at a future date to report to the Healthcare Cost Containment Committee how the school wellness teams will use the funds.

Food Service Director Dave Dziki will also be invited to the January meeting.

Marge Chiafery will ask Matt Shevenell to calculate the apportionment of funds for the six schools.

Marge Chiafery asked Tim Parsons to recommend two goals for the committee based on the discussion held.

Tim Parsons noted that the Healthcare Cost Containment Committee was the first group to devote a goodly amount of time deciding how to disperse the money received from the HealthTrust.

Other ideas for how to utilize the \$750 were:

- Ongoing maintenance for the Thorntons Ferry Elementary School trail
- Creation of salad bars for the remote schools where the cooking is not done on site
- A one hour workshop after school relative to weight loss, nutrition and/or stress.

Tim Parsons offered to search resources for private grants that might accommodate the suggestions listed above. He emphasized that he cannot write the grant but can assist.

Carol Smith suggested asking a Scout or the Interact Club to assist with the trail maintenance at Thorntons Ferry.

Linda Freeman offered to forward any small grant applications from the nurses' association.

5. Initial Preparation for January Promotion of Health Assessment Completion to Match Mailing

The 2014 Slice of Life material will look like the 2013 material. The envelope will display the HealthTrust and the OnLife logos.

New features of the 2014 Slice of Life program will require self-reported activity on the web portal rather than with the traditional paper form. Points will be issued based on web portal usage. There will be more opportunities to qualify for the Visa card sweepstakes.

Tim Parsons reported that the Merrimack School District has had a winner from each quarterly Visa card sweepstake drawing.

6. Topics for 2014

Marge Chiafery asked committee members to consider wellness topics they would like to learn more about in 2014.

2013-2014 School Year Meeting Dates

Meeting Date	Refreshments
January 8	Carolyn Belfiore, Kim DeMaso
February 5	Linda Freeman, Karen Bonin
March 5	
April 2	
May 7	Marge Chiafery, Sandy Swanson
June 4	Debie Clayton, Tim Parsons