

**Healthcare Cost Containment Committee Minutes
November 6, 2019
3:30 p.m. to 5:00 p.m.**

Attendees: Peter Bergeron, Debie Clayton, Shawn Croteau, Kim DeMaso, Ashley Dennis, Mary Ethier, Kelly Grassini, Rick Greenier, Jennifer Lavigne, Marsha McGill, Brandi Nunez, Christine Soucy, Sandy Swanson, Paula Williams, Melissa Gagne

1. Introduction of Human Resource Manager and Human Resource Coordinator

Human Resource Manager Melissa Gagne and Human Resource Coordinator Paula Williams were introduced. They plan to alternate attendance.

2. Approval of October 2, 2019 Minutes

The first paragraph of Health and Dental Insurance and Rate Process needs rewording.

Mary Ethier moved (seconded by Peter Bergeron) to approve the October 2, 2019 minutes as amended.

The motion passed 10-0-4 with Ashley Dennis, Brandi Nunez, Paula Williams and Melissa Gagne abstaining.

3. Biometric Screening and Health Assessment Participation

a) Rate for October

The Biometric Screening participation rate for October increased to 21% the Health Assessment rate increased to 40% and the percentage of people tracking activities increased to 44%.

The 2019 biometric screening closes November 30, 2019. Biometric screenings beginning December 1 will be applied to 2020.

Individuals will be able to complete the 2019 Health Assessment through December 31, 2019.

b) Promotion Strategies for November

- Biometric Screenings
- Health Assessment Survey

4. Flexible Spending Cycle Change

Open enrollment for the Flexible Spending Accounts (FSA) will be held during the first week of December. Enrollment will be for a six-month period (January 2020 to June 2020). Individuals will be limited to ½ of the annual amounts for the six-month period.

The one-time adjustment will align the Flexible Spending Accounts open enrollment with health and dental open enrollments.

5. 2020 HealthTrust Slice of Life Programs

The 2020 HealthTrust Slice of Life Programs will remain the same with one exception. Participants will have a choice of a \$100 discount towards the purchase of a blood pressure cuff or an activity tracker.

The HealthTrust employee portal has a new look. It features a secure message center for enrollees, a Delta Dental title and access to Flexible Spending Accounts.

6. Response to Gift Card Receipt Question

Debie Clayton will assist Kelly Grassini on behalf of an individual who received a suspicious looking invoice.

7. Key Messages

- The 2019 biometric screenings close on November 30, 2019.
- The 2020 biometric screenings will begin December 1, 2019.
- Flexible Spending open enrollment sessions will be held during the first week in December.
- The last day to complete the 2019 Health Assessment is December 31, 2019.

The next meeting will be December 11.

The meeting adjourned at 4:10 p.m.

2019-2020 School Year Meeting Dates

Meeting Date	Refreshments
January 8, 2020	Kelly Grassini, Brandi Nunez
February 5, 2020	Christine Soucy, Mary Ethier
March 11, 2020	Jen Lavigne, Marsha McGill
April 1, 2020	Marsha McGill/Melissa Gagne
May 13, 2020	Tammy O'Connor, Linda Dimakis
June 3, 2020	Debie Clayton, Ashley Dennis