

Minutes of the Health Insurance Trustee Meeting
May 24, 2012
8:00 a.m.
JH/CO Conference Room

Members Present: Bob Evans, Tess Summers, Kim McOsker and John Murray

Also Present: Ruth Cvitkovich, Peter Savage, Pat Harris, John Petersen and Marie Altieri.

The meeting was called to order at 8:05 by Chairman Evans.

Approval of Minutes: The minutes of the April 26, 2012 meeting were approved as written.

Election of Officers: On Mr. Murray's motion, seconded by Ms. Summers, the trustees unanimously VOTED Bob Evans to serve as Chair for FY13. On Mr. Murray's motion, seconded by Ms. McOsker, the trustees unanimously VOTED Sharon Summers to serve as Secretary for FY13.

Cash Flow Report: Mr. Savage presented the monthly cash flow by summary and detail by carrier. These reports state a revised deficit of \$594K to date. Mr. Savage reported claims reimbursement of \$320,000 is due the trust. After the claims reimbursement is applied, the deficit would be approximately \$275K for the year. For FY13 Mr. Savage projects the plan design changes should provide some reduction in total claims.

There was discussion on the June 30 reporting stated in the municipal health reform legislation. Mr. Murray stated the reporting process can be performed either by the individual entities or by the trust. No action was taken on this item.

Review Audit Proposals: The following three proposals were received:

**Acton Health Insurance Trust
Proposals Received for Audit Services**

<i>Vendor</i>	<i>2012</i>	<i>2013</i>	<i>2014</i>
Melanson Heath & Co., PC	\$ 9,500.00	\$ 9,750.00	\$ 9,800.00
Malloy, Lynch, Bienvenue, LLP	\$ 7,800.00	\$ 7,800.00	\$ 8,000.00
Bill Fraher, CPA*	\$10,300.00	\$10,600.00	\$11,000.00

*auditor since 2004

The trustees discussed the proposals that were received, and asked Ms. Summers to contact Bill Fraher concerning the amount of his proposal, and report back at the next meeting.

Cook and Company Contract: Mr. Murray reported that he had not completed the recommendation on service requirements, and asked that the trustees extend the contract decision for one month. On Mr. Murray's motion, seconded by Ms. Summers, the trustees VOTED unanimously to extend the decision on the contract for an additional month.

Mr. Petersen requested that the Income Statements presented by Borgatti Harrison include a breakdown of HMO revenues and expenses to directly compare with Cook and Co worksheets. The trustees asked Ms. Summers to contact BH regarding making this change.

Marie Altieri asked if a school support personnel could be used to take minutes of the trustees meetings. She stated that minutes would then be presented to Ms. Summers who would forward to the trustees. It was determined that there would be a charge to the trust for this service. There was not a decision on this matter.

It was suggested that the Acton Health Insurance Trust minutes be linked from Town of Acton to the Regional School web page.

Mr. Murray asked the trustees to consider having the trust agreement reviewed by Town Counsel. This has not been done since the agreement was established in 2003. Ms. McOsker stated that a five year review of the agreement is appropriate. The trustees asked Mr. Murray to negotiate a price with Town Counsel and report back at the next meeting.

Next Meeting Date: The next meeting was scheduled for June 29 at 8 a.m. at the JH Central Office Conference Room.

The meeting was adjourned at 8:45 a.m.

Respectfully submitted,

Sharon Summers, Secretary