



City of Duluth  
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Duluth Joint Powers Enterprise Trust  
Board of Trustees Minutes Meeting  
Wednesday, July 19, 2023 at 11:00 am

**Board Members Present:** Jill Keppers, Noah Schuchman, Tom Werner

**Others Present:** Jodi Amundson, Josh Bailey, Joelle Bodin, Jen Carlson, Karla Culhane, Keely Downs, Angel Hohenstein, Chris Kibler, Paul Gucinski, Steve Hanke, Lauren Schuette, Matt Silverness, Rebecca St George, Ben VanTassel, Tammie Walsh, Wendy Wohlwend, Diane Schlossin

**Brown & Brown** - Jodie Elder

Chair Noah Schuchman called the meeting to order at 11:03 a.m. Introductions were made.

**Approval of Minutes:** Motion to approve the May 24, 2023 minutes. Motion by Jill Keppers; seconded by Tom Werner. Approved.

**Treasurer's Report:**

Josh Bailey reviewed the financial statement for June 2023. Health Plan revenues were over budget by \$330,123.92 or 2.01%. Health Plan expenses were under budget by \$1,606,556.94 or 9.78%.

The Income Statement for Healthcare showed a reserve balance of \$13,701,344 as of June 30, 2023. Dental showed a reserve of \$503,130 as of June 30, 2023.

**New Business:**

1. Discuss Annual Carrier Meeting

The topic of the annual carrier meeting and time allowed for each carrier to present was discussed. Comments included that the information is an overview of the past year and less concerned about the time allowed and more concerned about the content.

2. DJPE Trust Reserve Development, Jodi Elder, Brown & Brown

- A. Statue in MN governs how any two or more public sector employers may jointly self-insure and establish a trust to include Stop Loss coverage.
- B. Considerations to include in Trust Balance – Annual Trend, DJPE Expected Plan Cost, Additional Reserve
- C. DJPE IBNR Analysis – Current IBNR Estimate \$1,981,555 12 Month IBNR Percentage 8.75%
- D. 2023 Medical Renewal – City budget 10% increase; Medica Contractual Expected Cost increase 22.3% Risk Corridor (Max vs Expected \$5,968,962).
- E. DJPE Fund Account – Total Recommended Fund Balance is four months; 2023 recommended fund balance is 10,473,541. Dental recommended fund balance is two months; 2023 recommended fund balance is \$176,269.

Discussion was held and a question was asked if Brown & Brown could go back 5-6 years to capture a larger snapshot of the trust balance.

**Wellness Report:**

1. Wellness Committee – asking for feedback and changes to the Health Fair by survey
2. Flu Shots are being set up for the fall
3. Wellbeing Program – employee engagement has stabilized – looking for changes and feedback for 2024-2025 Wellbeing Program
4. Feedback from Running Shoes event was favorable and wondering if that event could be held again in the future.

Discussion was held on rate setting for the September meeting. JPE Board Members requested to schedule a special August meeting to discuss and look at preliminary numbers prior to the September meeting.

Motion to adjourn by Tom Werner; seconded by Jill Keppers. Approved. Meeting adjourned at 11:30 a.m.

Next meeting: Wednesday, September 20, 2023 at 11:00 am – City Hall Conference Room 330

Minutes respectfully submitted by,

Diane Schlossin  
Human Resources Technician  
City of Duluth