

**DULUTH JOINT POWERS ENTERPRISE TRUST  
BOARD OF TRUSTEES MEETING MINUTES  
Wednesday, March 25, 2015**

**Board Members Present:** Rick Ball, David Montgomery, Tom Werner, Dan Russell  
**Others Present:** Wayne Parson, Sonda Strom Larson, Shannon Sweeney, Carla Schneider, Joelle Bodin, Erik Roadfeldt, Theresa Severance, Ramona McCree, Todd Hanson

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Chair Montgomery called the meeting to order at 9:48 a.m.

**Approval of Minutes:** The January 14, 2015, Minutes were approved. Motion by Russell, second by Werner. MC

**Treasurer's Report**

- Wayne Parson reviewed the financial statements through February 29, 2015. The Income Statement for Healthcare showed a net increase of \$60,933.38 with a reserve of \$7,405,100.38. Dental showed net loss of \$2,410.44 and the reserve at \$148,032.56.

**Wellness Update**

- Shannon Sweeney informed us that the Wellness Coordinator has been hired. Her name is Angel Hohenstein. She starts April 20<sup>th</sup>.
- The Lose Weight in 8 challenge started and will end in March; as of today 18 people have lost 65 lbs.
- It's Cancer Screening Awareness Month; April is National Financial Literacy Month; May is National Bike Month
- The Wellness Fair is scheduled for November 10, 2015
- Open Enrollment is scheduled for November 7 - 16

**Urgent Benefit Exception Request**

- There was a request in February for an out-of-network request which was previously conditionally approved by the Board via email which needs to be approved by the Board. Motion by Ball to approve, second by Werner. MC

**HealthPartners 2014 Performance Guarantees**

- Shannon Sweeney distributed the 2014 Medical Administrative Services Guarantee Report from HealthPartners (attached).

**CBIZ Professional Services Agreement**

- This is a three (3) year extension to the current agreement. There are no substantial changes to the agreement. This is carry us through the RFP process for insurance carriers. The HR Department has been very happy with the service that CBIZ has been providing. Motion was made by Russell to extend the agreement, second by Werner. MC

**TASC Business Associates Agreement**

- Renew of our business agreement with Genesis naming TASC as the new entity. There are no other changes. It's simply a business associate agreement. HR has been very pleased with their service. They are very user friendly. Motion by Werner to approve, second by Ball. MC

The meeting adjourned at 10:30 a.m. Ball/Werner

Next meeting: March 25, 2015, at 9:30 a.m. at the Duluth Entertainment & Convention Center.

Minutes respectfully submitted by,  
Sonda Strom Larson, Executive Assistant  
City of Duluth