



City of Duluth  
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Duluth Joint Powers Enterprise Trust  
Board of Trustees Minutes Meeting  
Wednesday, July 22, 2020

**Board Members Present:** Jill Keppers, Noah Schuchman, Tom Werner, Roger Reinert (in for Chelly Townsend)  
**Others Present:** Josh Bailey, Wendy Wohlwend, Keely Downs, Joelle Bodin, Angel Hohenstein, Rebecca St. George, Earl Stewart, Steve Hanke, Pete Johnson, Robin Roeser, Theresa Severance, Patty Gascoigne (Hays Companies), Kathi Merrill (Hays Companies), Diane Schlossin

Chair Noah Schuchman called the meeting to order at 11:00 a.m.

**Approval of Minutes:** Motion to approve the January 22, 2020 minutes. Motion by Tom Werner, second by Jill Keppers. Approved.

#### **Treasurer's Report:**

Josh Bailey reviewed the financial statements through June 30, 2020. The Income Statement for Healthcare showed a reserve balance of \$8,452,325.19. A large pharmacy rebate and shared savings program credit were received in June & contributed to positive revenue figures. Dental showed a reserve of \$370,104.53. Both funds also saw lower claim costs due to COVID-19 shutdown and slow increase of services provided since re-opening of some facilities. Motion to approve the June Treasurer's Report. Motion by Jill Keppers, seconded by Roger Reinert. Approved.

#### **New Business:**

1. Health Insurance – RFP Update  
Patty reported that Hays Companies are currently accepting RFP proposals. They have received a few proposals and reviewing those as they come in. They are on target to be ready for rate setting in September. If there are companies that have questions regarding RFP proposals they should be directed to Steve Hanke or Patty (Hays Companies).
2. Health Insurance – Eligibility Verification Audit Update  
Keely reported that the Audit began in March 2020 but due to COVID-19, it was placed on hold in April 2020. The Audit was restarted on July 13, 2020 for those that hadn't completed the audit earlier this year. The deadline is August 10, 2020. HMS has received 70% response. HMS says that the City is on target with other comparable projects. Of the 30% that haven't responded 2/3 are active employees and 1/3 retiree group.

#### **Wellness:**

1. Lunch & Learn – many done virtually since COVID-19 – recorded and available on the Bridge
2. Coffee Break Sessions – 15 minute Conversations via WebEx – beginning Thursday, August 13 at 10 am
3. Weekly Virtual Workout – beginning in September 2020 Angel will facilitate virtual workouts once/week.
4. Spring Healthy at Home Challenge had 94 participants.
5. Walk to Harmony Challenge – Walk, Run or Hike your way to Harmony MN runs through August 17, 2020

6. Virtual/Blended Mental Health First Aid Certification – Angel is still obtaining training on her certification. She is hoping to set up sessions for all JPE employees this fall. The first 2 hours are self-paced individual training and four hour in-person training. The in-person training method is unsure at this time due to access to facilities and COVID.
5. Wellbeing Program – ends Sept 30, 2020 – 125 participants Virtual visits to physician count as an option Wellbeing Program for Oct 1 – Sept 30, 2021 – Angel asked for guidance on what the program will look like.
6. Health Fair for fall – cancelled – looking to reschedule in Feb 2021 or early spring 2021
  - Seeking input on Flu Shots and what that looks like for individual facilities: DECC, HRA and City would like them available onsite (if COVID vaccine comes out to include onsite availability)
  - Seeking input on if Vendors (such as Sand Creek, HP etc.) should set up tables onsite at individual facilities. At this time, consensus was no - due to space but also careful of expenditure.
7. Omada – New Programs available – at this time is not recommended to proceed further due to COVID and Health Plan, membership cautious of costs when the future of pandemic is uncertain.

Update:

Question was asked about status of Facilitation with Admin and unions with BMS. All meetings were put on hold as Administration needed to concentrate on COVID related issues. There are no meetings scheduled at this time. Waiting to see what direction COVID takes and health fund costs and claims.

Discussion was held as to if rate setting would take more than one meeting to discuss and come to an agreement. There is so much uncertainty with costs. A suggestion was made to have an August meeting. Wayne or Josh will distribute July Financial reports at the end of August. More time and data may help the members to have information to guide them as they move forward to making important decisions.

Motion to adjourn by Tom Werner, seconded by Jill Keppers. Approved. Meeting adjourned at 11:42 a.m.

Next meeting: September 23, 2020 at 11:00 am – WebEx virtual meeting

Minutes respectfully submitted by,  
Diane Schlossin - Human Resources Assistant  
City of Duluth