

MINUTES

PUBLIC AGENCY COALITION ENTERPRISE (PACE)

EXECUTIVE COMMITTEE MEETING

December 8, 2021

2:00 pm

I. CALL TO ORDER

The meeting was called to order at 2:00 pm.

II. ROLL CALL

EXECUTIVE COMMITTEE MEMBERS:

DANVILLE, TOWN OF
LIVINGSTON, CITY OF
REGIONAL GOVERNMENT SERVICES
SUPERIOR COURT OF CA, MENDOCINO COUNTY
TRUCKEE DONNER RECREATION & PARK DISTRICT

Lani Ha, Non-Officer Member*
Lam Silva, Non-Officer Member
Jennifer Bower, **President**
Kim Turner, **Secretary/Treasurer**
David Faris, **Vice President**

MANAGERS:

KEENAN & ASSOCIATES

Peter McNamara
Christine Hough
Stacey Comerchero
Nancy Schott

OTHERS:

KEENAN & ASSOCIATES

Sam Mel-Chan
Dayna Gowan

ANTHEM

Joelle Jarmillo

*Not present.

III. PUBLIC COMMENTS

There were no public comments.

IV. APPROVAL OF AGENDA – December 8, 2021

Presented by Jennifer Bower

Action
2021-091

Motion to approve the December 8, 2021 agenda: 1. Kim Turner and 2. Lam Silva. Motion unanimously approved by the Executive Committee.

V. APPROVAL OF MINUTES – November 17, 2021 **Action**
2021-092
Presented by Jennifer Bower

Motion to approve the November 17, 2021 Minutes: 1. David Faris and 2. Lam Silva. Motion approved by the Executive Committee (3-0) although Kim Turner abstained as she did not attend the meeting.

VI. CORRESPONDENCE **Information**
2021-093
Presented by E. Peter McNamara

The 2022 stop loss renewal with Symetra; Keenan negotiated a 32% increase rather than the 55% original proposed increase. The 2022 Catilize Health/CompleteCare renewal has been signed and executed; the only change is members who utilize CompleteCare can use direct deposit.

VII. FINANCIAL

MONTHLY FINANCIAL REVIEW **Information**
2021-094
Presented by Sam Mel-Chan

The Monthly Financial Report as of November 30, 2021 was reviewed. The projected cash balance at the end of 2021 is approx. \$5,900,000.

Jennifer Bower asked if the Executive Committee would like to consider receiving the Monthly Financial Report quarterly rather than monthly. The Executive Committee agreed quarterly would be appropriate as PACE is on sound footing after becoming a standalone JPA in January 2020. Peter McNamara will provide a brief financial overview with claims information to the Executive Committee monthly and Sam will present a detailed Financial Report quarterly.

ANTHEM UPDATE **Information**
2021-095
Presented by Joelle Jarmillo

The November Anthem utilization report was not available as it hadn't been released yet. Joelle Jarmillo will review the October financial report in detail at the FB meeting on December 9, 2021.

ANCILLARY UPDATES **Information**
2021-096
Presented by E. Peter McNamara and Stacey Comerchero

The LiveHealth Online November utilization report was reviewed. Peter McNamara indicated the average hold time for a medical call/visit (approx. 7 minutes) is longer than the actual visit (approx. 6 min.) although user ratings are still high. Average rating by users is 4.9 out of 5 for both medical and mental health visits. In November there were 10 new registrations bringing the total close to 300 registrations or 25% of the PACE Anthem membership.

The November EmpiRx utilization report was not available for the meeting. EmpiRx claims in November continue to run on target as they have all of 2021.

For ConsumerMedical, Stacey Comerchero shared a short video showing customer testimonials about various ConsumerMedical services. The Executive Committee agreed the video could be shown during the Full Board Meeting on December 9, 2021 as a reminder overview of ConsumerMedical services.

WELLNESS UPDATES

Presented by Dayna Gowan

**Action
2021-097**

An update on the PACE 2021 Health Management Program was reviewed. The 2021 program ended 11/15/21 with 198 participants (11%). Out of the 198, 59 participants reached a reward level, most of whom earned the highest reward of \$125. There were 52 employees and 7 spouses who earned rewards. Dayna Gowan felt 2021 was functionally the “pilot year” for the PACE standalone wellness program as 2020 allowed points to be rolled over from the 2019 MCSIG wellness program and the biometric screening was not required.

At the December 1, 2021 Wellness Advisory Committee Meeting updates were suggested: adding a challenge all employees could participate in, whether they were enrolled in PACE, and including dependents (other than spouses) on the program. Although adding dependents is not being proposed for 2022, a meditation app will be proposed for 2022 which all employees could be eligible for. She reviewed the PACE December Wellness Newsletter, including healthy eating tips, which will be sent to PACE groups.

The WellSteps Aggregate Report showing and comparing data from the personal health assessments taken by members in 2020 and 2021 was reviewed.

The PACE 2022 Health Management Program options and budget were reviewed. Dayna Gowan suggested continuing to offer the program to PACE members and spouses (only 17 spouses participated in 2021). She recommended increasing the highest reward level from \$125 to \$150 and increasing the point structure from 9 to 12 points to earn the higher reward amount of \$150. The increased point structure includes a point for receiving a flu shot and up to three points for receiving COVID-19 vaccinations and boosters; a member could earn 4 of the 12 points from vaccinations. The behavior change challenges and biometric screening requirements will remain.

A year-round Meditation App (Wise@Work) was recommended which would be available to all agency employees. There could be one or two meditation challenges during the year.

For future consideration, Dayna Gowan suggested offering onsite biometric screenings at each agency allowing more members/spouses to meet the requirement, although requiring a member/spouse to go to the doctor to fill out the biometric screening form could prompt the doctor to discuss any concerning biometric screening numbers with the member/spouse. There are also options to provide health coaching an diabetes management in the future.

After discussion the Executive Committee agreed to increase the highest reward from \$125 to \$150 each for members and spouses. They proposed making small increases to the highest reward level over time rather than a large increase in a single year.

Peter McNamara would like to track if participation numbers increase with new members registering for the program as the reward amounts increase in 2022. If registrations for 2022 with the increase in reward amounts remain the same as in 2021, the Executive Committee may wish to consider if increasing reward amounts is an effective motivator to increasing participation.

Motion to approve the 2022 Health Management Program options as presented including a \$150 reward level and offer of a work medication app: 1. David Faris and 2. Lam Silva. Motion unanimously approved by

the Executive Committee.

Jennifer Bower suggested reviewing the rewards amount for a possible increase at the April Executive Committee Meeting to determine if an increase is warranted mid-year.

Dayna Gowan will present the approved 2022 recommendations at the February Full Board Meeting.

VIII. ADMINISTRATION

PACE NEW MEMBER ACTIVITY

Information

Presented by Christine Hough

2021-098

There were no requests received for evaluation since the last Executive Committee Meeting.

There are three new agencies joining PACE effective January 1, 2022: City of Sanger, Modoc County and Superior Court of California, Kings County.

IX. INFORMATION

EXECUTIVE COMMITTEE COMMENTS

Information

Jennifer Bower shared she will retire at the end of 2022. Christina Nygard will most likely take over the Regional Government Services primary Board Member position.

MANAGER COMMENTS

Information

Peter McNamara shared the most recent EmpiRx vaccine fact sheet will be sent to the Full Board.

Peter McNamara discussed the issue of late fees. Previously, late fees were charged each month after a late payment. During 2021, the Executive Committee discussed adding an agency's annual late fees to the renewal for the following year rather than issue late payment invoices each month. Without the assessment of late fee invoices, more agencies are paying late with the usual explanation being staff turnover resulted in the payment being missed.

Currently the late fee policy is 2% after 15 days or 5% after 30 days. The Executive Committee discussed how to better incentivize members to pay on time, at the beginning of the month. After discussion, Peter McNamara, Stacey Comerchero and Sam Mel-Chan will bring a proposal to increase on time premium payments to the January 2022 Executive Committee Meeting.

Stacey Comerchero will remind the Full Board at the December 9, 2021 meeting open enrollment changes should be input in BenefitBridge no later than December 10, 2021.

Peter McNamara would like to discuss holding an Executive Committee Strategic Planning Meeting at the January Executive Committee Meeting.

X. AGENDA ITEMS NEXT MEETING

Information

Executive Committee Members and others may suggest items for consideration at the next meeting scheduled for January 26, 2022 via Zoom.

- Quarterly Financial Review, Anthem update, LiveHealth Online update, EmpiRx update and ConsumerMedical updates.
- Executive Committee Strategic Planning Meeting – discussion of in person v. Zoom and possible time frame.
- Final PACE 2022 budget.

XI. ADJOURNMENT

The meeting was adjourned at 3:01 pm.