

BOARD OF DIRECTORS
Meeting Minutes Tuesday, September 19, 2017

Meeting Location:
Des Plaines Public Library
1501 Ellinwood Street, Des Plaines, IL 60016
847-827-5551

1) Call to Order & Roll Call

Kevin Davis called the meeting to order at 1:10 p.m.

PRESENT: Kevin Davis, Administrator of the Messenger Public Library/LIMRiCC President; Pierre Gregoire, Library Director of Frankfort Public Library/LIMRiCC Vice President; Jim Kregor, Finance Director of RAILS Library System/LIMRiCC Treasurer; Carol Kidd, Human Resource Manager of Des Plaines Public Library/LIMRiCC Secretary.

ABSENT: Jennie Mills, Director of Shorewood-Troy Public Library/LIMRiCC Trustee.

2) Introduction of Visitors / Public Comments

The following people were present for the Board Meeting: From the accounting firm of Lauterbach & Amen, LLP: Wes Levy, Ernesta Ignotaite and Margie Tannehill. Assurance Agency representatives: Scott Remmenga and Noreen Blair.

3) Consent Agenda

RESOLVED, THAT THE LIMRiCC BOARD OF DIRECTORS
APPROVE THE CONSENT AGENDA AS PRESENTED

- a. Approval of Agenda
- b. Acceptance of the LIMRiCC Board Meeting Minutes from August 15, 2017.
- c. Approval of the payment of bills for August 16 through September 19, 2017 for LIMRiCC Business Services in the amount of \$11,285.39 (Exhibit B.1).
- d. Approval of the payment of bills for August 16, 2017 through September 19, 2017 for the PHIP in the amount of \$525,052.47 (Exhibit B.2).
- e. Approval of the payment of Bills for August 16 through September 19, 2017 for the UCGA in the amount of \$6,285.64 (Exhibit B.3).
- f. Approval of Balance Sheet and Detail of Expenditures for August 2017 (Exhibit C.1 – C.6).

Motion: A motion was made by Jim Kregor and seconded by Pierre Gregoire to approve the Consent Agenda items a-f listed above.

Roll call: All Board Members present voted to approve the Consent Agenda. Items noted above.

Ayes = 4
Nays = 0
Absent = 1

- 4) Action Item #1 – An additional plan update requirement for the PPO-HDHP/HSA plan for deductibles per IRS changes beginning 1/1/18.

The IRS has increased the minimum family deductible. Prior to this increase, the threshold had not changed in several years. LIMRiCC's plan is an embedded deductible which means that one person can satisfy the deductible of \$2,600. With this change, members must meet the minimum family deductible of \$2,700.

Assurance Agency recommends increasing the PPO-HDHP/HSA deductible for single coverage to \$2,700, up from the current \$2,600 and increasing the family deductible to \$5,400, up from the current \$5,200.

Motion: A motion was made by Carol Kidd and seconded by Jim Kregor to increase the single deductible to \$2,700 and family deductible to \$5,400 for the PPO-HDHP/HSA plan.

Roll call: All Board Members present voted to approve the increase in the deductible for the PPO-HDHP/HSA to \$2,700 for single coverage and \$5,400 for family coverage.

Ayes = 4
Nays = 0
Absent = 1

- 5) Discussion Item #1 – Assurance: Financial and other updates.

The \$500 PPO plan was running at its best in August at 73%; YTD at 105%. Rx is at 24% of the total claims. The \$1,500 PPO plan had a higher month at 94%; YTD at 85% and under 20% for Rx. The HDHP was high at 149% bringing the YTD at 70% and 34% for Rx. The combined PPO's are running high at 90% YTD and at 96% for the month of August. 23% of the activity for PPO is related to pharmacy cost. Specialty medications are accounting for 1/3 of the total cost. The HMO plan had a good month at 50% for August and 78% YTD. The Rx is at 47%, a bit high. More than half the pharmacy cost is due to specialty drugs. The combined total is at 88% for August and 88% YTD, 27% is for Rx. There are 6 PPO claims totaling just under \$500,000 and 1 HMO claim at \$53,000. Those 7 claims represent 18.5% of the total claims to date.

A presentation on Medicare Part D Creditable Coverage Notice and CMS Reporting will be added to the Fall Meeting. These are two separate items, but similar. Reporting to CMS consists of going on line to the Center of Medicare and Medicaid Services and reporting the number of lives you have and reporting that your plan is creditable. Creditable means that LIMRiCC's plans are equal to or better than what Medicare Part D provides. All four of LIMRiCC's plans are creditable. Due to the demographics of LIMRiCC, it is important that these notices go out to all employees. A member must have this notice when enrolling in Medicare proving they had prior creditable coverage. If a member cannot prove they had creditable coverage, there will be a late enter penalty. The penalty is equal to 1% of their premium, per month that they were not enrolled but should have been enrolled. That cost is added to the premium for the lifetime that they are on Medicare Part D. Both CMS Reporting and the Medicare Part D Creditable Coverage Notice is done at the individual library level. Assurance will complete the Medicare Part D form and will send that out to Margie for distribution in January after the benefits renewal along with a reminder to complete the CMS Reporting within 60 days of open enrollment. If these forms were not sent out within the 60 days after benefits renewal, they could be sent out during Medicare's open enrollment beginning in October through December. Ultimately, it is the libraries responsibility to send it out to all of their employees.

There are 20 LIMRiCC administrators that have not logged into Employee Navigator. If an administrator does not remember their login, they can use their username, which is their first initial capitalized followed by their last name in lower case and 1234. Voluntary life issues with EE Navigator have been addressed. Assurance will continue to customize EE Navigator for any libraries that are interested. The

open enrollment process will be effective Nov. 20 – Dec. 1st. Any library that would like to customize their benefits for 2018, will need to get their information to Scott by Nov 6th. There have been several emails sent to LIMRiCC administrators with EE Navigator updates. Updates will continue to be sent as necessary. Assurance recommends that beneficiaries for life insurance be updated in EE Navigator, printed and signed by the employee and placed in their personnel file.

MD Live, a virtual visit to the doctor, will continue in 2018 at a cost of \$44.00 for PPO-HDHP/HSA. This is an increase of \$4.00 from 2017. The \$750 and \$1,500 PPO plans will be at \$0 cost to the member in 2018. HMO is excluded from this service.

Unicare has changed their wording offering Basic Life Insurance to full time members from the word **must** to **may** as discussed in last month's board meeting.

6) Discussion Item #2 Lauterbach & Amen: Updates.

There are 9 outstanding UCGA members who have not submitted their 2nd quarter payment and paperwork. One particular library, Harvey Public Library had a financial hardship and was not releasing their check until Margie had contacted them requesting their payment. The Board agreed to move forward with issuing Harvey Public Library a late penalty of \$50.00.

The state return website was updated to MyTax Illinois for the unemployment portion that was formerly on TaxNet. You can login the same as you would with TaxNet. Within the library district everything is fine with this process however with component units, depending on how they are set up with the village or city, one EIN number with multiple unemployment account numbers generates an issue with filing quarterly reports. We have been in contact with the IDES and are working through the process.

A save the date email was sent out to all members as a reminder for the Fall Meeting. An agenda will be sent within the next day. EE Navigator has been running fairly smoothly without any major issues. The Illinois Library Association conference is October 12th and 13th. Ernesta and Margie will be at the LIMRiCC booth.

The Illinois Funds has cashed LIMRiCC's check after 4 months. LIMRiCC received their first interest payment that was just under \$900.00. The daily rate is 1.05% which is double what LIMRiCC was making with Wintrust. The audit and actuary reports should be wrapped up within the next couple weeks and we should have that at our October Board Meeting so that we can file that with the annual DOI report. Brian Zabel performs the audit and his fees are reasonable. We should consider an RFP in January for an auditor.

7) New Business

No new business.

8) Closed Session (if required).

9) Next Board Meeting and location is scheduled for Tuesday, October 17, 2017, at 1:00 p.m. at RAILS located at 125 Tower Drive, Burr Ridge, IL 60527.

10) Adjournment


A motion was made by Kevin Davis to adjourn the meeting at 1:55 p.m. The motion was approved by Carol Kidd and seconded by Pierre Gregoire.

Ayes = 4
Nays = 0
Absent = 1

The meeting adjourned at 1:55 p.m.

Minutes prepared by Margie Tannehill, Benefits Manager.

Approved


Carol Kidd, Secretary

10-17-2017
Date