

**CENTRAL JERSEY HEALTH INSURANCE FUND  
OPEN MINUTES  
OCTOBER 21, 2020  
ZOOM MEETING  
1:30 PM**

Meeting called to order by Chairman Thomas Nolan. The Open Public Meeting notice read into record.

**PLEDGE OF ALLEGIANCE**

**MEETING OF EXECUTIVE COMMITTEE CALLED TO ORDER**

**ROLL CALL OF 2020 EXECUTIVE COMMITTEE:**

<b>CHAIRPERSON</b>		
Thomas Nolan	Borough of Brielle	Present
<b>SECRETARY</b>		
William Rieker	Township of Lakewood	Present
<b>EXECUTIVE</b>	<b>COMMITTEE</b>	
Diane Lapp	Township of Manchester	Present
Adam Hubeny	Borough of Atlantic Highlands	Absent
Donato Nieman	Township of Montgomery	Present
Brian Valentino	Western Monmouth MUA	Present
<b>ALTERNATES:</b>		
Brian Dempsey	Spring Lake	Absent
Brian Brach	Manasquan RRSA	Present

**APPOINTED OFFICIALS PRESENT:**

Executive Director/Administrator	PERMA Risk Management Services	<b>Emily Koval</b>	Present
Program Manager	Conner Strong & Buckelew	<b>Brandon Lodics</b> <b>Marybeth Visconti</b>	Present Present
Attorney	Berry, Sahradnik, Kotzas & Benson	<b>Jack Sahradnik</b>	Present
Treasurer		<b>Stephen Mayer</b>	Absent
Network & Medical Claims Service	Aetna	<b>Jason Silverstein</b>	Present
Network & Medical Claims Service	AmeriHealth	<b>Kristina Strain</b>	Present
Dental Claims Service	Delta Dental	<b>Luhra Ebarle</b>	Absent
Rx Administrator	Express Scripts	<b>Kyle Colalillo</b> <b>Ken Rostkowski</b>	Absent Present
Auditor	Holman & Frenia	<b>Lauren Holman</b>	Absent

**OTHERS PRESENT:**

Karen Kamprath, PERMA  
Lori Cole  
Allison Kelly  
Jacob Krakower  
Judy Sullivan  
John Casagrande  
James Diaz  
Angela M.  
Liz  
Kayle Loik  
Tom Fletcher  
Chris Mullins  
Beata

**CORRESPONDENCE:** None

**APPROVAL OF MINUTES: SEPTEMBER 9, 2020 OPEN:**

**MOTION TO APPROVE OPEN MINUTES OF SEPTEMBER 9, 2020**

<b>MOTION:</b>	Commissioner Nieman
<b>SECOND:</b>	Commissioner Rieker
<b>VOTE:</b>	6 Ayes, 0 Nays,

**EXECUTIVE DIRECTOR'S REPORT**

**FINANCIAL FAST TRACK** as of August 31, 2020 – Executive Director said overall the statutory surplus is about \$18 million.

**2021 BUDGET ADOPTION**

Executive Director said the 2021 budget is included for adoption with no changes from the introduced budget.

**MOTION TO OPEN THE PUBLIC HEARING ON THE 2021 BUDGET**

<b>MOTION:</b>	Commissioner Nieman
<b>SECOND:</b>	Commissioner Lapp
<b>VOTE:</b>	All in Favor

**MOTION TO CLOSE THE PUBLIC HEARING**

<b>MOTION:</b>	Commissioner Nieman
<b>SECOND:</b>	Commissioner Valentino
<b>VOTE:</b>	All in Favor

## DIVIDENDS

Executive Director said at the last meeting a dividend was declared with members having the option to receive their dividend as a check, bill credit or have the balance retained by the Fund. Below is a list of members that have not responded. Please reach out to [kkamprath@permainc.com](mailto:kkamprath@permainc.com) with your decision by November 1<sup>st</sup>. If a response is not received, a check will be cut with the November bills list.

Dividend Illustration as of 6/30/2020	Dividend	2018/2019 Delinquent Assessments	Dividend to be Paid Out
Aberdeen	\$ 819,076.00	\$ -	\$ 819,076.00
Englishtown Borough	\$ 20,068.00	\$ -	\$ 20,068.00
Housing Authority of Brick Township	\$ 11,593.00	\$ (2,658.00)	\$ 8,935.00
Interlaken	\$ 35,869.00	\$ (20,720.00)	\$ 15,149.00
Keyport	\$ 9,639.00	\$ -	\$ 9,639.00
Lakewood Twp Fire Dept	\$ 78,533.00	\$ (5,276.00)	\$ 73,257.00
Manasquan	\$ 80,206.00	\$ -	\$ 80,206.00
Matawan	\$ 17,714.00	\$ (6,179.00)	\$ 11,535.00
South River	\$ 462,941.00	\$ -	\$ 462,941.00
Tuckerton Borough School District	\$ 94,538.00	\$ (4,040.00)	\$ 90,498.00
Lakewood Township	\$ 3,580,396.00	\$ -	\$ 3,580,396.00

## INDEMNITY AND TRUST AGREEMENTS

Executive director said in order to be in compliance with the Fund bylaws all members should have a current indemnity & trust agreement with the Fund that also needs to be filed with the State.

Included on page 8 is a list of members who have renewing agreements due by December 31, 2020 and older. Please reach out to [kkamprath@permainc.com](mailto:kkamprath@permainc.com) for a blank form and resolution to renew membership to be executed.

Central Jersey Municipal Employee Benefits Fund				
2021 Certified Budget		Print date	03-Sep-20	
Census:				
	Census All Members		Census Excl Lakewood	
Medical AmerHealth	20	240	20	240
Medical Aetna	1,582	18,984	1,132	13,584
Rx	1,677	20,124	1,227	14,724
Dental	2,063	24,756	1,459	17,508
Vision Aetna	129	1,548	129	1,548
Medicare Advantage - Medical	630	7,560	507	6,084
Medicare Advantage - Rx Only (Brick)	242	2,904	242	2,904
Rx No Medical (Incl in Rx above)	515	6,180	515	6,180
Dental No Med No Rx (Incl in Dental above)	1087	13,044	924	11,088
DMO Only	70	840	70	840
Medicare Advantage Only	187	2,244	162	1,944
Medicare Advantage METRO Only	0			
LINE ITEMS	2020 Annualized Budget	2021 Proposed Budget	\$ Change	% Change
1 Medical Claims AmenHealth 12/31 Renewal	\$ 7,985	\$ 8,060	\$ 75	0.94%
2 Medical Claims AmenHealth 6/30 Renewal	\$ 347,206	\$ 347,319	\$ 113	0.03%
3 Medical Claims Aetna 12/31 Renewal	\$ 18,244,724	\$ 18,336,685	\$ 91,961	0.50%
4 Medical Claims Aetna 6/30 Renewal	\$ 333,697	\$ 334,875	\$ 1,178	0.35%
5 <b>Subtotal Medical Claims</b>	<b>\$ 18,933,612</b>	<b>\$ 19,026,939</b>	<b>\$ 93,327</b>	<b>0.49%</b>
6 Prescription Claims 12/31 Renewal	\$ 7,138,361	\$ 7,280,833	\$ 142,472	2.00%
7 Prescription Claims 6/30 Renewal	\$ 185,736	\$ 189,578	\$ 3,842	2.07%
8 <b>Subtotal Prescription Claims</b>	<b>\$ 7,324,097</b>	<b>\$ 7,470,411</b>	<b>\$ 146,314</b>	<b>2.00%</b>
9				
10 <b>Lakewood S.R. Claims:</b>				
11 Medical	\$ 8,831,246	\$ 8,805,656	\$ (25,590)	-0.29%
12 Prescription	\$ 2,567,944	\$ 2,608,383	\$ 40,439	1.57%
13				
14 Less Rx Rebates	\$ (1,098,615)	\$ (1,494,082)	\$ (395,467)	36.00%
15				
16 Dental Claims 12/31 Renewal	\$ 1,814,643	\$ 1,750,783	\$ (63,860)	-3.52%
17 Dental Claims 6/30 Renewal	\$ -	\$ -	\$ -	0.00%
18 <b>Subtotal Dental Claims</b>	<b>\$ 1,814,643</b>	<b>\$ 1,750,783</b>	<b>\$ (63,860)</b>	<b>-3.52%</b>
19 Vision Claims	\$ 23,233	\$ 23,233	\$ -	0.00%
20				
21 <b>Subtotal Claims</b>	<b>\$ 38,396,160</b>	<b>\$ 38,191,323</b>	<b>\$ (204,837)</b>	<b>-0.53%</b>
22				
23 <b>Medicare Advantage/ EGWP</b>				
24 Medicare Advantage - Rx	\$ 1,781,355	\$ 1,664,316	\$ (117,038.88)	-6.57%
25 Medicare Advantage - Rx	\$ 527,395	\$ 513,166	\$ (14,229.00)	-2.70%
26 DMO Premiums	\$ 35,343	\$ 35,343	\$ -	0.00%
27				
27 <b>Reinsurance</b>				
28 Specific	\$ 1,083,153	\$ 780,940	\$ (302,214)	-27.90%
29 <b>Lakewood - ICH</b>				
30 Subtotal Reinsurance	\$ 1,871,151	\$ 1,568,968	\$ (302,214)	-16.15%
31				
32 <b>Loss Fund Contingency</b>				
33				
34 <b>Total Loss Fund</b>	<b>\$ 42,666,698</b>	<b>\$ 42,131,761</b>	<b>\$ (534,937)</b>	<b>-1.25%</b>
35				
37 Expenses				
38 Legal	\$ 35,716	\$ 36,430	\$ 714	2.00%
39 Treasurer	\$ 12,000	\$ 12,240	\$ 240	2.00%
40 Administrator	\$ 387,415	\$ 395,164	\$ 7,748	2.00%
41 Program Manager	\$ 1,291,687	\$ 1,317,540	\$ 25,852	2.00%
42 Actuary	\$ 41,300	\$ 16,000	\$ (25,300)	-61.26%
43 Auditor	\$ 20,096	\$ 20,498	\$ 402	2.00%
44 TPA - AmenHealth	\$ 9,780	\$ 9,780	\$ -	0.00%
45 TPA - Aetna	\$ 937,700	\$ 909,224	\$ (28,476)	-3.04%
46 Plan Documents	\$ 15,000	\$ 15,000	\$ -	0.00%
47 Dental TPA	\$ 77,239	\$ 77,239	\$ -	0.00%
48 Wellness	\$ 50,000	\$ 125,000	\$ 75,000	150.00%
49 Affordable Care Act	\$ 9,516	\$ 9,516	\$ -	0.00%
50 A4 Retiree Surcharge	\$ 25,206	\$ 24,688	\$ (517)	-2.05%
51 Misc/Cont	\$ 21,263	\$ 21,185	\$ (78)	-0.37%
52				
53 <b>Total Expenses</b>	<b>\$ 2,933,917</b>	<b>\$ 2,989,503</b>	<b>\$ 55,586</b>	<b>1.89%</b>
54				
55 <b>Total Budget</b>	<b>\$ 45,600,616</b>	<b>\$ 45,121,284</b>	<b>\$ (479,331)</b>	<b>-1.05%</b>
56 <b>Total Billing</b>	<b>\$ 45,732,804</b>	<b>\$ 45,121,284</b>	<b>\$ (611,520)</b>	<b>-1.34%</b>

**Central Jersey Municipal Employee Benefits Fund**

**2021 ASSESSMENTS ANNUALIZED vs PROPOSED**

Group Name	Annualized Assessments FY2020			Proposed Assessments FY2021			Difference \$			Difference %		
	Member Billed	Direct Billed	Total	Member Billed	Direct Billed	Total	Member Billed	Direct Billed	Total	Member Billed	Direct Billed	Total
Aberdeen	3,316,224	-	3,316,224	3,221,664	-	3,221,664	(94,560)	-	(94,560)	-2.85%	0.00%	-2.85%
Allentown	198,252	-	198,252	193,272	-	193,272	(4,980)	-	(4,980)	-2.51%	0.00%	-2.51%
Asbury Park City	89,940	1,380	91,320	89,940	1,380	91,320	-	-	-	0.00%	0.00%	0.00%
Atlantic Highlands Borough	1,216,332	-	1,216,332	1,187,196	-	1,187,196	(29,136)	-	(29,136)	-2.40%	0.00%	-2.40%
Barnegat Light	18,012	-	18,012	18,012	-	18,012	-	-	-	0.00%	0.00%	0.00%
Bedminster Township	797,256	6,528	803,784	815,796	6,456	822,252	18,540	(72)	18,468	2.33%	-1.10%	2.30%
Brick Township	4,008,336	3,372	4,011,708	3,900,636	3,288	3,903,924	(107,700)	(84)	(107,784)	-2.69%	-2.49%	-2.69%
Brick Twp Housing Authority	54,288	-	54,288	54,288	-	54,288	-	-	-	0.00%	0.00%	0.00%
Brielle Borough	900,120	42,288	942,408	890,568	41,844	932,412	(9,552)	(444)	(9,996)	-1.06%	-1.05%	-1.06%
Eatontown Sewerage Authority	157,380	-	157,380	153,840	-	153,840	(3,540)	-	(3,540)	-2.25%	0.00%	-2.25%
Englishtown	11,772	-	11,772	11,772	-	11,772	-	-	-	0.00%	0.00%	0.00%
Harvey Cedars	23,244	-	23,244	23,244	-	23,244	-	-	-	0.00%	0.00%	0.00%
Highland Elementary School	647,616	-	647,616	638,988	-	638,988	(8,628)	-	(8,628)	-1.33%	0.00%	-1.33%
Jackson Township	60,024	-	60,024	60,024	-	60,024	-	-	-	0.00%	0.00%	0.00%
Keyport	32,352	576	32,928	32,352	576	32,928	-	-	-	0.00%	0.00%	0.00%
Lakewood Township	13,963,680	4,440	13,968,120	13,775,916	4,440	13,780,356	(187,764)	-	(187,764)	-1.34%	0.00%	-1.34%
Manasquan	45,804	1,740	47,544	45,804	1,740	47,544	-	-	-	0.00%	0.00%	0.00%
Manasquan River Regional Sewerage Authority	357,360	-	357,360	348,816	-	348,816	(8,544)	-	(8,544)	-2.39%	0.00%	-2.39%
Manchester Township	257,544	-	257,544	257,544	-	257,544	-	-	-	0.00%	0.00%	0.00%
Matawan	73,104	-	73,104	73,104	-	73,104	-	-	-	0.00%	0.00%	0.00%
Montgomery Township	2,887,920	145,044	3,032,964	2,817,324	138,336	2,955,660	(70,596)	(6,708)	(77,304)	-2.44%	-4.62%	-2.55%
Oceanport	883,752	-	883,752	862,968	-	862,968	(20,784)	-	(20,784)	-2.35%	0.00%	-2.35%
Plumsted Township	407,592	-	407,592	397,428	-	397,428	(10,164)	-	(10,164)	-2.49%	0.00%	-2.49%
Red Bank	3,490,021	36,971	3,526,992	3,556,140	37,800	3,593,940	66,119	829	66,948	1.89%	2.24%	1.90%
Sayreville Borough	5,810,688	7,884	5,818,572	5,810,688	7,884	5,818,572	-	-	-	0.00%	0.00%	0.00%
Seaside Heights BOE	36,288	-	36,288	36,288	-	36,288	-	-	-	0.00%	0.00%	0.00%
Ship Bottom Borough	35,976	576	36,552	35,976	576	36,552	-	-	-	0.00%	0.00%	0.00%
Shrewsbury Township	31,224	-	31,224	30,168	-	30,168	(1,056)	-	(1,056)	-3.38%	0.00%	-3.38%
South River	2,191,500	19,308	2,210,808	2,129,232	18,672	2,147,904	(62,268)	(636)	(62,904)	-2.84%	-3.29%	-2.85%
Spring Lake	51,564	-	51,564	51,564	-	51,564	-	-	-	0.00%	0.00%	0.00%
Toms River MUA	1,035,276	12,972	1,048,248	1,028,820	12,972	1,041,792	(6,456)	-	(6,456)	-0.62%	0.00%	-0.62%
Tuckerton Borough School District	949,080	-	949,080	925,440	-	925,440	(23,640)	-	(23,640)	-2.49%	0.00%	-2.49%
West Long Branch	1,330,812	-	1,330,812	1,291,116	-	1,291,116	(39,696)	-	(39,696)	-2.98%	0.00%	-2.98%
Western Monmouth Utilities Authority	78,108	1,284	79,392	78,108	1,284	79,392	-	-	-	0.00%	0.00%	0.00%
<b>Totals:</b>	<b>45,448,441</b>	<b>284,363</b>	<b>45,732,804</b>	<b>44,844,036</b>	<b>277,248</b>	<b>45,121,284</b>	<b>(604,405)</b>	<b>(7,115)</b>	<b>(611,520)</b>	<b>-1.33%</b>	<b>-2.50%</b>	<b>-1.34%</b>

## PROGRAM MANAGER'S REPORT

### **ELIGIBILITY/ENROLLMENT:**

Please direct any eligibility, enrollment, or system related questions to our dedicated CJHIF enrollment team. The team can be reached by email at [cjhifenrollments@permainc.com](mailto:cjhifenrollments@permainc.com) or by fax at 856-552-2175.

### **MONTHLY BILLING**

As a reminder, please be sure to check your monthly invoice for accuracy. *Please confirm the invoice detail, as retro adjustments are limited to two months by Fund policy.* If you find a discrepancy, please report it to the CJHIF eligibility/enrollment team [cjhifenrollments@permainc.com](mailto:cjhifenrollments@permainc.com) or by fax at 856-552-2175.

### **BROKER CONTACT INFORMATION**

Please direct any escalated claims, benefit coverages, prescription coverage, Medicare Advantage or appeal related questions to our dedicated CJHIF Client Servicing Team. The team can be reached at [brokerservices@permainc.com](mailto:brokerservices@permainc.com).

### **OPEN ENROLLMENT UPDATE**

**Annual Open Enrollment** – Program Manager said as a reminder, the annual CJHIF Open Enrollment is currently underway and will close on **10/30/2020**. The deadline for entities to enter changes in Benefit Express is **11/6/2020**. Members who want to keep their current elections do not need to take any action.

### **AETNA UPDATE**

**Medicare Advantage Member Packages** – Program Manager said Aetna mailed boxes of Over-the-Counter (OTC) items to Medicare Advantage members enrolled in a group retiree plan on or prior to 8/1/2020. The intent of the one-time mailing is to promote wellness and good health among the Medicare Advantage population.

### **ESI UPDATE**

**Pharmacy Network Update-** Program Manager said, effective November 1, 2020, ESI announced they are removing a select group of pharmacies from their National Plus Network which is utilized by the CJHIF. The pharmacies that will no longer be participating are Kroger, Safeway, and Publix. Based on past utilization, there are 4 impacted CJHIF members who will receive notification from ESI.

### **LEGISLATIVE UPDATE**

**Executive Order #172-** Program Manager said at our September meeting we reported on Governor Murphy's executive order #172, which allows entities in the State Health Benefit Plan (SHBP) to waive the normal waiting period for new hires to enroll in health benefits upon date of hire during the COVID-19 pandemic. Fund entities wishing to comply with the legislation are required to complete a Plan Document Amendment form. To date, we have not received any completed Amendments from CJHIF groups.

### **COMPLIANCE UPDATE**

**Annual Notice of Creditable Coverage (NOCC) Mailing** – Program Manager said as in previous years, ESI has mailed the annual Notice of Creditable Coverage to all plan members (active and retirees) who are currently age 65 or older, or will be reaching age 65 in 2021. A sample of the NOCC mailed in early October, is included with your agenda.

**ADMINISTRATIVE AUTHORIZATION**

There are no authorizations to report at this time.

**TREASURER** – Chair Nolan said the bills list and Treasurers report is included in the agenda.

**October 2020 – Resolution 29-20**

<b>FUND YEAR 2019</b>	<b>\$1,908.33</b>
<b>FUND YEAR 2020</b>	<b>\$579,334.80</b>
<b>TOTAL ALL FUND YEARS</b>	<b>\$734,339.69</b>

**ATTORNEY:** None

**AETNA:** Mr. Silverstein reviewed the claims for August. The average pepm was \$987. He said there were 2 claims over \$50,000 for August. He reviewed the dashboard and noted metrics continue to perform well. He reviewed the Covid weekly reporting distributed with the Agenda. He said the report now includes a heat map.

**AMERIHEALTH:** Ms. Strain reviewed the claims for September. The average pepm was \$1,240.59. She said there were no claims over \$50,000. She also reviewed the Covid reporting included with the agenda.

**EXPRESS SCRIPTS:** Mr. Rostkowski said the overall trend through September is about 7.5% with the primary driver being specialty costs. He reviewed the current Covid vaccine updates and treatment options.

**DELTA DENTAL:** None

**MOTION TO APPROVE THE CONSENT AGENDA AS DISCUSSED TO INCLUDE RESOLUTIONS 28-20 AND 29-20:**

<b>MOTION:</b>	Commissioner Nieman
<b>SECOND:</b>	Commissioner Valentino
<b>VOTE:</b>	6 Ayes, 0 Nays

**NEW BUSINESS:** None

**OLD BUSINESS:** None

**PUBLIC COMMENT:** None

**MOTION TO ADJOURN MEETING:**

<b>MOTION:</b>	Commissioner Nieman
<b>SECOND:</b>	Commissioner Valentino
<b>VOTE:</b>	Unanimous

**MEETING ADJOURNED: 2:00 pm**

**Minutes Prepared by: Karen Kamprath , Assisting Secretary**

**Next Meeting: January 20, 2021 1:30 pm**