HAMPSHIRE COUNTY GROUP INSURANCE TRUST

Executive Committee

Meeting Notice and Agenda
May 20, 2020
9:00 A.M.
Via ZOOM Teleconference

Call to Order	RK
Approval of Minutes of March 2020	RK
Financial Report (Vote) Month of April 2020 **Income & Expenses & Operating Expenses** **For Trust and Wellness Initiative**	KK
Wellness Update	MK
March and April Expenditures (vote)	JS
Covid 19 Impacts	JS
Insurance Director Powers (vote)	MS
Open Enrollment	JS
FY21 Budget Amendment (vote)	JS
Late Payments (vote)	JS
IAC in June (vote)	JS
Vacation Rollovers (vote)	JS
Revised Trust Agreement (vote)	JS
Insurance Director Contract (vote)	RK
Adjournment	RK

Meeting Schedule

Executive Committee – June 17, 2020, 9:00 a.m., 98 King Street
Insurance Advisory Committee – July 15, 2020, 10:00 a.m., Deerfield Town Hall
Executive Committee – August - TBD

HAMPSHIRE COUNTY
GROUP INSURANCE TRUST

98 KING STREET
NORTHAMPTON, MA 01060

TO: All Trust Member Units

RE: **Minutes of March 18, 2020**
Executive Committee Meeting
HCGIT Office

MEMBERS PRESENT:

Lisa Banner	Donna Foglio	Denise Cashin
Michelle Hill	Rich Carmignani Jr	

OTHERS PRESENT:

Joseph Shea	Karen Karowski	Cynthia Smith

CALL TO ORDER

In compliance with the Governor's recent order suspending certain provisions of the open meeting laws due to the coronavirus, Rich Carmignani Jr joined the meeting via telephone conference to obtain a quorum.

In Chairman Russ Kaubris' absence, all members present unanimously appointed Lisa Banner as Chairperson for this meeting.

Lisa Banner called the meeting to order at 9:12 a.m. with a quorum present.

APPROVAL OF MINUTES

A motion to accept the minutes of February 19, 2020 was made by Donna Foglio seconded by Denise Cashin and passed with 2 abstentions.

FINANCIAL REPORT

Financial Report

Karen presented the Financial Report for the month of February reflecting a starting balance of $7,362,346.12 with a total monthly income received of $5,390,197.86 and monthly expenses of $6,519,356.24 with a total net monthly income of ($1,129,158.38) and an ending month balance of $6,233,187.74 with accounts receivable of $571,570.09 leaving a total of $35,359,491.67.

Investments and CD's for February 2020

Karen also reported that the investments portfolio value was $11,519,898.79 with a market change of ($495,115.62) leaving a total of $11,024,783.17. Karen also reported a starting balance in CD's of $12,923,074.76, with interest earned of $19,596.21, leaving a balance of $12,942,670.97.

A motion to accept the Financial Report as written was made by Donna Foglio and seconded by Denise Cashin. The motion passed unanimously.

FEBRUARY EXPENDITURES

Joe provided a spreadsheet of all the expenditures for the month of February for review. He inquired with the auditors to ensure this was what they wanted to see, and they agreed.

On a motion by Donna Foglio, seconded by Michelle Hill, the list of February expenditures was approved unanimously.

MGL CHAPTER 32B, SECTION 20 ADOPTION

Joe provided a handout showing what South Hadley uses as their OPEB Liability Trust Investment Policy. This is more complex than what the Trust needs so he will work with the auditors to find something more suitable for the Trust. In light of the minimal attendance, the members present agreed to take no current action and table this item until the May meeting.

FY21 BUDGET PROPOSAL

Joe provided a draft of the budget for FY21 showing increases to contributory retirement and longevity. Joe also explained the budget does not include potential IT expenses for replacing the server or getting a new billing system.

On a motion by Donna Foglio, seconded by Denise Cashin, it was unanimously voted to accept the FY-2021 budget as proposed in the amount of $602,629.35 and present it to the IAC for approval.

CORONAVIRUS

The EC discussed options for holding the April IAC meeting either by video conference or just postponing it to a later date. A determination will be made as it comes closer and all unit's will be notified accordingly. Joe provided information in the agenda that was distributed by the state and BCBS for information addressing the coronavirus. BCBS has a 24-hour nurse line available for use at no charge to all members, and any coronavirus related services (care, testing and/or treatments) will be covered at no charge to the member as well. We have an inquiry in to BCBS to see if we can offer the Telehealth service now instead of July 1st as scheduled. Joe also stated he plans to rotate staff in the office and allowing work from home in an effort to encourage social distancing.

FY21 RATE CHANGES AROUND THE STATE

Joe provided information in the agenda packet showing health insurance rate increases others are seeing this year. Scantic Valley is showing a 4.0% to 6.0% rate increase, while the GIC is seeing 3.0% to 7.5% rate increases.

INSURANCE DIRECTOR CONTRACT

In the absence of chairman Russ Kaubris, it was agreed by all members present to table this discussion for the May EC meeting.

Respectfully submitted,

3.

Respectfully submitted,
Cynthia Smith

Meeting Schedule

Insurance Advisory Committee – April 15, 2020, 10:00 a.m., Deerfield Town Hall
Executive Committee – May 20, 2020, 9:00 a.m., 98 King St, Northampton
Executive Committee – June 17, 2020, 9:00 a.m., 98 King St., Northampton

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HAMPSHIRE COUNTY GROUP INSURANCE TRUST

INCOME AND EXPENSE REPORT

	2019								2020			
ITEMS	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR
Starting Cash Balance	$9,836,170.60	$9,835,518.68	$5,924,467.48	$9,494,654.59	$9,438,634.03	$9,582,833.36	$6,794,092.23	$5,247,746.37	$6,811,819.93	$7,362,346.12	$6,233,187.74	$6,804,845.47
Adjustments												
Total Starting Balance	$9,836,170.60	$9,835,518.68	$5,924,467.48	$9,494,654.59	$9,438,634.03	$9,582,833.36	$6,794,092.23	$5,247,746.37	$6,811,819.93	$7,362,346.12	$6,233,187.74	$6,804,845.47
MONTHLY INCOME												
Total Premium Collected	6,033,505.92	1,717,380.76	9,278,866.11	6,939,633.43	5,782,915.94	5,886,132.11	5,056,512.60	7,211,091.43	6,213,985.27	5,388,271.49	6,234,736.17	4,576,561.67
Interest Income (MMDT)	3,706.58	3,482.24	4,160.61	3,527.51	3,698.66	2,759.26	1,796.34	2,365.19	2,193.95	1,926.37	2,088.07	1,473.89
Other Income or Adjustments				12,049.44	(23,042.23)	(10,637.79)	(10,815.29)					
BCBS SR Premium Collected												
TOTAL MONTHLY INCOME	6,037,212.50	1,720,863.00	9,283,026.72	6,955,210.38	5,763,572.37	5,878,253.58	5,047,493.65	7,213,456.62	6,216,179.22	5,390,197.86	6,236,824.24	4,578,035.56
MONTHLY EXPENSES												
BCBS Admin Cost (estimate)												
Claim Deposit	5,000,000.00	5,000,000.00	5,000,000.00	5,000,000.00	5,000,000.00	5,000,000.00	5,000,000.00	5,000,000.00	5,072,300.00	5,072,300.00	5,072,300.00	5,072,300.00
Reinsurance (Ind.&Agg.)	105,769.68	105,662.07	126,571.40	126,103.32	106,726.45	122,974.15	126,173.97	125,718.65	77,352.27	125,479.32	125,227.54	125,092.78
BCBS Settlement	427,485.79		(44,374.19)	1,374,177.84			943,254.14			860,319.75		
Recon adjust w/Finance												
BCBS Sr Premium Paid												
Other Exp. & Claim Settlement	472,311.87	467,008.42	499,707.48	478,806.35	479,793.39	481,451.38	477,984.37	486,887.99	479,710.12	424,916.26	430,539.60	426,518.08
Total Plan Expenses	6,005,567.34	5,572,670.49	5,581,904.69	6,979,087.51	5,586,519.84	5,604,425.53	6,547,412.48	5,612,606.64	5,629,362.39	6,483,015.33	5,628,067.14	5,623,910.86
Total Unit Operating Expenses	32,297.08	59,243.71	130,934.92	32,143.43	32,853.20	62,569.18	46,427.03	36,776.42	36,290.64	36,340.91	37,099.37	45,801.35
TOTAL MONTHLY EXPENSES	6,037,864.42	5,631,914.20	5,712,839.61	7,011,230.94	5,619,373.04	5,666,994.71	6,593,839.51	5,649,383.06	5,665,653.03	6,519,356.24	5,665,166.51	5,669,712.21
TOTAL NET MONTHLY INCOME	(651.92)	(3,911,051.20)	3,570,187.11	(56,020.56)	144,199.33	211,258.87	(1,546,345.86)	1,564,073.56	550,526.19	(1,129,158.38)	571,657.73	(1,091,676.65)
BALANCE												
Cash Balance	9,835,518.68	5,924,467.48	9,494,654.59	9,438,634.03	9,582,833.36	9,794,092.23	5,247,746.37	6,811,819.93	7,362,346.12	6,233,187.74	6,804,845.47	5,713,168.82
Adjustments						(3,000,000.00)						
ENDING MONTHLY BALANCE	9,835,518.68	5,924,467.48	9,494,654.59	9,438,634.03	9,582,833.36	6,794,092.23	5,247,746.37	6,811,819.93	7,362,346.12	6,233,187.74	6,804,845.47	5,713,168.82

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HAMPSHIRE COUNTY GROUP INSURANCE TRUST

Fund And Investment Information

									2020			
FUNDS	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR
Post Employee Ben. S.B.	112,876.74	112,876.74	112,876.74	112,876.74	112,267.50	112,368.26	113,179.02	113,180.40	112,507.78	111,835.16	111,159.78	110,473.26
Funding				810.76	810.76	810.76	810.76	774.76	774.76	774.76	774.76	
Expenses				1,420.00	710.00		809.38	1,447.38	1,447.38	1,450.14	1,461.28	1,461.28
Total	112,876.74	112,876.74	112,876.74	112,267.50	112,368.26	113,179.02	113,180.40	112,507.78	111,835.16	111,159.78	110,473.26	109,011.98
Accurued Vac & Sick Time	31,317.96	31,317.96	31,317.96	31,317.96	31,317.96	31,317.96	31,317.96	31,317.96	31,317.96	31,317.96	31,317.96	31,317.96
Income												
Expenses												
Total	31,317.96	31,317.96	31,317.96	31,317.96	31,317.96	31,317.96	31,317.96	31,317.96	31,317.96	31,317.96	31,317.96	31,317.96
Member Deposits	4,376,960.37	4,399,801.96	4,399,801.96	4,403,551.96	4,405,426.96	4,444,801.96	4,444,801.96	4,444,801.96	4,444,801.96	4,444,801.96	4,444,801.96	4,444,801.96
Deposits	22,841.59		3,750.00	1,875.00	39,375.00							
Total Member Deposits	4,399,801.96	4,399,801.96	4,403,551.96	4,405,426.96	4,444,801.96	4,444,801.96	4,444,801.96	4,444,801.96	4,444,801.96	4,444,801.96	4,444,801.96	4,444,801.96
Investments												
CD's	9,737,731.68	9,756,835.33	9,774,124.19	9,794,536.53	9,813,132.07	9,832,384.04	12,854,653.41	12,876,793.26	12,901,265.98	12,923,074.76	12,942,670.97	12,965,100.87
Deposit						3,000,000.00						
Interest	19,103.65	17,288.86	20,412.34	18,595.54	19,251.97	22,269.37	22,139.85	24,472.72	21,808.78	19,596.21	22,429.90	17,367.97
Balance	9,756,835.33	9,774,124.19	9,794,536.53	9,813,132.07	9,832,384.04	12,854,653.41	12,876,793.26	12,901,265.98	12,923,074.76	12,942,670.97	12,965,100.87	12,982,468.84
Portfolio Value	10,770,795.08	10,491,885.34	10,886,293.66	10,977,153.63	10,943,111.44	11,048,878.37	11,176,961.18	11,359,983.98	11,561,028.98	11,519,898.79	11,024,783.17	9,982,589.31
Deposit												
Interest	(278,909.74)	394,408.32	90,859.97	(34,042.19)	105,766.93	128,082.81	183,022.80	201,045.00	(41,130.19)	(495,115.62)	(1,042,193.86)	687,905.86
Market Change												
Total	10,491,885.34	10,886,293.66	10,977,153.63	10,943,111.44	11,048,878.37	11,176,961.18	11,359,983.98	11,561,028.98	11,519,898.79	11,024,783.17	9,982,589.31	10,670,495.17
Accounts Receivable	250,390.30	4,545,619.76	1,240,417.44	252,880.33	516,120.64	686,015.51	1,546,776.42	331,635.26	53,961.34	571,570.09	238,853.42	1,567,457.70
Total With Accounts Receivable	34,878,626.31	35,674,501.75	36,054,508.85	34,996,770.29	35,568,704.59	36,101,021.27	35,620,600.35	36,194,377.85	36,447,236.09	35,359,491.67	34,577,982.25	35,518,722.43

HAMPSHIRE COUNTY GROUP INSURANCE TRUST

FISCAL YEAR 2020 OPERATING EXPENSES (July 1, 2019 to June 30, 2020)

ITEM CODE	BUDGET ITEMS	FY-2019 Budgeted	FY-2019 Actual YTD	FY2020 Budgeted	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	FY-2020 Actual YTD
	WAGES & BENEFITS	7/1/18-6/30/19	7-1/6-30	7/1/19-6/30/20													7-1/6-30
5110	SALARY*	315,000.00	314,040.63	335,000.00	22,789.60	23,952.04	22,000.26	44,606.74	24,479.11	24,476.76	24,545.61	24,582.15	24,838.58	36,992.94			273,263.79
5145	LONGEVITY	575.00	400.00	575.00													-
5130	OVERTIME		-														-
5120	TEMP. EMPLOYEE SAL		-														-
481	FICA (.062)		-														-
5186	MED TAX (.0145)	5,500.00	4,366.45	5,000.00													-
5181	CONTRIBUTORY RET.	80,000.00	80,566.50	88,000.00	87,658.73												87,658.73
5189	EMP. ASST. PROG. EAP		-														-
5184	HEALTH INSURANCE	49,860.00	37,943.52	40,000.00	5,635.92	5,083.00	4,978.28	4,925.92	5,130.02	4268.28	4268.28	4,268.28	4,268.28	4,268.28			47,094.54
5185	LIFE INSURANCE	320.00	255.60	320.00								252.24	28.40	28.40			309.04
5189	UNEMP HEALTH INS TAX		-														-
	TOT. WAGES & BENEFITS	**451,255.00**	437,572.70	468,895.00	116,084.25	29,035.04	26,978.54	49,532.66	29,609.13	28,745.04	28,813.89	29,102.67	29,135.26	41,289.62			408,326.10

ITEM CODE	BUDGET ITEMS	FY-2019 Budgeted		FY2020 Budgeted													
	NON SALARY EXPENSE	7/1/18-6/30/19		7/1/19-6/30/20													
5300	ADM. CONT. SERVICES (FS&PF)	12,500.00	-														-
	Rent	14,400.00	14,430.00	15,000.00	1,230.00	1,230.00	1,230.00	1,230.00	1,230.00	1,230.00	1,230.00	1,230.00	1,230.00	1,230.00			12,300.00
	Parking	300.00	1,500.00	1,200.00													-
5305	ADM. CONT. SERVICES (Audit)	10,000.00	2,152.00	12,000.00													-
5320	LEGAL	10,000.00	17,827.50	32,000.00	1,365.00		2,172.90	1296.41	7,500.00	227.5	3,665.00	2,500.00					18,726.81
5340	TELEPNONE/INTERNET	3,600.00	2,429.43	3,600.00	205.93	700.34		607.18				334.14	377.18				2,224.77
5490	FOOD SUPPLIES	500.00	538.00	500.00	83.63	56.47	11.58	137.82		68.80	37.97	76.75	41.37				514.39
5420	OFFICE & COMPUTER SUPPLIES	1,500.00	1,485.51	2,500.00	28.99						179.21	135.33	33.98				377.51
5580	MISC. EXPENSES	500.00	18.48	500.00		150.00	340.10	67.74									557.84
5580	NEWSPAPER/MAGS/BOOKS		100.00	100.00													-
5420	POSTAGE (Stamps)	3,750.00	2,605.80	3,500.00		46.84	15.99	1,519.97		29.54			38.22				1,650.56
5275	POSTAGE METER RENTAL		-									35.98					35.98
5380	MINI GRANTS/WELLNESS	25,000.00	19,257.08	25,000.00	11,900.00	357.00		92.16	63.80		57.96		4,192.16				16,663.08
5420	STATIONERY & OFF. SUPP.		436.96							274.84							274.84
5780	SURETY BONDS	850.00	550.00	1,250.00		100.00						350.00	100.00	1,034.00			1,584.00
5340	TELEPHONES	2,400.00	-														-
5320	TRAINING	1,000.00	-	500.00													-
5710	TRAVEL IN/OUT of STATE	3,000.00	706.77	3,000.00	37.12	27.84	17.44	61.48		4.64		145.80	9.20				303.52
5188	UTILITIES	4,000.00	205.40	4,000.00			557.92		470.03	472.06	355.47			305.73			2,161.21
	TOT. Inderect Costs		-														-
	Total Non-Salary	**93,300.00**	64,242.93	104,650.00	14,850.67	2,668.49	4,345.93	5,012.76	9,263.83	2,307.38	5,525.61	4,808.00	6,022.11	2,569.73			57,374.51

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ITEM CODE	BUDGET ITEMS		FY-2019 Budgeted		FY2020 Budgeted											
	I.T.		7/1/18-6/30/19		7/1/19-6/30/20											
6000	COMPUTER HARDWARE		1,000.00	-	20,000.00											-
5420	COMPUTER SOFTWARE			-												-
5420	COMPUTER SUPPLIES			-	500.00			1308.78								1,308.78
5850	DESK TOP PCs			-	2,000.00				4,875.00							4,875.00
5300	MISC PROF & TECH SERV.**		10,000.00	2,639.40	18,000.00		439.90	219.95	3,148.76	7,554.07	5,724.00	1,951.14	2,430.24	1942.00	1,942.00	25,352.06
	TOTAL DATA PROCESSING		11,000.00	2,639.40	40,500.00	-	439.90	1,528.73	8,023.76	7,554.07	5,724.00	1,951.14	2,430.24	1942.00	1,942.00	31,535.84
	TOTALS		555,555.00	504,455.03	614,045.00	130,934.92	32,143.43	32,853.20	62,569.18	46,427.03	36,776.42	36,290.64	36,340.91	37,099.37	45,801.35	497,236.45

MONTHLY ACCOUNTS RECEIVABLE

HAMPSHIRE COUNTY GROUP INSURANCE TRUST

FOR MAY 2020 PREMIUMS

AS OF APRIL 30, 2020

MAY PREMIUMS NOT PAID

TO AVOID LATE ASSESSMENT FEE
INVOICE MUST BE PAID **BEFORE**:
May 5, 2020

CHESTERFIELD	9,618.58
CHESTERFIELD/GOSHEN RSD	22,845.96
HADLEY	174,423.19
HAMPSHIRE COUNTY RETIREMENT	9,335.74
HAMPSHIRE REGIONAL SD	216,106.18
MIDDLEFIELD	3,925.84
PLAINFIELD	8,229.42
SOUTHAMPTON	146,794.63
WILLIAMSBURG	73,288.84
ASHFIELD	7,800.70
CHARLEMONT	7,980.50
CONWAY	57,983.00
EASTHAMPTON	576,176.14
LEVERETT	61,110.00
LEYDEN	3,078.22
SHUTESBURY	58,744.69
SOUTHWICK	79,184.31
WENDELL	3,415.22
WHATELY	47,416.54
	$ 1,567,457.70

Hampshire County Group Insurance Trust

TRANSACTION REPORT APR FY-20

STARTING BALANCE GENERAL FUND					$ 6,804,845.47
2020					
	WAR#	TRANSACTION	A/P DEBIT	A/R CREDIT	
APR		PEOPLE'S UNITED			
1		BLUE CROSS BLUE SHIELD	5,072,300.00		$ 1,732,545.47
1		GERBER LIFE/STOP LOSS (APR)	125,092.78		$ 1,607,452.69
1		BR FOX/CANARX	33,138.62		$ 1,574,314.07
1		PEOPLE'S UNITED		176,365.89	$ 1,750,679.96
1		PEOPLE'S UNITED		53,929.50	$ 1,804,609.46
1		PEOPLE'S UNITED		3,952.01	$ 1,808,561.47
7		PEOPLE'S UNITED		4,606.02	$ 1,813,167.49
13		PEOPLE'S UNITED		270,719.53	$ 2,083,887.02
16		PEOPLE'S UNITED		24,363.33	$ 2,108,250.35
16		PEOPLE'S UNITED		152,296.60	$ 2,260,546.95
16		PEOPLE'S UNITED		65,693.12	$ 2,326,240.07
21		PEOPLE'S UNITED		1,128,109.33	$ 3,454,349.40
21		BLUE MEDICARE RX (MAR)	393,379.46		$ 3,060,969.94
22		PEOPLE'S UNITED		116,751.42	$ 3,177,721.36
22		PEOPLE'S UNITED		24,802.48	$ 3,202,523.84
22		PEOPLE'S UNITED		10,012.74	$ 3,212,536.58
23		PEOPLE'S UNITED		153,553.22	$ 3,366,089.80
23		PEOPLE'S UNITED		38,871.44	$ 3,404,961.24
24		PEOPLE'S UNITED		328,670.00	$ 3,733,631.24
27		PEOPLE'S UNITED		12,075.90	$ 3,745,707.14
27		PEOPLE'S UNITED		13,021.86	$ 3,758,729.00
27		PEOPLE'S UNITED		226,090.14	$ 3,984,819.14
27		PEOPLE'S UNITED		7,259.16	$ 3,992,078.30
27		PEOPLE'S UNITED		729.84	$ 3,992,808.14
27		PEOPLE'S UNITED		250,087.24	$ 4,242,895.38
28		PEOPLE'S UNITED		355,034.11	$ 4,597,929.49
28		PEOPLE'S UNITED		180,411.10	$ 4,778,340.59
29		PEOPLE'S UNITED		75,266.14	$ 4,853,606.73
30		PEOPLE'S UNITED-Leyden-Error	3,078.22		$ 4,850,528.51
30		PEOPLE'S UNITED		610,841.03	$ 5,461,369.54
30		PEOPLE'S UNITED		51,639.98	$ 5,513,009.52
30		PEOPLE'S UNITED		116,963.94	$ 5,629,973.46
30		PEOPLE'S UNITED		127,522.82	$ 5,757,496.28
30		PAYROLL - APRIL	41,289.62		$ 5,716,206.66
30		ACCOUNTS PAYABLE - APRIL	4,511.73		$ 5,711,694.93
30		INTEREST		1,473.89	$ 5,713,168.82
					$ 5,713,168.82
					$ 5,713,168.82
					$ 5,713,168.82
					$ 5,713,168.82
					$ 5,713,168.82
		MEMBER UNIT DEPOSITS ON HAND			
APR			Starting Balance>>>>>>>>>>>>>>>		$ 4,444,801.96
					$ 4,444,801.96
30		Total			**$ 4,444,801.96**
		PEOPLE'S UNITED			
APR		Post Employee Benefits Fund	Starting Balance>>>>>>>>>>>>>>>		$ 110,473.26
		Retiree Health & Life Ins.	1,461.28		$ 109,011.98
30		Total			**$ 109,011.98**
		PEOPLE'S UNITED			
APR		Accrued Vacation & Sick Time Fund	Starting Balance>>>>>>>>>>>>>>>		$ 31,317.96
					$ 31,317.96
30		Total			**$ 31,317.96**

		INVESTMENTS			
APR		CD-(Florence Savings-(15 mos 2.30%)			$ 3,379,439.83
30		CD-Interest (renewed 1/5/2019)		2,618.87	$ 3,382,058.70
30		Total			**$ 3,382,058.70**
APR		CD-Easthampton Savings			$ 9,585,661.04
30		12 mos. @1.90		6,405.97	$ 9,592,067.01
30		Merged with another CD			$ 9,592,067.01
30		12 mos. @1.85% (Renewed 1/3)		6,637.49	$ 9,598,704.50
30		12 mos. @1.90		1,705.64	$ 9,600,410.14
		Total			**$ 9,600,410.14**
APR		Portfolio Value MAR 1, 2020			$ 9,982,589.31
		Additional Investment			$ 9,982,589.31
30		Investment Earnings/Loss		687,905.86	**$ 10,670,495.17**
		Total			**$ 33,951,264.73**

Hampshire County Group Insurance Trust
IY-2019-2020 Plan Count

PLAN	2020													
HMO BLUE	**MAY**	**JUNE**	**JULY**	**AUG**	**SEPT**	**OCT**	**NOV**	**DEC**	**JAN**	**FEB**	**MAR**	**APR**	**MAY**	**JUNE**
H-Employee Only	541	539	541	539	539	545	553	550	548	552	550	549	553	556
H-Employee + 1	345	345	365	362	364	356	360	358	357	359	360	356	358	353
H-Family	563	562	577	575	576	584	584	583	580	571	569	570	570	570
Total H HMO	1449	1446	1483	1476	1479	1485	1497	1491	1485	1482	1479	1475	1481	1479
F-Employee Only	699	697	686	683	680	685	689	688	697	695	688	683	681	673
F-Employee + 1	400	401	409	402	394	381	375	377	378	377	374	376	371	372
F-Family	674	672	679	683	680	691	693	690	689	692	694	697	698	698
Total F HMO	1773	1770	1774	1768	1754	1757	1757	1755	1764	1764	1756	1756	1750	1743
Total Employee Plans	1240	1236	1227	1222	1219	1230	1242	1238	1245	1247	1238	1232	1234	1229
Total Employee + 1	745	746	774	764	758	737	735	735	735	736	734	732	729	725
Total Family Plans	1237	1234	1256	1258	1256	1275	1277	1273	1269	1263	1263	1267	1268	1268
Total H&F HMO Plans	**3222**	**3216**	**3257**	**3244**	**3233**	**3242**	**3254**	**3246**	**3249**	**3246**	**3235**	**3231**	**3231**	**3222**
BLUE CARE ELECT PREFERRED (PPO)														
H-Employee Only	177	178	181	181	179	188	189	183	183	183	185	185	185	187
H-Family	252	251	247	244	240	238	238	236	236	236	237	235	235	233
Total H PPO	429	429	428	425	419	426	427	419	419	419	422	420	420	420
F-Employee Only	103	106	112	109	106	108	114	114	111	112	111	111	113	116
F-Family	110	110	113	116	115	120	122	121	119	122	120	119	119	119
Total F PPO	213	216	225	225	221	228	236	235	230	234	231	230	232	235
Total Employee Plans	280	284	293	290	285	296	303	297	294	295	296	296	298	303
Total Family Plans	362	361	360	360	355	358	360	357	355	358	357	354	354	352
Total H&F PPO Plans	**642**	**645**	**653**	**650**	**640**	**654**	**663**	**654**	**649**	**653**	**653**	**650**	**652**	**655**
MEDEX														
H-Employee Only	1201	1208	1220	1231	1230	1229	1226	1232	1192	1194	1191	1197	1194	1201
F-Employee Only	1173	1177	1183	1194	1200	1201	1206	1204	1216	1220	1222	1226	1227	1235
Total MEDEX Plans	**2374**	**2385**	**2403**	**2425**	**2430**	**2430**	**2432**	**2436**	**2408**	**2414**	**2413**	**2423**	**2421**	**2436**
TOTAL - All Plans	**6238**	**6246**	**6313**	**6319**	**6303**	**6326**	**6349**	**6336**	**6306**	**6313**	**6301**	**6304**	**6304**	**6313**

Hampshire County Group Insurance Trust
Claim Payments

	CLAIMS		AMOUNT PAID		VARIANCE	CUMULATIVE VAR.
July	$ 5,044,390.85	A	$ 4,568,600.00	A	$ 475,790.85	$ 488,216.90
August	$ 4,615,270.49	A	$ 4,568,600.00	A	$ 46,670.49	$ 534,887.39
September	$ 5,393,378.34	A	$ 4,568,600.00	A	$ 824,778.34	$ 1,359,665.73
October	$ 3,213,342.52	A	$ 4,568,600.00	A	$ (1,355,257.48)	$ 4,408.25
November	$ 3,769,413.70	A	$ 4,568,600.00	A	$ (799,186.30)	$ (794,778.05)
December	$ 5,412,781.89	A	$ 4,568,600.00	A	$ 844,181.89	$ 49,403.84
2017 Jan	$ 4,369,459.10	A	$ 4,614,300.00	A	$ (244,840.90)	$ (195,437.06)
February	$ 4,224,033.88	A	$ 4,614,300.00	A	$ (390,266.12)	$ (585,703.18)
March	$ 5,425,612.68	A	$ 4,614,300.00	A	$ 811,312.68	$ 225,609.50
April	$ 3,937,343.78	A	$ 4,614,300.00	A	$ (676,956.22)	$ (451,346.72)
May	$ 4,449,446.02	A	$ 4,614,300.00	A	$ (164,853.98)	$ (616,200.70)
June	$ 5,149,211.18	A	$ 4,614,300.00	A	$ 534,911.18	$ (81,289.52)
July	$ 4,846,901.35	A	$ 4,614,300.00	A	$ 232,601.35	$ 151,311.83
Aug	$ 5,075,129.47	A	$ 4,614,300.00	A	$ 460,829.47	$ 612,141.30
Sept	$ 5,093,190.74	A	$ 4,614,300.00	A	$ 478,890.74	$ 1,091,032.04
Oct	$ 3,107,039.21	A	$ 4,614,300.00	A	$ (1,507,260.79)	$ (416,228.75)
Nov	$ 4,834,990.20	A	$ 4,614,300.00	A	$ 220,690.20	$ (195,538.55)
Dec	$ 5,159,544.72	A	$ 4,614,300.00	A	$ 545,244.72	$ 349,706.17
2018 Jan	$ 4,286,736.71	A	$ 4,635,000.00	A	$ (348,263.29)	$ 1,442.88
Feb	$ 4,849,271.14	A	$ 4,614,300.00	A	$ 234,971.14	$ 236,414.02
Mar	$ 5,402,471.81	A	$ 4,635,000.00	A	$ 767,471.81	$ 1,003,885.83
April	$ 3,320,986.14	A	$ 5,000,000.00	A	$ (1,679,013.86)	$ (675,128.03)
May	$ 4,842,441.31	A	$ 5,000,000.00	A	$ (157,558.69)	$ (832,686.72)
June	$ 5,185,651.60	A	$ 5,000,000.00	A	$ 185,651.60	$ (647,035.12)
July	$ 4,422,144.08	A	$ 5,000,000.00	A	$ (577,855.92)	$ (1,224,891.04)
August	$ 5,849,127.14	A	$ 5,000,000.00	A	$ 849,127.14	$ (375,763.90)
September	$ 4,241,277.55	A	$ 5,000,000.00	A	$ (758,722.45)	$ (1,134,486.35)
October	$ 5,696,290.48	A	$ 5,000,000.00	A	$ 696,290.48	$ (438,195.87)
November	$ 5,837,423.17	A	$ 5,000,000.00	A	$ 837,423.17	$ 399,227.30
December	$ 4,350,290.11	A	$ 5,000,000.00	A	$ (649,709.89)	$ (250,482.59)
2019 - Jan	$ 4,743,800.39	A	$ 5,000,000.00	A	$ (256,199.61)	$ (506,682.20)
February	$ 4,992,711.55	A	$ 5,000,000.00	A	$ (7,288.45)	$ (513,970.65)
March	$ 6,002,513.39	A	$ 5,000,000.00	A	$ 1,002,513.39	$ 488,542.74
April	$ 4,691,042.28	A	$ 5,000,000.00	A	$ (308,957.72)	$ 179,585.02
May	$ 5,951,683.60	A	$ 5,000,000.00	A	$ 951,683.60	$ 1,131,268.62
June	$ 5,242,909.22	A	$ 5,000,000.00	A	$ 242,909.22	$ 1,374,177.84
July	$ 3,462,952.74	A	$ 5,000,000.00	A	$ (1,537,047.26)	$ (162,869.42)
August	$ 5,939,797.85	A	$ 5,000,000.00	A	$ 939,797.85	$ 776,928.43
September	$ 5,166,325.71	A	$ 5,000,000.00	A	$ 166,325.71	$ 943,254.14
October	$ 4,136,764.22	A	$ 5,000,000.00	A	$ (863,235.78)	$ 80,018.36
November	$ 5,655,235.07	A	$ 5,000,000.00	A	$ 655,235.07	$ 735,253.43
December	$ 5,125,066.32	A	$ 5,000,000.00	A	$ 125,066.32	$ 860,319.75
2020-Jan	$ 4,478,889.48	A	$ 5,072,300.00	A	$ (593,410.52)	$ 266,909.23
February	$ 5,222,819.59		$ 5,072,300.00		$ 150,519.59	$ 417,428.82
March	$ 5,353,177.63		$ 5,072,300.00		$ 280,877.63	$ 698,306.45
April	$ 3,329,731.92		$ 5,072,300.00		$ (1,742,568.08)	$ (1,044,261.63)

P = Acturial Projection of Claims or Anticipated Payments, A = Actual Info. E = Estimate based on some actual information

Mar 2, 2020	wire		5,072,300.00	BCBS	xxx		Yes	Monthly Claim prefunding
Mar 2, 2020	wire		125,227.54	Gerber	xxx		Yes	MAR Reinsurance Premium
Mar 2, 2020		5331	1,230.00	King St Realty	5270			Rent - MAR
Mar 2, 2020		5332	42.30	Boston Mutual				Life Insurnace 7/1/19 - 1/31/20
Mar 4, 2020	ACH		11,296.09	Checkwriters				Net Payroll, 3/4
Mar 5, 2020		5333	20,589.22	BR Fox & Assoc	xxx		Yes	RX Consulting Fee
Mar 5, 2020		5334	7,343.40	CanaRx	xxx		Yes	CanaRx claims
Mar 5, 2020		5335	100.00	CNA Surety				Insurance Bond - K. Karowski
Mar 5, 2020		5336	100.00	Paradise Copies		5380		Wellness Printing
Mar 5, 2020		5337	1,942.00	Paragus Strategic		5300		Various IT
Mar 5, 2020		5338	4,000.00	Wellable, Inc		5380		Wellness Vendor
Mar 16, 2020	wire		392,149.48	Blue Medicare Rx	xxx		Yes	Medex Rx premium
Mar 86, 2020	ACH		10,988.35	Checkwriters				Net Payroll, 3/18
Mar 24, 2020		5339	151.74	PPI - ACSA Group Ins				Dental Insurance - Apr
Mar 24, 2020		5340	108.65	AEON				Telephone Expense
Mar 24, 2020		5341	10,457.50	CanaRx	xxx		Yes	CanaRx claims
Mar 24, 2020		5342	43.34	Columbia Gas	5340			Utilities
Mar 24, 2020		5343	139.54	Comcast Business	5340			Internet
Mar 24, 2020		5344	5,563.92	HCGIT				Health Insurance - Apr
Mar 24, 2020		5345	59.33	National Grid	5340			Electric
Mar 24, 2020		5346	92.16	Paradise Copies		5380		Wellness Printing
Mar 24, 2020		5347	2,554.14	Hampshire Retirement Board				Retirement Allocation - Mar
Mar 27, 2020		5348	122.77	Joseph Shea	various			T&E Feb&Mar
Mar 27, 2020		5349	26.32	Verizon				Telephone Expense
			5,666,627.79					

4/1/20

Apr 1, 2020			5,072,300.00	BCBS	xxx		Yes	Monthly Claim prefunding
Apr 1, 2020			125,092.78	Gerber	xxx		Yes	APR Reinsurance Premium
Apr 1, 2020		5351	1,230.00	King St Realty	5270			Rent - APR
Apr 1, 2020	ACH		10,965.52	Checkwriters				Net Payroll, 4/1
Apr 1, 2020		5350	20,589.22	BR Fox & Assoc	xxx		Yes	RX Consulting Fee
Apr 10, 2020		5352	7,741.80	CanaRx	xxx		Yes	CanaRx claims
Apr 10, 2020		5353	55.03	National Grid	5340			Electric
Apr 10, 2020		5354	1,942.00	Paragus Strategic		5300		Various IT
Apr 13, 2020		5355	-	**VOID**				
Apr 13, 2020		5356	-	**VOID**				
Apr 13, 2020		5357	-	**VOID**				
Apr 13, 2020		5358	139.54	Comcast Business	5340			Internet
Apr 13, 2020		5359	5,563.92	HCGIT				Health Insurance - MAY
Apr 13, 2020		5360	400.00	Lebel/Lavigne Ins Agency				Property Casualty Ins
Apr 15, 2020	ACH		10,960.13	Checkwriters				Net Payroll, 4/1
Apr 21, 2020	wire		393,379.46	Blue Medicare Rx	xxx		Yes	Medex Rx premium
Apr 21, 2020	ACH		(293.06)	Checkwriters				Payroll tax adjustment
Apr 23, 2020		5361	111.16	AEON				Telephone Expense
Apr 23, 2020		5362	4,807.60	CanaRx	xxx		Yes	CanaRx claims
Apr 23, 2020		5363	634.00	Travelers				Workers Comp
Apr 24, 2020		5364	42.30	Boston Mutual				Life Insurnace - April
Apr 24, 2020		5365	151.74	PPI - ACSA Group Ins				Dental Insurance - Apr
Apr 29, 2020		5366	3,831.21	Hampshire Retirement Board				Retirement Allocation - April
Apr 29, 2020	ACH		11,529.14	Checkwriters				Net Payroll, 4/29
			5,671,173.49					

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5/1/20

FY 2021 Budget

BUDGET ITEMS	FY-2019 Budgeted	FY-2019 Actual YTD	FY2020 Budgeted	FY-2020 Actual YTD	FY 2021 Proposed Budget
WAGES & BENEFITS	7/1/18-6/30/19	7-1/6-30	7/1/19-6/30/20	7-1/6-30	
SALARY*	315,000.00	314,040.63	335,000.00	211,432.27	345,000.00
LONGEVITY	575.00	400.00	575.00	-	4,000.00
OVERTIME		-		-	
TEMP. EMPLOYEE SAL		-		-	
FICA (.062)		-		-	
MED TAX (.0145)	5,500.00	4,366.45	5,000.00	-	
CONTRIBUTORY RET.	80,000.00	80,566.50	88,000.00	87,658.73	98,000.00
EMP. ASST. PROG. EAP		-		-	
HEALTH INSURANCE	49,860.00	37,943.52	40,000.00	38,557.98	42,500.00
LIFE INSURANCE	320.00	255.60	320.00	252.24	320.00
UNEMP HEALTH INS TAX		-		-	
TOT. WAGES & BENEFITS	**451,255.00**	437,572.70	468,895.00	337,901.22	489,820.00

BUDGET ITEMS	FY-2019 Budgeted		FY2020 Budgeted		
NON SALARY EXPENS	7/1/18-6/30/19		7/1/19-6/30/20		
ADM. CONT. SERVICES (FS&PF)	12,500.00	-		-	
Rent	14,400.00	14,430.00	15,000.00	9,840.00	15,450.00
Parking	300.00	1,500.00	1,200.00	-	1,200.00
ADM. CONT. SERVICES (Audit)	10,000.00	2,152.00	12,000.00	-	12,500.00
LEGAL	10,000.00	17,827.50	32,000.00	18,726.81	5,000.00
TELEPNONE/INTERNET	3,600.00	2,429.43	3,600.00	1,847.59	3,500.00
FOOD SUPPLIES	500.00	538.00	500.00	473.02	600.00
OFFICE & COMPUTER SUPPLIES	1,500.00	1,485.51	2,500.00	343.53	2,000.00
MISC. EXPENSES	500.00	18.48	500.00	557.84	700.00
NEWSPAPER/MAGS/BOOKS		100.00	100.00	-	
POSTAGE (Stamps)	3,750.00	2,605.80	3,500.00	1,612.34	3,500.00
POSTAGE METER RENTAL		-		35.98	
MINI GRANTS/WELLNESS	25,000.00	19,257.08	25,000.00	12,470.92	25,000.00
STATIONERY & OFF. SUPP.		436.96		274.84	
SURETY BONDS/INS	850.00	550.00	1,250.00	450.00	1,750.00
TELEPHONES	2,400.00	-		-	
TRAINING	1,000.00	-	500.00	-	500.00

TRAVEL IN/OUT of STATE	3,000.00	706.77	3,000.00	294.32	3,000.00
UTILITIES	4,000.00	205.40	4,000.00	1,855.48	3,000.00
TOT. Inderect Costs		-		-	
Total Non-Salary	**93,300.00**	64,242.93	104,650.00	48,782.67	77,700.00

BUDGET ITEMS	**FY-2019 Budgeted**		**FY2020 Budgeted**		
I.T.	**7/1/18-6/30/19**		**7/1/19-6/30/20**		
COMPUTER HARDWARE	1,000.00	-	20,000.00	-	
COMPUTER SOFTWARE		-		-	
COMPUTER SUPPLIES		-	500.00	1,308.78	1,000.00
DESK TOP PCs		-	2,000.00	4,875.00	
MISC PROF & TECH SERV.**	10,000.00	2,639.40	18,000.00	21,468.06	26,400.00
TOTAL DATA PROCESSING	11,000.00	2,639.40	40,500.00	27,651.84	27,400.00
TOTALS	**555,555.00**	504,455.03	**614,045.00**	414,335.73	**594,920.00**

Does not include potential IT work to replace Server and/or Billing Program

TOWN OF ASHFIELD
MASSACHUSETTS 01330

412 Main Street
PO Box 560
Ashfield, MA 01330
Phone: 413-628-4441-x4
Fax: 413-628-0228
treasurer@ashfield.org

OFFICE OF THE TREASURER

May 11, 2020

Hampshire County Group Insurance Trust
ATTN: Executive Committee
98 King Street
Northampton, MA 01060

Dear Sir/Madam:

I am respectfully requesting a waiver of the $52.01 late fee assessed to the Town of Ashfield for the June 2020 billing period.

On Tuesday, March 10, 2020, when Governor Charlie Baker declared a state of emergency, the Town of Ashfield also closed its doors. I was provided a brief window of opportunity to access my office and take whatever I needed in order to work remotely. In my haste, I accidently stuffed the May insurance bill in with my March bank statements. The bill was not warranted timely and by the time I was informed that my payment would be late if not already in the mail, it was too late. I had no option but to wait for the next scheduled warrant, which wasn't until May 11, 2020.

While I do take full responsibility for not processing the bill timely, due to these unprecedented circumstances, I am asking for this waiver.

Thank you for your consideration in this matter.

Sincerely,

Rebecca Herzog

Rebecca Herzog
Treasurer
Town of Ashfield

18.

Pay Date	Michele			Karen			Cindy			Joe		
	Personal	Vacation	Sick	Personal	Vacation	Sick	Personal	Vacation	Sick	Personal	Vacation	Sick
Carried Over	0.00	60.75	400.27	0.00	99.52	619.05	0.00	76.00	697.56	0.00	174.46	572.52
New July 1st	25.60	128.00	96.00	30.00	150.00	112.50	30.00	150.00	112.50	30.00	187.50	112.50
BEGIN BALS	25.60	188.75	496.27	30.00	249.52	731.55	30.00	226.00	810.06	30.00	361.96	685.02
7/11/2019 used	0.00	(8.00)	(4.00)	0.00	(7.50)	(0.50)	0.00	(3.50)	(7.50)	0.00	(15.00)	0.00
7/25/2019 used	(2.50)	(32.00)	0.00	(2.50)	(2.50)	0.00	(1.00)	0.00	0.00	0.00	(15.00)	0.00
8/8/2019 used	(4.00)	0.00	0.00	(1.00)	(45.00)	0.00	0.00	(22.50)	0.00	0.00	(2.00)	0.00
8/22/2019 used	(4.25)	0.00	(16.00)	0.00	0.00	0.00	(3.00)	0.00	0.00	0.00	(15.00)	0.00
9/5/2019 used	0.00	0.00	0.00	0.00	(7.50)	0.00	0.00	(41.00)	0.00	0.00	0.00	0.00
9/19/2019 used	(8.00)	0.00	0.00	(6.00)	(7.50)	0.00	(1.25)	0.00	(7.50)	0.00	0.00	0.00
10/3/2019 used	(1.25)	0.00	0.00	(1.00)	(45.00)	0.00	(16.25)	0.00	0.00	0.00	(10.50)	(12.00)
10/17/2019 used	(6.00)	0.00	0.00	0.00	0.00	(9.50)	(8.50)	(3.25)	0.00	0.00	0.00	0.00
10/31/2019 used	0.00	(32.00)	0.00	0.00	0.00	(26.00)	0.00	(19.25)	0.00	(7.50)	0.00	0.00
11/14/2019 used	0.00	0.00	(4.00)	0.00	(15.00)	(2.50)	0.00	(1.00)	0.00	0.00	0.00	0.00
11/28/2019 used	0.00	(1.00)	0.00	0.00	0.00	(2.50)	0.00	0.00	(23.75)	(7.50)	(6.00)	0.00
12/12/2019 used	0.00	0.00	0.00	0.00	0.00	(1.50)	0.00	(11.00)	0.00	0.00	0.00	0.00
12/26/2019 used	0.00	0.00	0.00	(7.50)	0.00	(2.00)	0.00	(2.50)	0.00	0.00	(6.00)	0.00
1/9/2020 used	0.00	(8.00)	0.00	(5.50)	0.00	(1.00)	0.00	0.00	(2.50)	(15.00)	0.00	0.00
1/23/2020 used	0.00	0.00	0.00	0.00	(15.00)	(1.00)	0.00	0.00	(18.50)	0.00	0.00	0.00
2/6/2020 used	0.00	(1.00)	0.00	0.00	0.00	(11.50)	0.00	0.00	(30.00)	0.00	(2.50)	(9.50)
2/20/2020 used	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(7.50)	0.00
3/5/2020 used	0.00	(2.00)	0.00	0.00	0.00	(3.00)	0.00	0.00	0.00	0.00	0.00	0.00
3/19/2020 used	0.00	(4.00)	0.00	0.00	0.00	0.00	0.00	(7.50)	0.00	0.00	0.00	0.00
4/2/2020 used	0.00	(32.00)	0.00	0.00	0.00	0.00	0.00	(7.50)	0.00	0.00	0.00	(1.00)
4/16/2020 used	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4/30/2020 used	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5/14/2020 used	0.00	0.00	(3.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5/28/2020 used												
6/11/2020 used												
6/25/2020 used												
7/9/2020 used												
BALANCES:	(0.40)	68.75	469.27	6.50	104.52	670.55	0.00	107.00	720.31	0.00	282.46	662.52