Hampshire County Group Insurance Trust

88 King St, Northampton, MA 01060 | 413-584-1300

Committee:	Executive Committee EC
Date:	August 19, 2026 @ 10:00 am
Meeting Format:	Virtual
Meeting Location:	Join Teams Meeting: https://teams.microsoft.com/meet/26207858761400?p=07rtb0OKtvfRNvPiIW **Meeting ID**: 262 078 587 614 00 **Passcode:** fg6Qv65T
OneTap Mobile	+1 804-905-9967,,333642194# United States

Certain meetings normally held at the Municipal Offices are being held remotely, with adequate, alternative means of public access and, where required, public participation provided, in accordance with House Bill Number 62 of the 194th General Court, which extended the Governor's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, M.G.L. c.30A § 20, until June 30, 2027.

Executive Committee Members

Chair:	Shelley Poreda (Frontier Regional)
5000+ Residents:	Joanne Cleveland (Belchertown)
-5000 Residents:	Paula Harrison (Colrain)
School Districts:	Stacy Stewart (Gateway Regional)
At Large:	Andrew Levine (Hatfield) | Paul McLatchy III (Ashfield)
	Emily Russo, Vice Chair (Easthampton) | Donna Whiteley (South Hadley)
	Vacant

Agenda

- Call to Order
- Review and Approve Minutes of July 22, 2026
- Financial Statement/Warrant Approval

Old Business (VOTES may be taken)

- BenAdmin System Update

New Business (VOTES may be taken)

- JPA MOA Redline

Other Business (VOTES may be taken)

- Adjournment

> ***Executive session pursuant to MGLc. 30A, § 21(a)(2), to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel.***

** The listing of matters includes those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may be discussed, and other items not listed may be brought up for discussion to the extent permitted by law.*

Meeting Schedule: July, August, & September 2026

Meeting	Date	Time	Format
Executive Committee	July 22, 2026	10:00 a.m.	TEAMS
Executive Committee	**August 19, 2026**	**10:00 a.m.**	**TEAMS**
Executive Committee	September 2, 2026	10:00 a.m.	TEAMS
Insurance Advisory Committee	September 9, 2026	10:00 a.m.	TEAMS
Executive Committee	September 16, 2026	10:00 a.m.	TEAMS

Hampshire County Group Insurance Trust

88 King Street, Northampton, MA 01060

EXECUTIVE COMMITTEE MEETING MINUTES

TO: All Trust Member Units

RE: Minutes of July 22, 2026 Executive Committee Meeting Held Remotely via Microsoft Teams

MEMBERS PRESENT	GUESTS PRESENT
Shelley Poreda — *Chair* Emily Russo — *Vice Chair* Joanne Cleveland Paula Harrison Andrew Levine Paul McLatchy III Stacy Stewart Donna Whiteley	Cindy Graves Michele Komosa Christine Zdonek Danielle Chaplick Marianna Gil

CALL TO ORDER

Certain meetings normally held at the Municipal Offices are being held remotely, with adequate, alternative means of public access and, where required, public participation provided, in accordance with House Bill Number 62 of the 194th General Court, which extended the Governor's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, M.G.L. c. 30A, § 20, until June 30, 2027.

Chair Shelley Poreda called the meeting to order at 10:02 a.m. with a quorum present.

MEETING MINUTES

MOTION: On a motion by Andrew Levine, seconded by Paul McLatchy III, the minutes of the June 17, 2026 and June 23, 2026 Executive Committee meetings were approved as presented.

Result: Approved by unanimous consent.

FINANCIAL STATEMENT & WARRANT

The Chair reviewed the June financial package and FY26 budget update. The June statements showed an approximately $2.6 million monthly loss on the current cash-basis presentation and an ending cash balance of approximately $1.88 million. June receivables totaled approximately $4.8 million, largely reflecting member-unit payments that could not be made until July 1 after the units had completed their twelve FY26 payments. Those receivables had been collected by the date of the meeting, bringing total assets including receivables to approximately $11.7 million.

Based on the year-end projection, including the June receivables, the Trust is expected to close FY26 with an approximately $500,000 positive balance, subject to final year-end entries. The Committee discussed that these funds are still needed for monthly cash flow and are not currently available for investment. A final FY26 actual report will be presented to the Insurance Advisory Committee in September once all activity has been recorded.

The Committee also reviewed the quarterly CVS pharmacy rebate. Danielle Chaplick explained that the prior rebate was higher than expected and included a reconciliation, which reduced the current payment. Rebates received through the end of calendar year 2026 will continue to reflect prior-year activity because of the reporting lag. Hilb also noted that the recent rebates no longer include GLP-1 weight-loss utilization, and that improved rebate terms under the Employers Health arrangement are expected to be reflected in future periods.

On FY26 stop loss activity, Hilb reported that approximately $670,000 had been reimbursed to date, with another approximately $110,000 in the pipeline. Because the FY26 policy includes twelve months of run-out, additional reimbursement may still be received.

Run out claims for the units that left the Trust will be tracked separately from regular Trust expenditures. Deposits will first be applied against those claims, with units invoiced directly if the deposits are exhausted or refunded if the deposits exceed their final liability after 18 months. The Committee noted the timing lag between claim dollar release, preparation of the member-unit invoice, and payment.

The Chair and Cindy Graves are also working with the new Treasurer to transition the financial reporting from the existing cash-basis spreadsheets to QuickBooks and an accrual-basis presentation.

> **MOTION:** On a motion by Stacy Stewart, seconded by Paul McLatchy III, the warrant for June in the amount of $7,912,765.72 was approved as presented.
>
> **Result: Approved by unanimous consent.**

BENEFITS ADMINISTRATION SYSTEM UPDATE

Danielle reported that the operations group recommends conducting a competitive procurement for a benefits-administration system before making a final selection. Although Employee Navigator continues to appear to be a strong fit, the procurement will allow the Trust to compare pricing and functionality with other comparable systems and to incorporate member-unit feedback from the prior demonstration, including whether enrollment can support employer-entered, member-entered, or mixed workflows.

Hilb expects to prepare and release the request for qualifications in August, receive responses in September, narrow the field to a small number of finalists, and schedule demonstrations before presenting a recommendation to the Insurance Advisory Committee in the fall. The target remains a January implementation, with some flexibility into February if needed to avoid conflict with peak open enrollment activity.

AUDIT UPDATE

Cindy reported that the FY25 auditors completed their on-site work in June and had continued to request follow-up information. The auditors were targeting completion of the FY25 audit by the end of July, after which the FY26 audit will be scheduled. The auditors also advised that the Trust may begin using QuickBooks prospectively from July 1, 2026 while final FY26 information is later entered as needed.

STAFFING UPDATE

Cindy reported that Kathy LeBeau has begun serving as Treasurer and is working to establish QuickBooks, transfer the existing spreadsheet information, and obtain access to the Trust bank accounts. Karen Karowski has completed her part-time service with the Trust. Deb is working reduced hours while helping train Michele, with plans to continue phasing out Deb's hours as Michele assumes the remaining responsibilities.

The Chair recognized the progress made during the past several months in implementing items identified through Hilb's initial operational assessment and thanked Cindy, Michele, the Executive Committee, and Hilb for their work through the transition. Committee members echoed the improvement in the Trust's financial and operational position and emphasized the importance of continuing the collaborative, transparent approach as additional work is completed.

OTHER BUSINESS

At the Committee's request, Hilb reviewed the Medicare renewal process ahead of the fall release. The market for the Trust's Medicare arrangement is limited, particularly for bundled medical and prescription coverage. The BCBS Medicare renewal is expected in early September, and the Trust cannot wait until then to decide whether to market the plan. The Committee supported moving forward with a Medicare RFQ. Hilb will launch the procurement and expects to present the market results together with the renewal in late September.

Joanne Cleveland relayed feedback received after the recent public presentation regarding whether the Trust should revisit the deductible for FY28. Danielle noted that Hilb had originally recommended a $500 individual / $1,000 family deductible, but the Trust adopted the lower $250 / $500 level as an incremental first step. The current GIC benchmark deductible remains $500 / $1,000. The Committee discussed that future plan design options could include increasing the deductible toward the benchmark or introducing other plan designs such as HDHPs. Hilb will begin evaluating FY28 concepts in the late fall after the Medicare renewal cycle is completed and will return to the Executive Committee with options for discussion.

Paul McLatchy asked about beginning a review of the Trust Agreement. Hilb reported that the first draft of the JPA review had been completed and redline recommendations would be presented at the next meeting. The Committee discussed addressing the changes in phases so that higher-priority and more straightforward amendments can be considered first, while more complex provisions may be assigned to a working group for additional review.

ADJOURNMENT

There being no further business, Chair Shelley Poreda adjourned the meeting at 10:47 a.m. The next Executive Committee meeting is scheduled for August 19, 2026.

Prepared By:

Marianna Gil, Hilb Group

7/1/2026	ACH	5,898,619.93	BCBS Claims	JULY Monthly Claim prefunding & MAY settlement
7/1/2026	ACH	359.00	Workers Comp	FY27
7/1/2026	ACH	18,700.76	Checkwriters	payroll
7/3/2026	ACH	(7,263.38)	ULLICO	Stop Loss Reimb
7/3/2026	ACH	1,000.00	M&B Holdings	Rent July
7/3/2026	ACH	563,943.32	CVS	Rx weekly
7/3/2026	ACH	288.59	Comcast	Internet
7/3/2026	7299	329.38	ACSA/PPI	Dental/Vision Ins - JULY
7/3/2026	7300	42.00	Boston Mutual	Life Ins
7/3/2026	7301	7,995.32	CanaRx	Rx expense 6/16-6/30
7/7/2026	7302	900.00	AFS Assoc.	GASB 75 2026/2027
7/9/2026	7303	4,000.00	Edward Haber	IT work
7/13/2026	7304	131,682.00	Hamp Retirement	FY27 appropriation
7/13/2026	7305	15,714.00	The HILB Group	Consultant Fee - JUNE 2026
7/15/2026	ACH	8,905.00	Checkwriters	Payroll
7/15/2026	ACH	(37.38)	Checkwriters	Payroll
7/21/2026	ACH	1,963.08	Netlogix	IT service
7/21/2026	7306	352.80	CanaRx	Rx expense 7/1-7/15
7/21/2026	7307	98.02	CMS	Phone
7/21/2026	7309	6,740.00	HCGIT	Health Insurance - AUG
7/22/2026	ACH	202,481.28	CVS	Rx weekly
7/22/2026	ACH	399,589.66	CVS	Rx weekly
7/23/2026	ACH	(2,651.85)	ULLICO	Stop Loss Reimb
7/27/2026	7310	2,440.79	Hamp Retirement	JULY Deductions
7/27/2026	7311	35,189.27	US TREASURY	PCORI FEE
7/28/2026	ACH	438,619.28	CVS	Rx weekly
7/28/2026	ACH	196,375.72	BCBS Stop Loss	Reinsurance- July
7/29/2026		9,058.35	Checkwriters	Payroll
7/31/2026	ACH	764,668.35	Blue Medicare Rx	Medicare RX PDP - JUN
		8,700,103.29		

Hampshire County Group Insurance Trust

TRANSACTION REPORT JULY 2026 (FY27)

STARTING BALANCE GENERAL FUND **(M&T BANK)**				$ (1,166,936.39)
2026	TRANSACTION	A/P DEBIT	A/R CREDIT	
JULY	**M&T BANK**			
1	STOP LOSS REIMBURSEMENTS		9,915.23	$ (1,157,021.16)
1	BCBS/STOP LOSS	196,375.72		$ (1,353,396.88)
1	BLUE CROSS BLUE SHIELD/CLAIMS	5,898,619.93		$ (7,252,016.81)
1	M&T BANK (FROM ESB)		5,000,000.00	$ (2,252,016.81)
2	M&T BANK		16,397.64	$ (2,235,619.17)
7	M&T BANK		9,284.00	$ (2,226,335.17)
20	M&T BANK		336,600.62	$ (1,889,734.55)
27	M&T BANK		490,583.19	$ (1,399,151.36)
28	M&T BANK		465,830.34	$ (933,321.02)
29	M&T BANK (FROM ESB)		5,500,000.00	$ 4,566,678.98
31	M&T BANK		24,188.00	$ 4,590,866.98
31	CVS CAREMARK	1,604,633.54		$ 2,986,233.44
31	PAYROLL	33,857.37		$ 2,952,376.07
31	INTEREST		3,342.94	$ 2,955,719.01
				$ 2,955,719.01
				$ 2,955,719.01
				$ 2,955,719.01

STARTING BALANCE GENERAL FUND **(EASTHAMPTON SAVINGS BANK x5596)**				$ 3,047,441.51
2026	TRANSACTION	A/P DEBIT	A/R CREDIT	
JULY	**EASTHAMPTON SAVINGS BANK**			
				$ 3,047,441.51
				$ 3,047,441.51
1	ESB		6,407.00	$ 3,053,848.51
1	ESB		3,080.00	$ 3,056,928.51
1	ESB		112,859.00	$ 3,169,787.51
1	ESB		3,770.00	$ 3,173,557.51
1	ESB		8,530.00	$ 3,182,087.51
1	ESB		25,734.00	$ 3,207,821.51
1	ESB		82,627.00	$ 3,290,448.51
1	ESB		9,946.00	$ 3,300,394.51
1	ESB		71,278.65	$ 3,371,673.16
1	ESB		840,038.58	$ 4,211,711.74
1	ESB		78,093.00	$ 4,289,804.74
1	ESB		39,785.00	$ 4,329,589.74
1	ESB		137,773.60	$ 4,467,363.34
1	ESB		303,523.13	$ 4,770,886.47
1	ESB		306,875.59	$ 5,077,762.06
1	ESB		81,377.04	$ 5,159,139.10
1	ESB		115,442.00	$ 5,274,581.10
1	ESB (TO MTB)	5,000,000.00		$ 274,581.10
2	ESB		265,309.00	$ 539,890.10
2	ESB		297,151.00	$ 837,041.10
2	ESB		97,110.00	$ 934,151.10
2	ESB		27,045.00	$ 961,196.10
2	ESB		341,319.64	$ 1,302,515.74
2	ESB		17,629.00	$ 1,320,144.74
2	ESB		323,016.40	$ 1,643,161.14
3	ESB		15,349.00	$ 1,658,510.14
6	ESB		181,829.65	$ 1,840,339.79
7	ESB		41,524.00	$ 1,881,863.79

9	ESB		919,031.30	$ 2,800,895.09
14	ESB		14,786.00	$ 2,815,681.09
15	ESB		76,934.13	$ 2,892,615.22
16	ESB		9,946.00	$ 2,902,561.22
20	ESB		6,407.00	$ 2,908,968.22
20	ESB		173,625.00	$ 3,082,593.22
20	ESB		125,858.80	$ 3,208,452.02
23	ESB		242,616.00	$ 3,451,068.02
23	ESB		20,077.00	$ 3,471,145.02
23	ESB		82,038.00	$ 3,553,183.02
23	ESB		923,581.29	$ 4,476,764.31
23	ESB		6,875.00	$ 4,483,639.31
24	ESB		336,891.67	$ 4,820,530.98
24	ESB		15,030.00	$ 4,835,560.98
27	ESB		4,265.00	$ 4,839,825.98
28	ESB		14,036.00	$ 4,853,861.98
28	ESB		297,480.16	$ 5,151,342.14
28	ESB		90,533.00	$ 5,241,875.14
28	ESB		833,638.23	$ 6,075,513.37
28	ESB		290,559.00	$ 6,366,072.37
28	ESB		7,823.00	$ 6,373,895.37
29	ESB		237,370.00	$ 6,611,265.37
29	ESB		119,930.24	$ 6,731,195.61
29	ESB		36,282.00	$ 6,767,477.61
29	ESB		14,682.00	$ 6,782,159.61
29	ESB (TO MTB)	5,500,000.00		$ 1,282,159.61
30	ESB		97,110.00	$ 1,379,269.61
30	ESB		20,599.00	$ 1,399,868.61
30	ESB		9,510.00	$ 1,409,378.61
30	ESB		13,781.00	$ 1,423,159.61
30	ESB		75,827.00	$ 1,498,986.61
30	ESB		92,708.63	$ 1,591,695.24
30	ESB		14,463.67	$ 1,606,158.91
31	ESB		3,770.00	$ 1,609,928.91
31	ESB		8,530.00	$ 1,618,458.91
31	ESB		24,744.00	$ 1,643,202.91
31	ESB		267,763.00	$ 1,910,965.91
31	ESB		18,357.00	$ 1,929,322.91
31	ESB		1,033,194.00	$ 2,962,516.91
31	ESB		66,059.33	$ 3,028,576.24
31	CANARX	8,348.12		$ 3,020,228.12
31	BLUE MEDICARE RX (JUNE)	764,668.35		$ 2,255,559.77
31	PAYROLL	6,382.31		$ 2,249,177.46
31	ACCOUNTS PAYABLE	191,193.96		$ 2,057,983.50
31	INTEREST		5,226.59	$ 2,063,210.09
				$ 2,063,210.09
				$ 2,063,210.09
				$ 2,063,210.09
	MEMBER UNIT DEPOSITS ON HAND			
JULY		Starting Balance>>>>>>>>>>>>>>>		$ 4,611,801.96
1	BROOKFIELD		12,250.00	$ 4,624,051.96
				$ 4,624,051.96
31	Total			**$ 4,624,051.96**
	M&T BANK			
JULY	Post Employee Benefits Fund	Starting Balance>>>>>>>>>>>>>>>		$ 40,111.08
31	Retiree Health & Life Ins.	3,169.86	1,639.36	$ 38,580.58
31	Total			**$ 38,580.58**
	M&T BANK			

JULY	Accrued Vacation & Sick Time Fund	Starting Balance>>>>>>>>>>>>>>>>		$	31,317.96
				$	31,317.96
31	Total			**$**	**31,317.96**
	OPEB				
JULY	CD-Easthampton Savings			$	347,445.99
31	3 mos.@ 3.300% (matures 8/22/26) x1851		973.69	$	348,419.68
	Total			**$**	**348,419.68**
	TOTAL			**$**	**10,061,299.28**

HAMPSHIRE COUNTY GROUP INSURANCE TRUST					
FY27 Budget					
Budget Account	**2027 Budget**	**2027 YTD Projected**	**2027 YTD Actuals**	**2027 Budget - Actual Variance**	**2027 Remaining Budget**
Income					
Health Insurance Premium	$98,232,000	$8,186,000	$7,037,490	-$1,148,510	$91,194,510
Health Insurance Premium AR	$1,008,277	$0	$1,008,277	$1,008,277	$0
Pharmaceutical Rebate	$6,600,000	$0	$0	$0	$6,600,000
Reinsurance Rebate	$1,540,000	$0	$9,915	$9,915	$1,530,085
Operating Account Interest	$60,000	$5,000	$8,570	$3,570	$51,430
Total Income	**$107,440,277**	**$8,191,000**	**$8,064,252**	**-$126,748**	**$99,376,025**
Expense					
Wages					
Executive Director	$0	$0	$0	$0	$0
Insurance Administrator	$107,610	$8,968	$12,201	$3,233	$95,409
Insurance Administrator - STIPEND	$10,400	$867	$1,600	$733	$8,800
Insurance Account Representative	$0	$0	$3,210	$3,210	-$3,210
Wellness Initiative Director	$84,660	$7,055	$9,647	$2,592	$75,013
Treasurer	$13,000	$1,083	$1,083	$0	$11,917
Longevity/Vacation Buy Back	$4,000	$333	$8,923	$8,590	-$4,923
Employer SS/Medicare	$6,000	$500	$517	$17	$5,483
Unemployment	$1,000	$83	$14	-$69	$986
Total Wages	**$226,670**	**$18,889**	**$37,195**	**$18,306**	**$189,475**
Benefits					
Employee Health Insurance	$34,213	$2,851	$2,828	-$24	$31,385
Other Insurance (Life, etc)	$1,581	$132	$131	-$1	$1,450
Retiree Insurance	$19,170	$1,598	$1,510	-$88	$17,660
Retirement Expense	$131,682	$131,682	$131,682	$0	$0
Total Benefits	**$186,646**	**$136,262**	**$136,150**	**-$112**	**$50,496**
Business Insurance					
Rental Insurance	$500	$42	$0	-$42	$500
Workers Comp	$2,500	$208	$359	$151	$2,141
Liability	$2,500	$208	$0	-$208	$2,500
Total Insurance	**$5,500**	**$458**	**$359**	**-$99**	**$5,141**
Building/Facilities					
Rent	$12,000	$1,000	$1,000	$0	$11,000
Phone/Internet	$6,000	$500	$387	-$113	$5,613
Total Building/Facilities	**$18,000**	**$1,500**	**$1,387**	**-$113**	**$16,613**

HAMPSHIRE COUNTY GROUP INSURANCE TRUST					
FY27 Budget					
Budget Account	**2027 Budget**	**2027 YTD Projected**	**2027 YTD Actuals**	**2027 Budget - Actual Variance**	**2027 Remaining Budget**
Contracted Professional Services					
Executive Consultant	$188,568	$15,714	$15,714	$0	$172,854
Audit	$62,000	$5,167	$0	-$5,167	$62,000
Legal	$6,000	$500	$0	-$500	$6,000
Billing Software	$50,000	$4,167	$4,000	-$167	$46,000
IT	$35,000	$2,917	$1,963	-$954	$33,037
Total Miscellaneous	**$341,568**	**$28,464**	**$21,677**	**-$6,787**	**$319,891**
Miscellaneous					
Wellness	$5,500	$458	$0	-$458	$5,500
Payroll Processing	$2,000	$167	$167	$1	$1,833
Computer Supplies/Hardware	$3,500	$292	$0	-$292	$3,500
Postage	$500	$42	$0	-$42	$500
Postage Meter Rental	$0	$0	$0	$0	$0
Bonds	$1,000	$83	$0	-$83	$1,000
Travel	$1,000	$83	$0	-$83	$1,000
Other/Miscellaneous	$5,500	$458	$900	$442	$4,600
Total Miscellaneous	**$19,000**	**$1,583**	**$1,067**	**-$516**	**$17,933**
Health Insurance					
Health Insurance Claims	$68,330,000	$5,694,167	$5,594,000	-$100,167	$62,736,000
Health Insurance Settlement	$3,606,000	$300,500	$304,620	$4,120	$3,301,380
Pharmaceutical Claims	$21,880,000	$1,823,333	$1,604,634	-$218,700	$20,275,366
Medicare RX PDP	$8,471,426	$705,952	$764,668	$58,716	$7,706,758
CanaRX	$180,000	$15,000	$8,348	-$6,652	$171,652
ElectRX	$100,000	$8,333	$0	-$8,333	$100,000
Fed Pcori Fee	$41,000	$3,417	$35,189	$31,773	$5,811
Reinsurance	$2,369,516	$197,460	$196,376	-$1,084	$2,173,140
Total Insurance	**$104,977,942**	**$8,748,162**	**$8,507,835**	**-$240,327**	**$96,470,107**
Total Expenses	**$105,775,326**	**$8,935,319**	**$8,705,671**	**-$229,648**	**$97,069,656**
Net Income	**$1,664,951**	**-$744,319**	**-$641,418**	**-$102,901**	**$2,306,369**

MONTHLY ACCOUNTS RECEIVABLE

HAMPSHIRE COUNTY GROUP INSURANCE TRUST

FOR AUGUST 2026 PREMIUMS

AUGUST PREMIUMS NOT PAID		TO AVOID LATE ASSESSMENT FEE
AS OF JULY 31, 2026		INVOICE MUST BE PAID **BEFORE**:
		August 5, 2026
BROOKFIELD	119,113.00	**8/4/2026**
CHESTERFIELD/GOSHEN RSD	39,566.00	**8/3/2026**
HADLEY	297,131.08	**8/3/2026**
HILLTOWN CDC	16,424.00	**8/5/2026**
ORANGE	321,147.00	**8/5/2026**
CONWAY	94,082.00	**8/3/2026**
NEW SALEM/WENDELL USD	120,814.00	**8/4/2026**
	$ 1,008,277.08	