**HAMPSHIRE COUNTY GROUP INSURANCE TRUST**

**98 KING STREET**

**NORTHAMPTON, MA 01060**

TO: All Member Trust Units

RE: **Minutes of October 4, 2023**

 Insurance Advisory Committee

 Via Zoom Teleconference

**MEMBERS PRESENT:**

Julie Wonkka Jennifer Eichorn Michele Turner

Catherine Levreault Linda Gross Amber Robidoux

Joanne Misiaszek Shelley Poreda Sues’Anne Jason

Cara Leach Deborah Kuhn Angelina Bragdon

Ashley Obrzut Christopher Martin Kari Scytkowski

Denise Cashin Maureen Humphrey Barbara Miller

Paula Harrison Joan Zuzgo Heather Rock

Jan Warner Sharon Ashleigh Donna Whiteley

Allan Kidston Ryan Mailloux Jennifer Day

Sarah Kimball Eileen Seymour Irene Houle

Rich Carmignani Jr. Gabriele Voelker Michelle Hill

Emily Russo Jessalyn Zaykoski Rosie Serrano

Amy Schrader Sharon Strzegowski

**OTHERS PRESENT:**

Joseph Shea Cynthia Graves Jessica Hebert

Michele Komosa Mary Houle Gloria Congram

Wendy Bogusz Kristen Cormier

**CALL TO ORDER**

In compliance with the Governor’s orders suspending certain provisions of the open meeting laws due to Covid-19, this meeting was held via Zoom telephone/video conference.

In Chariman Russ Kaubris’ absence, Rich Carmignani, Jr. volunteered to chair the meeting which he called to order at 10:05 a.m. with a roll call that presented a quorum of 93.93% of the weighted vote.

**APPROVAL OF MINUTES**

Rich Carmignani requested that the minutes of July 19, 2023, approved by unanimous consent, all were in favor.

**FINANCIAL REPORT**

*Financial Report*

The Financial Report for the month of August was presented reflecting a starting balance of $1,431,427.23 with a total monthly income received of $7,679,237.55 and monthly expenses of $8,179,126.56 with a total net monthly income of ($499,889.01) and an ending month balance of $931,538.22 with accounts receivable of $519,568.60 leaving a total of $29,566,313.05.

*Investments and CD’s for August 2023*

The investments portfolio value was $11,430,984.12 with a market change of ($281,452.95) leaving a total of $11,149,531.17. The starting balance in CD’s was $12,464,721.48, with interest earned of $36,052.28 and a transfer of $400,000.00 to the general fund leaving a balance of $12,100,773.76.

*AUGUST EXPENDITURES*

The expenditures for the month of August were reviewed.

Rich Carmignani, Jr. requested that the full financial report, including the expenditures, be approved by unanimous consent, all were in favor.

**WELLNESS UPDATE**

Michele gave an update on the Wellness Initiative program for this Fall including 3 challenges:

* **Learn to Live –** Challenge ends Oct 15, 2023. There are also 3-4 webinars per month on different topics & those were sent to all units via email.
* **A Healthy Me –** Challenge running Sept 18th – Oct 15th. To date, 100 people have signed up for the new platform compared to the old platform which had 600 enrolled.

To sign up on the new platform, please visit “wellness.ahealthyme.com”.

* **Wellable** – Fall Challenge running from Oct 30th – December 12th.
* **Onsite Cooking Seminars -** There are three currently booked.
* **Flu Clinics** - Michele discussed that Flu Clinics would no longer be offered as they are readily available in the community.

For more information on any wellness programs contact Michele Komosa via email at michelek@hcgit.org.

**INVESTMENTS OVERVIEW**

Joe discussed our Wells Fargo investments, giving an overview of the last 9 ½ yrs. We are up 8% for 2023 and have earned 4 million dollars over those 9 1/2yrs. The last few years we have been drawing down the account due to claims going up after Covid.

**OFFICE MOVE**

The office move went smoothly, and we are settled in at 88 King St, back to business as usual after a short transition.

**RX RFP**

Joe advised that our CVS contract will be expiring June 30, 2024, John Garrish is working on RFP and hopes to have it out by next week.

**MEDEX 2024 RATE**

Joe reported our Medex plan has been running at a loss. BCBS has a projected increase for Medex of 5.6% in claims (for medical) and 2% in administration, with BMRX showing a 6.6% mandatory increase. He recommended an overall 5.26% increase to the rate.

On a motion by Julie Wonkka, seconded by Cathy Levreault, it was voted to increase the premium rate to $360.00 monthly for Medex beginning January 1, 2024. A roll call vote was taken with all in favor.

**BENEFIT CHANGES 2024**

Some questions were raised about why we do not offer a high deductible plan to our subscribers. The discussion was that a high deductible plan would increase rates and it was unnecessary to make benefit changes at this time as it was just done 4 years ago. Rates would be the only thing changing at the next renewal.

**ANNUAL ELECTIONS**

Joe explained we have 4 openings for our Executive Committee: a chairperson, a representative of towns under 5,000, and 2 representatives at large. As listed in the agenda, the following people volunteered for positions prior to the meeting:

Chairperson – Rich Carmignani Jr (Dudley)

Town under 5,000 – Gabrielle Voelker (New Salem)

2 Reps at Large – Paula Harrison (Colrain) and Shelley Poreda (Frontier)

With Rich Carmignani Jr volunteering for the Chairperson position, it left his representative at large seat open. Michele Turner of Northfield volunteered to take this position. The floor was open for other nominations; there were none.

On a motion by Michelle Hill, seconded by Emily Russo, it was voted to accept the EC member list as presented in the agenda packet with Michele Turner added as a representative at large. A roll call vote was taken with all in favor.

**LAST MINUTE ITEMS**

* There is a small town in Berkshire County (Washington) inquiring about entering the trust with 3-4 people insured, Joe thought we could allow them in under a 1-year probation period. Other inquiries were made but none have reached out again.
* Bills were received late by some units and upon arrival were wet and moldy. A complaint was made to USPS with no response. We are hoping to eliminate this problem by implementing electronic billing in the first half of 2024.

**ADJOURNMENT**

Rich Carmignani, Jr. requested to adjourn the meeting by unanimous consent at 10:53 a.m., all were in favor.

Respectfully submitted,

Jessica Hebert

**Meeting Schedule**

Executive Committee – November 15, 2023, 9:00 a.m., via ZOOM

Executive Committee – December 20, 2023, 9:00 a.m., via ZOOM

Executive Committee – January 24, 2024, 9:00 a.m., via ZOOM

Insurance Advisory Committee – January 31, 2024, 10:00 a.m., via ZOOM