

## MEETING MINUTES

### INSURANCE COMMITTEE OF THE LOUISIANA ASSESSORS' ASSOCIATION

TUESDAY, APRIL 27, 2021

10:00 A.M.

CROWNE PLAZA HOTEL, PREMIER 1 ROOM  
4728 CONSTITUTIONS AVE, BATON ROUGE, LOUISIANA 70808

A meeting of the Louisiana Assessors' Insurance Committee was held Tuesday, April 27, 2021 at 10:00 a.m. at 4728 Constitution Ave., Premier 1 Room, Baton Rouge LA 70808. The following members were present: President Tab Troxler, Vice President Lance Futch, Treasurer Jeff Gardner and Members Katherine Broadway, Kristin Gonzalez, Richard Kendrick, Keith Maxwell, Heath Pastor, Lawrence Patin, Jimbo Petitjean, Blake Phillips, Bob Robinson and Shelia Walker. Absent were members Tom Capella and Randy Sexton.

Following the roll call, prayer, Pledge of Allegiance, and Public Comment period wherein no members of the public spoke, there was a motion by Keith Maxwell and a second by Bob Robinson to approve the January 26, 2021 meeting minutes. The motion passed with no objections.

Anna Wessman, the Staff Accountant, presented the Financial report as of March 31, 2021. The financials were accepted with a motion by Jimbo Petitjean and a second by Shelia Walker. The motion passed unanimously. As summary as follows:

|                             | As of March 31, 2021 | Current Month this Year | Year to Date this Year |
|-----------------------------|----------------------|-------------------------|------------------------|
| Total Assets                | \$ 6,729,045.27      |                         |                        |
| Total Liabilities           | \$ 1,502,695.87      |                         |                        |
| Total Capital               | \$ 5,226,349.40      |                         |                        |
| Total Liabilities & Capital | \$ 6,729,045.27      |                         |                        |
| Total Revenue               |                      | \$ 1,413,199.47         | \$ 4,105,952.23        |
| Total Expenses              |                      | \$ 1,444,076.31         | \$ 4,061,713.66        |
| Net Income                  |                      | (\$ 30,876.84)          | \$ 44,238.57           |

The Executive Director then provided information on the current claims for the months of March and April 2021. There appears to be a trend in higher claims in these two months. Our insurance Broker indicated that we will better understand the claims and any trends, after the first six months of 2021. There was then a discussion regarding the current Insurance Fund Operating account balance. In a prior Committee meeting, July 2019, the committee provided authorization to the Accountant to move funds from the operating account to the Insurance Fund Reserve account, maintaining a balance of \$850,000 in the operating account. A motion was made by Blake Phillips, with a second by Richard Kendrick to provide standing authorization to the Executive Director and the Accountant to transfer funds from the Reserve Account to the Operating Account as needed, to maintain the \$850,000 balance in the operating account. All were in favor, the motion passed.

The next item on the agenda was the consideration and approval of an additional authorized signer on the US Bank Insurance Operating Account. The current LAIF Fidelity Bond requires 2 signatures on all checks issued from the Insurance Fund Operating account. After some discussion there was a motion by Jimbo Petitjean and a second by Keith Maxwell to provide check signing authority to the Executive Director, Katherine Bertrand, the Insurance Coordinator, Patricia Steele, East Baton Rouge Parish, Assessor Brian Wilson and Livingston Parish Assessor, Jeff Taylor. Any two of these individuals have the authority to sign checks on the Insurance Fund Account. The motion passed with no objections.

The next item on the Agenda was a presentation by USI Insurance Broker representative, Conrad Spatz and Dani Winterhalter. The following items were discussed.

- Medical, Rx, Dental 1<sup>st</sup> Quarter 2021 Report
- Empower Health -blood draw participation.

In addition to the items above the brokers provided reports and discussion on high cost claims. A request was made by the committee to have USI include 2019 as well as 2020 on the claims' comparison reports in the July meetings. Ms. Dani reminded everyone of the Mobile App and this benefit to all members, with remote access to our plan information, insurance cards and the enrollment guide. There was also some conversation about the out of network claims in our plan, with the ability of the broker or The Health Plan to monitor or watch for those claims, at the onset, and possibly communicate with the member. Committee member Bob Robinson requested that USI brokers provide information in the July meeting on a few potential future options for our group, including a plan with higher deductibles, a loadable debit card program and also a tiered or banned benefit by age.

President Tab Troxler then discussed the Insurance Broker review and selection process, which was addressed in the January LAIF Committee meeting. The assigned group of individuals met several times following that meeting and created an RFQ document, a selection process or scoring system, and a timeline for the entire process. After a lengthy discussion, a motion was made by Keith Maxwell to have the Executive Director adjust the current process and timeline of events to reflect review dates and approval dates correlating with the July and October meetings. The committee agreed that a second review of the documents would take place in the July quarterly meeting, with a final broker selection in the October meeting. Also, the new broker contract date would have an effective date of January 1, 2022. The motion was seconded by Jimbo Petitjean. All were in favor, and the motion passed. An additional motion and second by Keith Maxwell and Jimbo Petitjean, provided that the Executive Director add a glossary or definitions of terms and an expansion of acronyms to the current RFQ, providing for a review of the documents, in the July Insurance Committee meeting. All were in favor.

The final item on the Agenda was an Update by our System Attorney, Ms. Rebecca Wisbar on the opioid suit. The committee voted unanimously to go into Executive Session, with a motion by Keith Maxwell and a second by Blake Phillips, the committee entered Executive Session. Following the discussion, there was then a motion by Keith

Maxwell and a second by Blake Phillips to exit Executive Session, the motion passed unanimously.

With no furth business to discuss, there was a motion by Jimbo Petitjean and a second by Heath Pastor to adjourn and the Insurance Committee meeting was adjourned with no objections.