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Correspondence Memorandum

Date: October 17, 2018
To: Group Insurance Board
From: Eileen Mallow, Director
Office of Strategic Health Policy
Subject: Tentative Agenda February 2019

This memo is for informational purposes only. No Board action is required.

To be responsive to Group Insurance Board (Board) member requests for more direct input into meeting agendas, after consulting with the Board Chair, ETF staff suggests the following steps:

1. Base agenda: ETF maintains a base agenda for each quarterly meeting to assure items requiring attention by the Board are incorporated into meeting planning. A copy of the current base agenda is attached.
2. Preview of tentative next agenda: The OSHP Director will provide the Board with a tentative agenda for the next meeting as part of the agenda. The tentative agenda will be based on the best information available at the time of the meeting and could change based on Board member input or other changing circumstances.

In addition to the base agenda, the tentative agenda for the February 2019 meeting includes the following items:

1. Election of officers
2. Decision on FSA/HSA/ERA plan administrator contract
3. Initial review of plan changes for 2020 contract
4. It's Your Choice open enrollment dates for 2019
5. 2019 It's Your Choice results
6. Presentation on data warehouse dashboards
7. Board member refresher training on open meetings/open records

Staff will be available at the meeting to answer any questions.

Attachment A – Board Base agenda

Reviewed and approved by John Voelker, Deputy Secretary

Electronically Signed 10/24/18

| Board | Mtg Date | Item # |
|-------|----------|--------|
| GIB | 11.14.18 | 13A |

Group Insurance Board Base Agendas

(Include sub-points for each base agenda item from past agendas)

| February | May | August | November |
|---|--|---|--|
| <ul style="list-style-type: none"> ✓ Call to Order ✓ Minutes ✓ Announcements ✓ Election of Officers ✓ Health Insurance <ul style="list-style-type: none"> ▪ Guidelines/Uniform Benefits Timelines and Discussion ▪ <i>It's Your Choice</i> Enrollment Statistics and Open Enrollment ✓ Employee Reimbursement Account and Health Savings Account Programs <ul style="list-style-type: none"> ▪ Third Party Audits of TASC Update ✓ Operational Updates <ul style="list-style-type: none"> ▪ GIB Correspondence ▪ Legislative Update ▪ Administrative Rules Status Update ▪ Legal Case Update ▪ Ombuds Contact Report ▪ Annual Pending Appeals Status Report ▪ Local Employers Joining or Leaving the Wisconsin Group Health and Income Continuation Insurance Programs <ul style="list-style-type: none"> ▪ Proposed 20__ Meeting Dates ▪ Governance Manual Updates ▪ Wisconsin Public Records Law Basics Training ✓ Future Items for Discussion | <ul style="list-style-type: none"> ✓ Call to Order ✓ Minutes ✓ Announcements ✓ Health Insurance <ul style="list-style-type: none"> ▪ Guidelines/Uniform Benefits ▪ Dental Plan Changes ▪ Review and Accept Recommendations for plan year 20__ ✓ Supplemental Plan Changes ✓ ICI Insurance Program <ul style="list-style-type: none"> ▪ Acceptance of State and Local Actuarial Valuations and rate setting ✓ Board Policy Updates (every 3 years: 2018, 2021, 2024) ✓ Operational Updates <ul style="list-style-type: none"> ▪ GIB Correspondence ▪ Legislative Update ▪ Administrative Rules Status Update ▪ Legal Case Update ▪ Updated GIB Roster ▪ Income Continuation Insurance Annual Report ▪ Annual Ombuds Contact Report/20__ Health Plan and Pharmacy Benefit Manager Grievance and Independent Review Report ✓ Future Items for Discussion | <ul style="list-style-type: none"> ✓ Call to Order ✓ Minutes ✓ Announcements ✓ Health Insurance <ul style="list-style-type: none"> ▪ Alternate Plans <ul style="list-style-type: none"> ○ Service Area Qualifications ○ 20__ Tier Assignments ○ Financial Status ○ Uniform Benefits Update ▪ HEDIS & CAHPS Report ✓ Life Insurance <ul style="list-style-type: none"> ▪ Life Insurance Annual Report ▪ Recommendation for 20__ Premium Rates ✓ Operational Updates <ul style="list-style-type: none"> ▪ GIB Correspondence ▪ Legislative Update ▪ Administrative Rules Status Update ▪ Legal Case Update ▪ Ombuds Contact Report ▪ <i>It's Your Choice</i> Booklet Updates ▪ Annual Update for Optional Plans ✓ Future Items for Discussion | <ul style="list-style-type: none"> ✓ Call to Order ✓ Minutes ✓ Announcements ✓ Approval of Board Policies ✓ Health Insurance ✓ Wisconsin Health Insurance market: Review and Update of Developments ✓ 20__ Program and Operational Clarifications for the Group Health Insurance Program (GHIP)/Current State & Overview ✓ <i>It's Your Choice</i> Communications ✓ Life Insurance ✓ Contract Extensions (as needed) ✓ Board Policy Approvals ✓ Operational Updates <ul style="list-style-type: none"> ▪ GIB Correspondence ▪ Legislative Update ▪ Annual Ombuds Contact Report/20__ Health Plan and Pharmacy Benefit Manager Grievance and Independent Review Report (Verbal) ▪ Administrative Rules Status Update ▪ Legal Case Update ▪ Quarterly Audit Report ✓ Future Items for Discussion |

****Rotate Program Vendor Update Presentations throughout the year: 2 in February and 2 in November**