

DRAFT

MINUTES

April 12, 2019

Group Insurance Board

State of Wisconsin



Location:

Hill Farms State Office Building – CR N133/134
4822 Madison Yards Way, Madison, WI 53705

BOARD MEMBERS PRESENT:

Herschel Day, Chair (Teleconference)	Stacey Rolston (Teleconference)
Nathan Houdek, Vice-Chair (Teleconference)	Jennifer Stegall
Chuck Grapentine	Nancy Thompson
Ted Neitzke (Teleconference)	Bob Wimmer
Brian Pahnke	

PARTICIPATING EMPLOYEE TRUST FUNDS (ETF) STAFF:

Office of the Secretary

Bob Conlin, Secretary
John Voelker, Deputy Secretary
Lisa Gurley, Board Liaison
Eileen Mallow, Director, Office of
Strategic Health Policy

OTHERS PRESENT:

Department of Employee Trust Funds

John Alexander, Sara Brockman,
Beth Bucaida, Pam Henning,
Jessica Rossner, Xiong Vang,
Cherylynn Wilkins

Husch Blackwell

Nathan Halback, Mike Rogowski

Legislative Audit Bureau

Martha Gerniakowski

TASC

Cliff Mason

UW System

Erin Schoonmaker

Herschel Day, Chair, called the meeting of the Group Insurance Board (Board) to order at 8:30 a.m.

DELIBERATION ON PROPOSALS (RFP) FOR THIRD PARTY ADMINISTRATION OF HEALTH SAVINGS ACCOUNTS, SECTION 125 CAFETERIA PLAN AND EMPLOYEE REIMBURSEMENT ACCOUNTS AND COMMUTER FRINGE BENEFIT ACCOUNTS VENDOR APPEAL (ETH0052, ETH0053, ETH0054)

Board	Mtg Date	Item #
GIB	5.15.19	2C

Overview

Ms. Mallow provided an overview regarding RFPs ETH0052, ETH0053, and ETH0054. She stated that much of the information that she was about to review has been presented to the Board as it considered the initial recommendation from staff for the contract. She provided a timeline of events surrounding the listed RFPs:

- Board authorized an RFP on February 21, 2018;
- 4 RFPs were released in June 28, 2018, but later consolidated into 3;
- 6 proposals were received; 1 was disqualified for late submission of the cost proposal;
- Evaluation committee met through fall; 2 vendors were invited to do presentations on December 20, 2018 (CYC and TASC);
- Finalists were invited to present to the Board at the February 20, 2019 meeting
- Evaluation committee recommendations went to the Board at the February 20, 2019 meeting; and
- Board voted to offer the contracts to CYC at the same February 20, 2019 meeting.

Ms. Mallow stated that ETF managed the overall RFP process from beginning to end. She stated that the evaluation committee included 1 Board member, 1 payroll center representative and 3 ETF members. She mentioned that committee members were all in attendance at the vendor presentations during the RFP process. Ms. Mallow added that ETF followed its procurement policy in drafting and evaluating the RFPs and that the Board followed its established procedures in awarding the contract and considering the appeal.

The chair announced the Board would convene in closed session pursuant to the exemptions contained in Wis. Stats. s. 19.85 (1) (g) to confer with legal counsel for the Board who is rendering oral or written advice concerning strategy to be adopted by the Board with respect to litigation to which it is or is likely to become involved.

MOTION: Mr. Grapentine moved to convene in closed session, pursuant to the exemptions contained in Wis. Stats. s. 19.85 (1) (g) to confer with legal counsel for the Board who is rendering oral or written advice concerning strategy to be adopted by the Board with respect to litigation to which it is or is likely to become involved. Ms. Thompson seconded the motion, which passed on the following roll call vote:

Members Voting Aye: Day, Grapentine, Houdek, Neitzke, Pahnke, Rolston, Stegall, Thompson, Wimmer

The Board convened in closed session at 8:37 a.m. and reconvened in open session at 9:42 a.m.

BOARD DECISION REGARDING VENDOR APPEAL

Mr. Day announced the Board discussed the appeal of TASC in closed session. He stated that TASC appealed the Board's decision to award the contract for RFPs ETH0052, ETH0053, and ETH0054 to another vendor. Mr. Day stated that TASC raised several issues regarding the propriety of the Board's decision to award the contract to ConnectYourCare in its written appeal. He stated that pursuant to the Board's policy, ETF Legal Counsel and procurement staff investigated the claims made in the appeal and issued a report for the Board. He also stated that the report looked at the claims made by TASC and concluded that the Board acted appropriately in its evaluation and decision and did not violate Ch. 40. Mr. Day stated that the report recommended the Board deny the appeal and direct ETF to complete contract negotiations with ConnectYourCare. He also stated the Board discussed with counsel the substance of the report and the legal underpinnings of the appeal and report and that the board is prepared to act on the appeal.

MOTION: Ms. Thompson moved to accept the recommendation to deny the appeal submitted on behalf of TASC and to direct ETF to complete contract negotiations with ConnectYourCare. Ms. Thompson further moved that pursuant to the Board's policy, ETF Counsel will provide this decision, in writing, to TASC along with a copy of the investigation report the Board based its' decision on. Mr. Grapentine seconded the motion, which passed on the following roll call vote:

Members Voting Aye: Day, Grapentine, Neitzke, Rolston, Stegall, Thompson, Wimmer

Members Abstaining: Houdek, Pahnke

ADJOURNMENT

MOTION: Ms. Thompson moved to adjourn the meeting. Mr. Grapentine seconded the motion, which passed unanimously on a voice vote.

The meeting adjourned at 9:46 a.m.

Date Approved: _____

Signed: _____

Herschel Day, Chair
Group Insurance Board