

HAWAII EMPLOYER-UNION HEALTH BENEFITS TRUST FUND  
Minutes of the Administrative Committee Meeting  
September 17, 2014

TRUSTEES PRESENT

Ms. Audrey Hidano, Chairperson  
Mr. Dean Hirata (arrived 10:02 am)

Ms. Karolyn Mossman  
Mr. Clifford Uwaine

TRUSTEES ABSENT: None

ATTORNEY:

Mr. Kyle Chang, Deputy Attorney General

EUTF STAFF

Ms. Sandra Yahiro, Administrator  
Mr. Derek Mizuno, Assistant Administrator  
Ms. Maria Quartero  
Mr. Adam Dreher  
Ms. Lauren Endo

Mr. Tom Morrison, Benefits Consultant (via conf. call)  
Ms. Bonny Kahaleiwai  
Mr. Raymond Kan  
Ms. Donna Tonaki  
Ms. Nicole Wong

OTHERS PRESENT

Mr. Christian Fern, HMSA  
Ms. Elaine Fujiwara, HDS  
Mr. Craig Petty, Healthways

Mr. Troy Tomita, Kaiser  
Ms. Jennifer Woo, C&C of Honolulu, DHR

I. CALL TO ORDER

The meeting of the Administrative Committee was called to order at 10:00 a.m. by Trustee Audrey Hidano, Chairperson, in the EUTF Conference Room, 201 Merchant Street, Honolulu, Hawaii, on Wednesday, September 17, 2014.

MOTION was made to approve to amend agenda to move agenda item III. Old Business to the last item on the agenda. (Mossman/Uwaine) The motion passed unanimously. (Employer Trustees-1/Employee-Beneficiary Trustees-2)

II. APPROVAL OF MINUTES

A. August 22, 2014

The Administrative Committee reviewed the draft minutes of August 22, 2014. [Trustee Hirata arrived at 10:02 a.m.]

MOTION was made to approve the minutes of August 22, 2014 as circulated. (Mossman/Uwaine) The motion passed unanimously. (Employer Trustees-2/Employee-Beneficiary Trustees-2)

IV. NEW BUSINESS

A. EUTF FY 16 Budget

Ms. Donna Tonaki summarized the EUTF FY 16 budget. Ms. Sandra Yahiro

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explained the additional items being requested in the budget: (1) additional office space to lease, approximately 2,600 square feet on the 16<sup>th</sup> floor; (2) additional funding for the upcoming new benefits consultant contract effective July 1, 2015; (3) additional money to cover the Deputy Attorney General's fringe benefits; (4) creating a new EUTF branch titled Healthcare Transformation and Wellness with five (5) positions; (5) creating a new position titled Investment Officer; and (6) creating two (2) new positions titled Customer Service Representative II (CSR II) and Enrollment Technician II (ET II). Discussion held by Trustees, staff, and deputy attorney general regarding the EUTF FY 16 budget and the time the deputy attorney general spends on non EUTF and EUTF work. The EUTF staff will add footnote on line item 21 that no additional maintenance hours for BAS is needed in FY 16 and FY 17, add additional information on creating the two new positions (CSR II, ET II), and adding the additional printer for the 16<sup>th</sup> floor as a line item on the bottom portion of the proposed budget for the next Board meeting. Discussion held by Trustees and staff if the EUTF has a tool to evaluate if the EUTF actually achieves its objectives when creating new positions.

MOTION was made that the Administrative Committee recommend to the Board to approve the EUTF FY 16 budget as presented with non-substantive changes. (Hirata/Uwaine) The motion passed unanimously. (Employer Trustees-2/Employee-Beneficiary Trustees-2)

V. EXECUTIVE SESSION

MOTION was made to move into Executive Session at 10:48 a.m. (Hirata/Uwaine) The motion passed unanimously. (Employer Trustees-2/Employee-Beneficiary Trustees-2)

Executive Session adjourned at 11:29 a.m.

III. OLD BUSINESS

A. 2015 Proposed Legislation – Related to EUTF

This item is deferred until the next Committee meeting. Trustee Mossman volunteered to review proposals.

VI. FUTURE AGENDA ITEMS DISCUSSION AND NEXT MEETING DATE

The EUTF staff will poll the Committee members for available dates as soon as possible.

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VII. ADJOURNMENT

MOTION was made to adjourn the meeting at 11:30 a.m. (Mossman/Uwaine)

The motion passed unanimously. (Employer Trustees-1/Employee-Beneficiary Trustees-2)

Respectfully submitted,

/s/

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Audrey Hidano, Chairperson

APPROVED on October 22, 2014.

DOCUMENTS DISTRIBUTED:

1. Draft Administrative Committee Minutes of 8/22/14. (4 pages)
2. Draft Administrative Committee Minutes of 2/19/14. (2 pages)
3. 2014 Legislative Log dated 1/23/14. (11 pages)