

HAWAII EMPLOYER-UNION HEALTH BENEFITS TRUST FUND
Minutes of the Administrative Committee Meeting
May 29, 2003

TRUSTEES PRESENT

Ms. Kathryn S. Matayoshi, Chairperson Mr. Gerald Machida
Ms. Audrey Hidano (Arrived 8:50 am) Mr. Will Miyake

TRUSTEES ABSENT: None

ATTORNEY: Mr. Brian Aburano, Deputy Attorney General

EUTF STAFF

Mr. Mark Fukuhara, Administrator Mr. John Garner, Consultant
Ms. Maria Quartero Ms. Kathleen Shiroma
Mr. Lawrence Nishihara Ms. Donna Tonaki (Left 9:54 am)
Mr. Gary Sanehira

OTHERS PRESENT

Ms. Monica Engle, VSP Mr. Kyle Sakado, Royal State
Ms. Venus Gabuyo, MBAH Mr. Rod Tam, HMSA
Ms. Wanda Kimura, B&F Ms. Lori Taniguchi, Royal State
Ms. Georgina Kawamura, B&F Ms. Jennifer Tobin, C&C-Human Resources
Mr. Gordon Murakami, Royal State Ms. Fay Uyema, Royal State Group
Mr. Bert Nishihara, PEHF

I. CALL TO ORDER

The meeting of the Administrative Committee was called to order at 8:05 a.m. by
Chairperson Kathryn Matayoshi in Conference Room 405, Leiopapa A Kamehameha Building,
235 South Beretania Street, Honolulu, Hawaii, on Thursday, May 29, 2003.

II. APPROVAL OF MINUTES

Motion was made to approve minutes for September 13, 16, 17, 18, 2002. (Machida/Matayoshi)
Discussion: None
Vote: Unanimously passed.

III. REPORTS:

- A. Administrator: None
- B. Deputy Attorney General: None
- C. Benefits Consultant: None

IV. UNFINISHED BUSINESS: None

V. NEW BUSINESS

- A. EUTF/PEHF Transition
Mr. Mark Fukuhara introduced Mr. Bert Nishihara from PEHF and Ms. Wanda Kimura
from B&F, who will give a report on the PEHF transition (see handout).

Mr. Nishihara reported on the PEHF balance. Discussion by Trustees and staff on moneys
going to employers. Trustee Hidano arrived at 8:50 a.m. Consensus by the Administrative
Committee for Mr. Aburano to do a legal review on our authority to return moneys and

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1 Mr. Nishihara to notify PEHF Board about concerns of transferring moneys to the
2 employers.

3
4 Ms. Kimura gave an overview on workload and resource requirements and a proposal for a
5 Memorandum of Understanding (MOU) between PEHF, Director of Finance, and EUTF
6 for PEHF closeout. Mr. Nishihara gave an overview on workload and closeout activities.
7 Discussion held by Trustees on closing activities and on the final audit of the PEHF.
8 Ms. Georgina Kawamura, B&F Director gave an overview on the audits and reassured the
9 Board that they will be done on a timely basis. Further discussion by the Trustees and staff
10 on the closing of the PEHF.

11
12 MOTION was made to recommend to the Board to approve MOU between PEHF, BF, and
13 EUTF. (Miyake/Nakanelua)
14 Discussion held by Trustees.
15 Vote: Unanimously passed.

16
17 MOTION was made to move in to Executive Session to discuss RFP for TPA.
18 (Hidano/Miyake)
19 Discussion: None
20 Vote: Unanimously passed.

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22 VI. COMMUNICATIONS FROM THE PUBLIC AND INPUT FROM ATTENDEES

23 There was no communication from the public.

24
25 VII. NEXT MEETING

26 Next regular committee meeting will be scheduled at a later date.

27
28 VIII. ADJOURNMENT

29 Motion to adjourn. (Hidano/Machida)

30 Discussion: None.

31 Vote: Unanimously passed.

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33 Meeting adjourned at 11:05 a.m.

34
35 Respectfully submitted,

36
37
38 /s/

39
40 _____
41 Mark Recktenwald, Chairperson

42 APPROVED on September 18, 2003.

43
44 DOCUMENTS DISTRIBUTED:

- 45 1. Minutes for September 13, 2002. (7 Pages)
46 2. Minutes for September 16, 2002. (1 Page)
47 3. Minutes for September 17, 2002. (1 Page)
48 4. Minutes for September 18, 2002. (1 Page)
49 5. EUTF Admin Committee Transition submitted by BF/PEHF dtd 5/29/03. (8 Pages)