

HAWAII EMPLOYER-UNION HEALTH BENEFITS TRUST FUND
Minutes of the Administrative Committee Meeting
Thursday, November 14, 2019

TRUSTEES PRESENT

Ms. Audrey Hidano, Chairperson
Ms. Celeste Nip

Mr. Clifford Uwaine (arrived 9:08 a.m.)
Mr. Ryker Wada

TRUSTEES ABSENT

None

ATTORNEY

Mr. Michael Chambrella, Deputy Attorney General

EUTF STAFF

Mr. Derek Mizuno, Administrator
Ms. Donna Tonaki, Assistant Administrator
Ms. Maria Quartero
Ms. Amy Cheung

Ms. Linda Green
Ms. Bonny Kahalewai
Mr. Raymond Kan
Ms. Lara Nitta

OTHERS PRESENT

Mr. Riley Fujisaki, House Finance

Mr. Troy Tomita, Kaiser

I. CALL TO ORDER

The meeting of the Administrative Committee was called to order at 9:02 a.m. by Trustee Audrey Hidano, Chairperson, in the EUTF Board Room, 201 Merchant Street, Suite 1700, Honolulu, Hawaii, on Thursday, November 14, 2019.

II. MINUTES – August 23, 2019

The Committee reviewed the draft minutes of August 23, 2019.

MOTION was made and seconded to approve the minutes of August 23, 2019 as circulated. (Nip/Wada) The motion passed unanimously. (Employer Trustees-2/Employee-Beneficiary Trustees-1)

III. NEW BUSINESS

A. Reports to the Legislature

1. EUTF Annual Report

Mr. Derek Mizuno summarized the EUTF Annual Report. The Committee and EUTF staff discussed the number of current of employees in total and by branch.

MOTION was made and seconded to recommend to the Board approval of the EUTF Annual Report. (Nip/Wada) The motion passed unanimously. (Employer Trustees-2/Employee-Beneficiary Trustees-1)

Trustee Clifford Uwaine entered the meeting at 9:08 a.m.

2. Progress on Conversion of Exempt Employees to Civil Service

Ms. Donna Tonaki reported on progress to date converting 42 EUTF staff from exempt to civil service noting that 35 have been converted, two will be converted in 2020 and the five remaining will be addressed in the future.

MOTION was made and seconded to recommend to the Board approval of the Report to the Legislature on the progress on conversion of exempt employees to civil service. (Uwaine/Wada) The motion passed unanimously. (Employer Trustees-2/Employee-Beneficiary Trustees-2)

B. Progress on Strategic Plan – January 1, 2018 – June 30, 2019

Mr. Mizuno provided an update on the progress on the strategic plan noting that the update focuses on goals 1 and 3 that relate to active employee medical and prescription claims trends and customer service, respectively. The Committee and EUTF staff discussed concerns about member education and how the EUTF can improve reaching out to members by having more brown bag workshops and flyers. EUTF staff will work with the unions on messaging and investigate other communication avenues.

IV. EXECUTIVE SESSION

MOTION was made and seconded to move into Executive Session at 9:32 a.m. (Nip/Wada) The motion passed unanimously. (Employer Trustees-2/Employee-Beneficiary Trustees-2)

The regular meeting reconvened from Executive Session at 9:56 a.m.

The Chairperson reported that the Executive Session minutes of August 23, 2019 were approved during executive session.

V. NEXT MEETING

The Committee will have a meeting in December to discuss personnel matters.

VI. ADJOURNMENT

MOTION was made and seconded to adjourn the meeting at 9:57 a.m. (Nip/Uwaine) The motion passed unanimously. (Employer Trustees-2/Employee-Beneficiary Trustees-2)

Respectfully submitted,

/s/

Audrey Hidano, Chairperson

DOCUMENTS DISTRIBUTED:

1. Draft Administrative Committee Minutes of 8/23/19. (3 pages)
2. Progress on Strategic Plan – January 1, 2018 – June 30, 2019 for Public (12 pages)