

HAWAII EMPLOYER-UNION HEALTH BENEFITS TRUST FUND  
Minutes of the Board of Trustees  
Tuesday, July 25, 2023

TRUSTEES PRESENT

Ms. Jacqueline Ferguson-Miyamoto, Chairperson	Ms. Audrey Hidano
Mr. James Wataru, Vice Chairperson	Ms. Sabrina Nasir
Mr. Wesley Machida, Secretary-Treasurer (via video conference)	Ms. Maureen Wakuzawa
Mr. Roderick Becker	Mr. Robert Yu
Mr. Christian Fern	

TRUSTEES ABSENT

Mr. Osa Tui

ATTORNEY

Mr. Michael Chambrella, Deputy Attorney General

EUTF STAFF

Mr. Derek Mizuno, Administrator	Mr. Marvin Judd (via video conference)
Ms. Donna Tonaki, Assistant Administrator	Ms. Emily Kaimulua (via video conference)
Ms. Debra Pfeffer	Ms. Jessica McDonald (via video conference)
Ms. Desiree Yamauchi	Mr. Todd Nishida (via video conference)
Ms. Amy Cheung (via video conference)	Ms. Lara Nitta (via video conference)
Ms. Lauren Endo (via video conference)	Mr. Brett Tatsuno (via video conference)

CONSULTANTS (via video conference)

Mr. Stephen Murphy, Segal Consulting	Ms. Baelee Zeiher, Segal Consulting
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OTHERS PRESENT (via video or audio conference, unless otherwise noted)

Ms. Stacia Baek, HDS	Mr. Chris Letoto, HMSA
Ms. Amy Bell, Telus Health (in person)	Ms. Joni Lozano, CVS
Ms. Sandra Benevides, CVS	Mr. Charina Masatsugu, Kaiser
Ms. Tammi Bongoll, Kaiser	Ms. Denise Mercil, Securian
Mr. Ty Bowers, CVS	Dr. Christopher Miura, Kaiser
Mr. Su Chai, Kaiser	Ms. Julia Morse, Kaiser
Dr. Heera Chang, HDS	Ms. Cheri Overdiek, Telus Health (in person)
Ms. Erin Dey, Humana	Mr. Dave Shiroma, Kaiser
Ms. Elaine Fujiwara, HDS	Mr. Don Thacker, Telus Health (in person)
Ms. Samantha Furutani, CVS	Mr. Guy Tingey, CVS
Ms. Reyna Galinato, HMSA	Mr. Troy Tomita, Kaiser
Mr. Brent Griffiths, Telus Health	Ms. Anne VanHaaren, CVS
Mr. Galen Haneda, HMSA	Mr. Scott Yamaguchi, Kaiser
Ms. Vanelle Hirayasu, HMA	Mr. Ryan Yamane, DHRD
Ms. Monica Kim, VSP	Linda
Ms. Mae Kishimoto, HSTA-Retired	Robert
Ms. Joey Lee, HDS	Anonymous

I. CALL TO ORDER

The meeting of the Board of Trustees of the Hawaii Employer-Union Health Benefits Trust Fund (EUTF) was called to order at 9:00 a.m. by Chairperson Jacqueline Ferguson-Miyamoto, in the EUTF Board Room, 201 Merchant Street, Suite 1700, Honolulu, Hawaii, on Tuesday, July 25, 2023.

## II. REVIEW OF MINUTES – JUNE 27, 2023

The Board reviewed the draft minutes of June 27, 2023.

MOTION was made and seconded to approve the minutes of June 27, 2023, as circulated. (Wataru/Becker) The motion passed unanimously. (Employer Trustees-5/ Employee-Beneficiary Trustees-4)

## III. OLD BUSINESS

A. Benefits Administration System Implementation and Enrollment Processing Status Update  
Ms. Donna Tonaki and Mr. Brent Griffiths, Mr. Don Thacker and Ms. Amy Bell, Telus Health, provided an update on the implementation of the new Benefits Administration System (BAS) and enrollment processing noting the following:

- EUTF and Telus Health continue to manually review and adjust errors on the semi-monthly payroll files. Telus Health is focusing on resolving issues that are causing the errors to eliminate the manual intervention.
- Collection of double refunds (correct amount is 845 instead of 1,765) from BU11 members related to retroactive adjustments are being worked on with a target completion date of September 30, 2023. The highest collection amount is about \$76 since the refunds related to only three pay periods.
- Payroll issues related to pre go-live changes in coverages between 1/16/22-4/30/22 will be manually reviewed by EUTF staff after the manual payroll interventions described above are reduced as these issues are not recurring.
- Death imports and SSI Medicare Part D enrollment projected completion dates have been pushed back to September 30 and December 31, 2023, respectively, as EUTF works on the file layout and specifications with SilverScript, the Department of Health, and Telus Health.
- While planning for a two-version software upgrade, EUTF staff identified an issue related to the recent Medicare requirement to obtain from members race and ethnicity information. This item needs to be resolved or a work around developed before the software can be upgraded.

Outstanding enrollment forms are comparable (565) to the previous comparable year (July 2021 – 690).

## IV. REPORTS

### A. Segal

#### 1. Compliance News

Mr. Stephen Murphy, Segal, summarized the Segal report.

### B. Administrator

#### 1. Meetings with Legislators and Unions

#### 2. Staffing Update

#### 3. Training

Mr. Mizuno noted a Program Specialist V started last week who will be assisting with eligibility determination, enrollment and appeals.

### C. EUTF Managers' and Program Specialist' Reports

#### 1. Member Services Branch (MSB)

HAWAII EMPLOYER-UNION HEALTH BENEFITS TRUST FUND

Board of Trustees Meeting

July 25, 2023 Minutes

Page 3

- a. MSB Data
- b. Outreach & Training
- c. 2023 Active Open Enrollment
2. Information Systems (IS)
  - a. EUTF New Benefits Administration System (BAS) Project
  - b. EUTF New Benefits Administration System (BAS) Project – Data Conversion
  - c. V3 Archived Database
  - d. Enrollment Counts
3. Eligibility and Enrollment Report
  - a. Audits Currently in Progress
  - b. Completed and Recurring Audits
4. EUTF Program Specialist Report
  - a. Worksite Wellness
  - b. Preventive Health
  - c. Chronic Disease Management
5. Financial Services Branch (FSB)
  - a. FSB Performance Data
  - b. Refunds and Medicare Part B Overpayments Status
  - c. EUTF Collections
  - d. Financial Statements as of May 31, 2023

D. Carrier Reports

1. CVS Caremark
2. SilverScript
3. Hawaii Dental Service (HDS)
4. Hawaii Mainland Administrators (HMA)
5. Hawaii Medical Service Association (HMSA)
6. Humana
7. Kaiser Health Foundation
8. Securian
9. Vision Service Plan (VSP)

V. EXECUTIVE SESSION

MOTION was made and seconded to move into Executive Session at 9:20 a.m. (Yu/Wataru)  
The motion passed unanimously. (Employer Trustees-5/Employee-Beneficiary Trustees-4)

The regular meeting reconvened at 10:43 a.m.

Chairperson Ferguson-Miyamoto reported that during Executive Session, the Board approved an award under RFP 23-002 Pharmacy Benefits Consultant Services and a salary adjustment for the Administrator and Chief Investment Officer. Chairperson Ferguson-Miyamoto also reported that the following were reviewed and discussed during Executive Session:

- June 27, 2023 Executive Session minutes.
- Retiree premiums for Kaiser effective January 1, 2024.

MOTION was made and seconded to approve the Executive Session minutes of June 27, 2023, as circulated. (Wataru/Fern) The motion passed unanimously. (Employer Trustees-5/Employee-Beneficiary Trustees-4)

HAWAII EMPLOYER-UNION HEALTH BENEFITS TRUST FUND

Board of Trustees Meeting

July 25, 2023 Minutes

Page 4

MOTION was made and seconded to approve the proposed retiree premiums for Kaiser with no annual Silver and Fit fee charged to members effective January 1, 2024. (Wataru/Yu) The motion failed. (Employer Trustees-4 NO Becker, Hidano, Machida, Yu 1 YES Nasir/ Employee-Beneficiary Trustees-4 YES Ferguson-Miyamoto, Fern, Wakuzawa, Wataru)

MOTION was made to approve the proposed retiree premiums for Kaiser with an annual fee charged to members participating in the Silver and Fit program effective January 1, 2024. (Hidano)

MOTION was made and seconded to move into Executive Session at 10:52 a.m. (Yu/Fern) The motion passed unanimously. (Employer Trustees-5/Employee-Beneficiary Trustees-4)

The regular meeting reconvened at 11:06 a.m.

Trustee Hidano withdrew her motion.

MOTION was made and seconded to approve the proposed retiree premiums for Kaiser with no annual Silver and Fit fee charged to members effective January 1, 2024 and to move \$1.75 million from the retiree EUTF Trust Fund to the OPEB Trust. (Yu/Wataru) The motion passed unanimously. (Employer Trustees-5/Employee-Beneficiary Trustees-4)

VI. NEXT MEETING

Tuesday, August 29, 2023, 9:00 a.m. – Benefits Committee Report

VII. ADJOURNMENT

MOTION was made and seconded for the Board to adjourn the meeting at 11:10 a.m. (Wataru/Nasir) The motion passed unanimously. (Employer Trustees-5/Employee-Beneficiary Trustees-4)

Respectfully submitted,

/s/

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Wesley Machida, Secretary-Treasurer

APPROVED on July 25, 2023.

Documents Distributed:

1. Draft Board Minutes of June 27, 2023. (5 pages)
2. Hawaii EUTF – Ariel BAS Update, prepared by Telus Health, dated July 25, 2023. (5 pages)
3. Memorandum to BOT from Segal Consulting, regarding Segal’s Compliance News Update, dated July 25, 2023. (3 pages)
4. Administrator’s Monthly Report to the Board for June 17 – July 14, 2023, dated July 14, 2023. (1 page)
5. Memorandum to BOT from Member Services Branch Manager, regarding June – July 2023 Member Services Operations Report, dated July 14, 2023. (5 pages)
6. Memorandum to BOT from Information Systems Chief, regarding June 2023 – July 2023

HAWAII EMPLOYER-UNION HEALTH BENEFITS TRUST FUND

Board of Trustees Meeting

July 25, 2023 Minutes

Page 5

- Information Systems (IS) Operations Report, dated July 14, 2023. (9 pages)
7. Memorandum to Administrator from Member Services Branch Manager regarding June – July 2023 Eligibility and Enrollment Report, dated July 14, 2023. (2 pages)
  8. Memorandum to Administrator from EUTF Program Specialist regarding June – July EUTF Program Specialist Report, dated July 14, 2023. (10 pages)
  9. Memorandum to BOT from EUTF Financial Management Officer regarding June – July 2023 Financial Services Branch (FSB) Report, dated July 14, 2023. (15 pages)
  10. CVS Caremark Monthly Carrier Report for June 2023 dated July 3, 2023. (2 pages)
  11. SilverScript Monthly Carrier Report for June 2023 dated July 1, 2023. (2 pages)
  12. HDS Monthly Carrier Report for June 2023 dated July 10, 2023. (2 pages)
  13. HMA Monthly Carrier Report for June 2023 dated July 7, 2023. (2 pages)
  14. HMSA Monthly Carrier Report for June 2023 dated July 10, 2023. (4 pages)
  15. Humana Monthly Carrier Report for June 2023 dated July 10, 2023. (3 pages)
  16. Kaiser Permanente Monthly Carrier Report for June 2023 dated July 10, 2023. (2 pages)
  17. Securian Financial Monthly Carrier Report for June 2023 dated July 10, 2023. (1 page)
  18. VSP Monthly Carrier Report for June 2023 dated July 10, 2023. (2 pages)