

**Regional Health Cooperative
Steering Committee Meeting
Monday, February 2, 2009
- MEETING NOTES -
Baldwin, WI**

Present: Rosanne Bump, William Rubin, Carol Bulman, and Lisa Montgomery

A meeting of the steering committee commenced at 8:10 am. on February 2nd.

In the absence of Steve Healy, chair of the steering committee, William Rubin called the steering committee meeting to order.

Update on Corporate Support

Rubin gave an update on the funds on hand for the CHC effort. St. Croix EDC is the fiscal agent for the deposited funds. Several EDCs and some businesses in the region made contributions in 2008. The total is \$3,200 and Rubin expects Healy to submit a mileage claim for his trips to Madison. There are legal expenses for filing the incorporation of CHC with the state and St. Croix County, too.

Menomonie Chamber Banquet

Lisa Montgomery requested a short summary of CHC that could be read aloud at the annual Menomonie Chamber banquet. Rubin will forward this to her.

Issues

Carol Bulman said one important issue is getting information to prospective insurance carriers so that they can provide price quotes for single and family coverage. She said it will take 3-4 weeks to get information back from carriers once they receive the details in the Request For Proposals (RFP). Submitting a RFP now is a good time to do it as much of the quotes as submitted around the first of the year.

Rosanne Bump asked about the information needed for a comprehensive RFP. In short, the more information, the better. This includes details on the geographic areas (i.e. demographic discounts on rates could be available from providers). In addition, all prospective carriers need information about the prospective 'Members' of the health cooperative.

This can be obtained from a Health Questionnaire that was discussed at a previous committee meeting. The Questionnaire could be distributed via Chambers, newspapers, public forums, SHERM (human resources society), and the St. Croix Valley Employers Association, etc.

The Questionnaire represents a full census survey of all eligible employees of 'Members' of the CHC cooperative. Completion of the Questionnaire is an employer's/Member's obligation. Each employer would put the company's name on the questionnaire, and assign each employee a number to ensure confidentiality.

Some suggested the Questionnaire include a fill-in-the-blank for the name of the county each business is located in.

Who should serve as a clearinghouse for the completed Health Questionnaires? St. Croix EDC could be the clearinghouse. It was suggested that a PO Box be rented to collect the Questionnaires.

A timeline to complete the marketing activities, Health Questionnaires, and RFP was discussed:

February:

Rosanne/Lisa: Meet with chamber execs and other membership organizations to explain CHC and request they forward information to their members and community;
Work with these organizations to set dates for informational meetings with employers to discuss details about CHC

March:

Rosanne/Lisa: Host meetings with membership organizations around the 17-county region for potential CHC Members
Distribute information to employers and community members via meetings, e-mail, newsletters, and press releases;
Request the return of Health Questionnaires by April 1

RFP Committee: Complete the RFP, identify vendors for the distribution of the RFP

April:

RFP Committee: Organize Health Questionnaires, as needed
Submit RFP to prospective vendors/carriers

Broker Committee: Develop broker list, set training dates, invite brokers

May:

RFP Committee: Review quotes from prospective vendors; select one

Rosanne/Lisa: Re-connect with businesses to advise them of latest plan details and anticipated cost structure

Broker Committee: Hold broker training meetings and connect brokers to interested employers/Members

June:

Open enrollment for employers/Members of CHC

July:

CHC goes live with coverage

Discussion followed. Rosanne will review her notes on the timeline to ensure the meeting notes are complete.

Adjourn

The meeting adjourned at 9:30 a.m.

~William Rubin