

OFFICIAL MINUTES OF THE BOARD OF TRUSTEES  
COMMUNITY COLLEGE DISTRICT OF JEFFERSON COUNTY, MISSOURI  
October 17, 2013  
(637<sup>th</sup> Meeting)

regular session on Thursday, October 17, 2013, at 6:30 p.m. in the Admin Board Room on the Hillsboro campus. The meeting was called to order by Board Vice President Gary Davis.

**Roll Call/Attendance**

Members present:

|                      |     |
|----------------------|-----|
| Mr. Engelbach        | Yes |
| Mrs. Hargis          | Yes |
| Mr. Scaggs           | Yes |
| Mr. Winkelman        | Yes |
| Vice President Davis | Yes |

It was noted that Board President Meinberg was excused from the meeting.

Also present:

College President Ray Cumiskey  
Administrators  
Members of Faculty and Staff  
Mr. Rick Vest, College Insurance Broker

**Public Communication**

No one asked to speak to the Board.

**Amendment to Agenda**

It was noted that an executive session was shown on the agenda and there were no items to discuss in executive session. Therefore, on motion by Mr. Winkelman, and a second by Mrs. Hargis, the agenda was amended to remove the executive session. All members present voted in favor of the motion.

**Jefferson College Foundation Report** to hold a dinner in conjunction with the recipe contest on November 8.

- This year's Monticello induction ceremony is scheduled for November 13.

## **President's Report**

College President Cummiskey reported on the following:

- ATS Dinner: A thank you was extended to the faculty and students of the Culinary Arts Class for the wonderful meal provided to the Board prior to the meeting.
- A special thanks was given to Tom Burke and the Foundation members who helped with the golf tournament and the Motorama event.
- A Memorandum of Understanding with the University of Missouri, allowing on-line MU students to use our facilities to get access to their courses was signed last week. This agreement is similar to one we have in place with our sister community colleges. What is most important is that we continue to work with our four year partners to create opportunities for students to complete their BA degree
- This past Tuesday, (Oct. 15

The motion was seconded by Mrs. Hargis. Hearing approval from all members present, Board Vice President Davis declared the consent agenda items approved.

**Old Business**

***Revision of Board Policy II-01 – Pay Period, Salary Payments, and Deductions, and Procedure V-002 – Salaries and Remuneration (Second Reading)***

Revisions to Board Policy II-013, Pay Period, Salary Payments, and Deductions and Procedure V-002, Salaries and Remuneration were presented for second reading. They have been revised to change the pay date from the last business day of the month to the last banking day of the month. The pay period for non-exempt employees ends on the 16<sup>th</sup> of the month. The last College business day in December sometimes falls a few days after the end of the pay period. This change is necessary to allow ample time to process payroll in December. The proposed change has been reviewed with employee constituent groups.

Motion was presented by Mr. Scaggs to approve the following resolution:

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri, to approve the proposed revisions to Board Policy II-013 and Board Procedure V-002.

The motion was seconded by Mr. Winkelman. Board Vice President Davis, hearing approval from all members present, declared the motion carried and the resolution approved.

**New Business**

***Renewal of Employee Life Insurance***

The College maintains \$20,000 of life insurance on each regular full-time employee.\* As required by State law, we bid the insurance every three years. This was done in 2011, and Guardian won the competitive bid with a two-year rate guarantee on monthly premiums per \$1,000 of insurance as follows:

|               | <u>Guardian</u> |
|---------------|-----------------|
| Employee Life | \$0.17          |

AD&D coverage and the retiree life insurance for one year, effective July 1, 2013, with Guardian at the rates indicated above.

\*The \$20,000 is reduced for employees over 70 years of age.

The motion was seconded by Mrs. Hargis. Board Vice President Davis, hearing approval from all members present, declared the motion carried and the resolution approved.

### ***Renewal of Employee Medical and Dental Insurance***

We are required by law to seek proposals for our insurance coverage every three years. This year was a bid year for our medical insurance. Dental insurance was bid in 2012. Specifications for the medical insurance were prepared and mailed to eight vendors. We received proposals from Coventry, Med-Pay, Anthem, Right Choice, Healthscope, TPSI, and CIGNA. After a thorough analysis of the proposals, it appears that the best one is from our current carrier, Coventry. Coventry proposed the lowest fixed costs and deeper discounts on in-network claims. Their bid was firm based on claims incurred through June 30 whereas most of the other carriers require updated claims data past June and disclosures. Coventry's coverage also includes benefits such as disease management, case management and a wellness advisor; other carriers charge additional fees for these services. Coventry provided a quote of a 1.3% increase to our rates to administer our medical and dental plans. This results in an increase of approximately \$5,000 per year in fixed costs to the college. Coventry is also estimating an increase of approximately \$115,000 in claims liability resulting in a 4.5% increase in total fixed costs and maximum claims.

As we have a partially self-funded plan, the college collects premiums from employees and holds the funds in a separate restricted reserve account to pay claims. Employee premiums are based on our expected claims experience, plus an additional amount to fund claims administration and the costs of reinsurance. The College funds individual claims up to a stop loss of \$125,000 and up to an annual aggregate of expected claims of approximately \$2.3 million. Reinsurance covers individual claims over \$125,000 after meeting an aggregating specific of \$35,000 and total claims in excess of the maximum annual expected claims.

The College has offered the same three plans with minimal changes in coverage for over eight years. Additionally, we have not increased premiums for the POS or QHDHP in five years. The cost of health insurance is on the rise and our claims are trending up. As a result, our revenue (premiums collected) is no longer covering our expenses. Coventry projected that a 10.5% increase in our premiums for all plan participants would be necessary to account for the 4.5% increase in expected costs and the shortfall in revenues. Alternatively, we can revise our benefit levels so that the rising costs are incurred by those utilizing the plan. We recommend no increase to our premiums as indicated in Attachment "A" and revising our benefit levels as indicated in

the POS plan at no cost, or opt for the QHDHP plan and receive a premium reimbursement of \$195 per month. We will not change benefit levels or premiums for dental insurance.

It was noted that, since the printing of the Board book, the insurance company has offered dependent care flexible spending accounts to be included. Therefore, new resolutions were given to members. These revised resolutions are reflected below.

Motion was presented by Mr. Scaggs to approve the following resolutions:

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County that approval be granted to contract with Coventry of Missouri for the College's employee/dependent/retiree medical and dental insurance and the administrative services for the healthcare savings accounts and medical care and dependent care flexible spending accounts for the period January 1, 2014 through December 31, 2014.

BE IT FURTHER RESOLVED by the Board of Trustees of the Community College District of Jefferson County that approval be granted to continue to offer Jefferson College eligible retirees a Medicare Replacement Policy with United HealthCare of Missouri for the period January 1, 2014 through December 31, 2014.

The motion was seconded by Mr. Winkelman. Board Vice President Davis, hearing affirmative votes from all members present, declared the motion carried and the resolutions approved.

***Approval of Dual Credit Partnership with Grandview School District***

Board approval was requested for a dual credit partnership between Jefferson College and Grandview R-II School District. Vice President of Instruction, Dr. Mindy Selsor, and Dean of Arts & Science Education, Ms. Shirley Davenport, have worked with representatives of Grandview High School to develop a 24-credit hour program to be offered to qualifying Grandview High School students during their junior and senior years. This dual credit partnership combines face-to-



BE IT RE

the Director of Public Safety, Ms. Diane Scanga, and the Dean of Career and Technical Education, Dr. Dena McCaffrey, have been notified by Mr. Marty.

Motion was presented by Mrs. Hargis to approve the following resolution:

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri, that the resignation of Mr. Richard Marty be accepted.

The motion was seconded by Mr. Winkelman. Board Vice President Davis, hearing affirmative votes from all members present, declared the resolution approved and the resignation of Mr. Marty accepted.

**Adjournment**

There being nothing further, the meeting adjourned