

**Mt. San Antonio College  
Insurance Committee  
Group Memory of October 11, 2016**

**Committee Members:**

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|---|--|--|---|
| <input checked="" type="checkbox"/> Melissa Aguirre       | <input type="checkbox"/> Leticia Hernandez                   | <input checked="" type="checkbox"/> Duetta Langevin, Chair | <input type="checkbox"/> Unit 651 vacancy                   |
| <input checked="" type="checkbox"/> Jennifer Galbraith    | <input checked="" type="checkbox"/> Cynthia Hoover, Co-chair | <input checked="" type="checkbox"/> Marissa Marquez        | <input checked="" type="checkbox"/> Richard Lee             |
| <input checked="" type="checkbox"/> Zak Gallegos-Unit 262 | <input type="checkbox"/> Liz Jauregui                        | <input checked="" type="checkbox"/> Barbara Quinn          | <input checked="" type="checkbox"/> Yadira Santiago (notes) |
| <input checked="" type="checkbox"/> Vicki Greco           | <input checked="" type="checkbox"/> Al Kirchgraber           | <input type="checkbox"/> Norma Vizcarra                    |   |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
<b>1. Welcome/Introductions</b>	Introductions by all in attendance.	▪ <b>Welcomed Richard Lee.</b>
<b>2. Agenda Review</b>	None. Members received a printed copy.	▪ <b>Agenda approved as submitted.</b>
<b>3. Review Meeting Notes from September 13, 2016</b>	None. Members received a printed copy.	▪ <b>Memory approved as submitted.</b>
<b>4. Thomas Garcia - AFLAC</b>	Jason Davis & Thomas Garcia attended Jason Davis did the presentation to the committee, Thomas Garcia handed out packets with the product information. AFLAC is available to come out and educate employees on the services provided once we make a decision if we would like to use their services.	<ul style="list-style-type: none"> <li>▪ <b>Jennifer suggested to have approval from the committee prior to having someone come and do a presentation.</b></li> <li>▪ <b>Jennifer asked AFLAC if there would be a conflict if we had American Fidelity as another provider. Jason (AFLAC) said they <u>do not</u> have a “no compete” clause.</b></li> <li>▪ <b>Duetta will check in regards to American Fidelity having a “no compete” clause.</b></li> </ul>

<p><b>5. Goals development 2016 -17</b></p>		<ul style="list-style-type: none"> <li>▪ We do not need to do goals, not under PAC</li> </ul>
<p><b>6. Renewals</b></p>	<p>Is this something the district is willing to fund the process of RFP for a broker</p>	<ul style="list-style-type: none"> <li>▪ Duetta will check with Mike and Kerry, who signs and where are Insurance policies kept.</li> <li>▪ We would need to start process of looking into other carriers now, for next year.</li> </ul>
<p><b>7. Open Enrollment Communications</b></p>	<p>What is the process in which employees are notified about open enrollment and changes.</p>	<ul style="list-style-type: none"> <li>▪ HR sends out an email w/links and rates</li> <li>▪ HR updates the website</li> <li>▪ Jennifer mentioned, in the past, the committee was notified of changes/increases and they took the information back to their departments. HR said yes, if they are given advanced notice, they in turn will let the committee know of any changes and updates. Unfortunately this year, HR did not receive notice of changes in a timely manner.</li> <li>▪ American Fidelity will be here at the end of November and beginning of December. They will also have an online scheduler available for those needing to make appointments.</li> </ul>

<p><b>8. CALPers</b></p>	<p>Duetta is not an authorized individual to receive information from CALPers, she enlisted the help of Richard Lee, he is authorized.</p>	<ul style="list-style-type: none"> <li>▪ <b>HR will give numbers in regards to our groups/pools. (Retirees, Faculty, Staff, Manager, Age, etc)</b></li> <li>▪ <b>HR will look into different groups being offered different policies.</b></li> <li>▪ <b>Vicki asked if our health benefits would change because we are going to establish a Police Agency on campus.</b></li> <li>▪ <b>Duetta will look into: Deadline to be given, contract information, utilization and will ask about Vicki's question.</b></li> </ul>
<p><b>9. RFP Brokers</b></p>	<p>Brokers, Agents, Direct carriers</p>	<ul style="list-style-type: none"> <li>▪ <b>Committee agreed that it would be beneficial to look at options. Higher a broker to navigate the scheme of providers and their plans.</b></li> <li>▪ <b>Duetta will ask Mike if it is a possibility for the school to pay for a broker to look into future plan possibilities. Does the school have an interest?</b></li> <li>▪ <b>Jennifer and AI will look for their past meeting notes/resources, maybe share what was done in years past when looking at other options.</b></li> </ul>

<b>10. Future Items</b>		<ul style="list-style-type: none"><li>▪ <b>Informed after the meeting that Brigitte Hebert will be taking the place of Leticia Hernandez on the committee.</b></li></ul>
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