

1 HAWAII EMPLOYER-UNION HEALTH BENEFITS TRUST FUND  
2 Minutes of the Administrative Committee Meeting  
3 October 18, 2002  
4

5 TRUSTEES PRESENT

6 Ms. Kathryn S. Matayoshi, Chairperson Mr. Gerald Machida  
7 Ms. Audrey Hidano Mr. Willard Miyake  
8

9 ATTORNEY: Mr. Brian Aburano, Deputy Attorney General  
10

11 EUTF STAFF

12 Mr. Mark Fukuhara, Administrator Mr. John Garner, Consultant  
13 Ms. Maria Quartero Mr. Lawrence Nishihara  
14 Mr. Leslie Ozawa Ms. Donna Tonaki  
15

16 OTHERS PRESENT

17 Ms. Elaine Fujiwara, HDS Ms. Kären Muronaka, HSRTA  
18 Mr. Norbert Mendes, HDS Mr. George Yamamoto, HGEA-Retirees Unit  
19

20 I. CALL TO ORDER

21 The meeting of the Administrative Committee was called to order at 10:10 a.m. by  
22 Chairperson Kathryn Matayoshi in the Office on Aging Conference Room 410, No. 1  
23 Capitol District Building, 250 South Hotel Street, Honolulu, Hawaii, on Friday,  
24 October 18, 2002.  
25

26 II. APPROVAL OF MINUTES

27 None  
28

29 Consensus by Committee to take IV.C. Third Party Administrator (TPA) Request for  
30 Proposals out of order.  
31

32 III. REPORTS

33 A. Administrator

- 34 1. HFIMS Configuration  
35 2. 9 Month Plan  
36

37 Deferred to the next Committee meeting.  
38

39 B. Attorney General: None  
40

41 C. Benefits Consultant: None  
42

43 IV. UNFINISHED BUSINESS

44 A. Legislative Proposals/Amendments to Act 87a

45 Trustees requested staff to incorporate Mr. Aburano's amendments into Act 87.  
46

47 Deferred to the next Committee meeting.  
48

49 B. Financial Plan – 5 year Projection

50 Deferred to the next Committee meeting.

- 1  
2 C. Third Party Administrator (TPA) Request for Proposals  
3 Mr. Fukuhara explained draft time schedule for TPA RFP. (see handout)  
4

5 After discussion by Trustees, the Committee agreed to delegate the pre-proposal  
6 conference for the RFP to the Administrator and Garner Consulting.  
7

8 The Committee agreed to delegate to the working subcommittee to meet to review  
9 RFP.  
10

11 Meeting Dates for Subcommittee (Not for public):

12 Friday, October 25, 2002, 8 a.m. – 10 a.m.

13 Saturday, October 26, 2002, 8 a.m. – 12 noon at HGEA  
14

15 Meeting Date for Administrative Committee (Executive Session – not for public):

16 Wednesday, October 29, 2002, 7:30 a.m. – 9 a.m.  
17

18 V. NEW BUSINESS

19 None  
20

21 VI. COMMUNICATIONS FROM THE PUBLIC AND INPUT FROM ATTENDEES

22 There was no communication from the public.  
23

24 VII. NEXT MEETING

25 The next regular Committee meeting to discuss legislation and other matters is scheduled  
26 for Thursday, October 30, 2002 at 2:30 p.m.  
27

28 VIII. MOTION made to move into Executive Session. (Miyake/Hidano)

29 Discussion: None

30 Vote: Unanimously passed.

31 The Committee went into Executive Session to discuss IV.C.: 10:56 a.m. to 12:05 p.m.  
32

33 IX. ADJOURNMENT

34 Motion to adjourn. (Machida/Miyake)

35 Discussion: None.

36 Vote: Unanimously passed.  
37

38 Meeting adjourned at 12:05 p.m.  
39

40 Respectfully submitted,  
41  
42  
43  
44

45 \_\_\_\_\_  
46 Kathryn Matayoshi, Chairperson

1  
2  
3  
4  
5  
6  
7  
8  
9

DOCUMENTS DISTRIBUTED:

1. EUTF Nine-Month Plan dated October 8, 2002. (5 Pages)
2. HEUHBTF Nine-Month Work Plan submitted October 8, 2002. (1 Page)
3. Draft Time Schedule for TPA RFP. (1 Page)
4. APPROVED Minutes, Administrative Committee, July 17, 2002. (6 Pages)
5. APPROVED Minutes, Administrative Committee, August 8, 2002. (4 Pages)
6. APPROVED Minutes, Administrative Committee, August 22, 2002. (4 Pages)

DRAFT