

1 HAWAII EMPLOYER-UNION HEALTH BENEFITS TRUST FUND
2 Minutes of the Administrative Committee Meeting
3 March 4, 2003
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5 TRUSTEES PRESENT

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

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9 TRUSTEE ABSENT

10 Mr. Willard Miyake
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12 ATTORNEY: Mr. Brian Aburano, Deputy Attorney General
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14 HEUHBTF STAFF

15 Mr. Mark Fukuhara, Administrator Mr. John Garner, Consultant
16 Ms. Maria Quartero Ms. Gerti Reagan, Consultant
17 Mr. Lawrence Nishihara Ms. Kathleen Shiroma
18 Mr. Leslie Ozawa Ms. Donna Tonaki
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21 OTHERS PRESENT

22 Ms. Alana Deppe-Mariota, Kaiser Permanente Ms. Sarah Moriyama, ORTA
23 Ms. Monica Engle, HDS Mr. Rod Tam, HMSA
24 Ms. Ruth Kim, HSRTA Ms. Lori, Taniguchi, Royal State Group
25 Mr. Maurice Morita, HSTA Mr. George Yamamoto, HGEA Retirees
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27 I. CALL TO ORDER

28 The meeting of the Administrative Committee was called to order at 9:05 a.m. by
29 Chairperson Kathryn Matayoshi in Conference Room 405, No. Leiopapa A Kamehameha
30 Building, 235 South Beretania Street, Honolulu, Hawaii, on Tuesday, March 4, 2003.
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32 II. APPROVAL OF MINUTES: None
33

34 III. REPORTS:

35 A. Administrator

36 Mr. Fukuhara reported on an Informational Briefing he attended before the House
37 Labor committee on Friday, February 28, 2003. He gave them an update that EUTF
38 will be ready for open enrollment. The House Labor Committee inquired about the
39 comparison on health benefits for the Trust Fund and HSTA. A comparison report
40 was prepared by Garner and submitted to the committee. Mr. Fukuhara stated that
41 minor corrections needed to be made because Garner based the report on
42 information they had. He spoke to Ray Sodetani at HSTA-MBC and faxed the
43 comparison report for his review and corrections. He added that the changes should
44 be ready today.
45

46 B. Deputy Attorney General: None
47

48 C. Benefits Consultant

49 Mr. Garner reported that they would be meeting with carriers on contract
50 negotiations:

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Aetna – met with them last Friday.
HMSA – meeting this afternoon, March 4, 2003.
Kaiser/VSP – meeting on Wednesday, March 5, 2003.
HDS – meeting on Thursday, March 6, 2003.
ChiroPlan/MBAH/Royal – meetings on Friday, March 7, 2003.

Mr. Garner stated that the contracts should be negotiated by March 10, 2003.

IV. UNFINISHED BUSINESS: None

V. NEW BUSINESS

A. Open Enrollment

Mr. Fukuhara gave an overview on the reference booklet (see handout) and the printing process. He stated that the printing process must follow the procurement law. Due to the short time frame for printing, he asked the Committee to consider approving an exemption from the procurement law for the printing of the booklets. After discussion, the Committee requested that the staff get detailed information on the process for printing and the timeline with and without an exemption to submit to the entire Board at the next meeting. Further discussion held regarding the booklets by the Trustees, staff, carriers, and public.

Mr. Fukuhara reported on the tentative open enrollment schedule. (see handout)

MOTION was made to recommend to the Board to allow the Administrator and staff to obtain an exemption from the procurement code subject to receiving the information regarding the process and associated timelines. (Hidano/Machida)

Discussion: None

Vote: Unanimously passed.

MOTION was made to recommend to the Board to approve for staff to proceed with more detailed summaries for retirees and a good summary available for the actives with materials available from the carriers. (Hidano/Machida)

Discussion: None

Vote: Unanimously passed.

VI. COMMUNICATIONS FROM THE PUBLIC AND INPUT FROM ATTENDEES

There was no communication from the public.

VII. NEXT MEETING

The next regular Committee meeting will be scheduled at a later date.

VIII. ADJOURNMENT

Motion to adjourn. (Machida/Hidano)

Discussion: None.

Vote: Unanimously passed.

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Meeting adjourned at 10:26 a.m.

Respectfully submitted,

Kathryn Matayoshi, Chairperson

DOCUMENTS DISTRIBUTED:

1. EUTF Employee Benefits Handbook Table of Contents dated March 4, 2003 (1 Page)
2. 2003 Open Enrollment Schedule dated March 4, 2003 (2 Pages)

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