

1 HAWAII EMPLOYER-UNION HEALTH BENEFITS TRUST FUND  
2 Minutes of the Administrative Committee Meeting  
3 May 29, 2003  
4

5 TRUSTEES PRESENT

6 Ms. Kathryn S. Matayoshi, Chairperson Mr. Gerald Machida  
7 Ms. Audrey Hidano (Arrived 8:50 am) Mr. Will Miyake  
8

9 TRUSTEES ABSENT: None

10  
11 ATTORNEY: Mr. Brian Aburano, Deputy Attorney General  
12

13 EUTF STAFF

14 Mr. Mark Fukuhara, Administrator Mr. John Garner, Consultant  
15 Ms. Maria Quartero Ms. Kathleen Shiroma  
16 Mr. Lawrence Nishihara Ms. Donna Tonaki (Left 9:54 am)  
17 Mr. Gary Sanehira  
18

19 OTHERS PRESENT

20 Ms. Monica Engle, VSP Mr. Kyle Sakado, Royal State  
21 Ms. Venus Gabuyo, MBAH Mr. Rod Tam, HMSA  
22 Ms. Wanda Kimura, B&F Ms. Lori Taniguchi, Royal State  
23 Ms. Georgina Kawamura, B&F Ms. Jennifer Tobin, C&C-Human Resources  
24 Mr. Gordon Murakami, Royal State Ms. Fay Uyema, Royal State Group  
25 Mr. Bert Nishihara, PEHF  
26

27 I. CALL TO ORDER

28 The meeting of the Administrative Committee was called to order at 8:05 a.m. by  
29 Chairperson Kathryn Matayoshi in Conference Room 405, Leiopapa A Kamehameha Building,  
30 235 South Beretania Street, Honolulu, Hawaii, on Thursday, May 29, 2003.  
31

32 II. APPROVAL OF MINUTES

33 Motion was made to approve minutes for September 13, 16, 17, 18, 2002. (Machida/Matayoshi)  
34 Discussion: None  
35 Vote: Unanimously passed.  
36

37 III. REPORTS:

- 38 A. Administrator: None  
39  
40 B. Deputy Attorney General: None  
41  
42 C. Benefits Consultant: None  
43

44 IV. UNFINISHED BUSINESS: None  
45

46 V. NEW BUSINESS

- 47 A. EUTF/PEHF Transition  
48 Mr. Mark Fukuhara introduced Mr. Bert Nishihara from PEHF and Ms. Wanda Kimura  
49 from B&F, who will give a report on the PEHF transition (see handout).  
50

51 Mr. Nishihara reported on the PEHF balance. Discussion by Trustees and staff on moneys  
52 going to employers. Trustee Hidano arrived at 8:50 a.m. Consensus by the Administrative  
53 Committee for Mr. Aburano to do a legal review on our authority to return moneys and

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1 Mr. Nishihara to notify PEHF Board about concerns of transferring moneys to the  
2 employers.

3  
4 Ms. Kimura gave an overview on workload and resource requirements and a proposal for a  
5 Memorandum of Understanding (MOU) between PEHF, Director of Finance, and EUTF  
6 for PEHF closeout. Mr. Nishihara gave an overview on workload and closeout activities.  
7 Discussion held by Trustees on closing activities and on the final audit of the PEHF.

8 Ms. Georgina Kawamura, B&F Director gave an overview on the audits and reassured the  
9 Board that they will be done on a timely basis. Further discussion by the Trustees and staff  
10 on the closing of the PEHF.

11  
12 MOTION was made to recommend to the Board to approve MOU between PEHF, BF, and  
13 EUTF. (Miyake/Nakanelua)

14 Discussion held by Trustees.

15 Vote: Unanimously passed.

16  
17 MOTION was made to move in to Executive Session to discuss RFP for TPA.

18 (Hidano/Miyake)

19 Discussion: None

20 Vote: Unanimously passed.

21  
22 VI. COMMUNICATIONS FROM THE PUBLIC AND INPUT FROM ATTENDEES

23 There was no communication from the public.

24  
25 VII. NEXT MEETING

26 Next regular committee meeting will be scheduled at a later date.

27  
28 VIII. ADJOURNMENT

29 Motion to adjourn. (Hidano/Machida)

30 Discussion: None.

31 Vote: Unanimously passed.

32  
33 Meeting adjourned at 11:05 a.m.

34  
35 Respectfully submitted,

36  
37  
38 /s/

39  
40 \_\_\_\_\_  
41 Mark Recktenwald, Chairperson

42 APPROVED on September 18, 2003.

43  
44 DOCUMENTS DISTRIBUTED:

45 1. Minutes for September 13, 2002. (7 Pages)

46 2. Minutes for September 16, 2002. (1 Page)

47 3. Minutes for September 17, 2002. (1 Page)

48 4. Minutes for September 18, 2002. (1 Page)

49 5. EUTF Admin Committee Transition submitted by BF/PEHF dtd 5/29/03. (8 Pages)