

HAWAII EMPLOYER-UNION HEALTH BENEFITS TRUST FUND  
Minutes of the Administrative Committee Meeting  
March 4, 2003

TRUSTEES PRESENT

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

TRUSTEE ABSENT

Mr. Willard Miyake

ATTORNEY:        Mr. Brian Aburano, Deputy Attorney General

HEUHBTF STAFF

Mr. Mark Fukuhara, Administrator                      Mr. John Garner, Consultant  
Ms. Maria Quartero    Ms. Gerti Reagan, Consultant  
Mr. Lawrence Nishihara                                      Ms. Kathleen Shiroma  
Mr. Leslie Ozawa    Ms. Donna Tonaki

OTHERS PRESENT

Ms. Alana Deppe-Mariota, Kaiser Permanente      Ms. Sarah Moriyama, ORTA  
Ms. Monica Engle, HDS                                      Mr. Rod Tam, HMSA  
Ms. Ruth Kim, HSRTA                                        Ms. Lori, Taniguchi, Royal State Group  
Mr. Maurice Morita, HSTA                                    Mr. George Yamamoto, HGEA Retirees

I.        CALL TO ORDER

The meeting of the Administrative Committee was called to order at 9:05 a.m. by Chairperson Kathryn Matayoshi in Conference Room 405, No. Leiopapa A Kamehameha Building, 235 South Beretania Street, Honolulu, Hawaii, on Tuesday, March 4, 2003.

II.       APPROVAL OF MINUTES: None

III.      REPORTS:

A.       Administrator

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

B.       Deputy Attorney General: None

C. Benefits Consultant

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

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.

Meeting adjourned at 10:26 a.m.

Respectfully submitted,

/s/

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Kathryn Matayoshi, Chairperson

APPROVED on June 16, 2003.

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)