

**DULUTH JOINT POWERS ENTERPRISE TRUST
BOARD OF TRUSTEES MEETING MINUTES
Wednesday, February 5, 2014**

Board Members Present: Rick Ball, David Montgomery, Tom Werner, Dan Russell

Others Present: Keely Downs, Todd Hanson (CBIZ), Tom Maida, Ramona McCree (CBIZ), Wayne Parson, Sonda Strom Larson, Tom Maida, Carla Schneider, Jim Filby Williams, Ben Gasner, Shannon Sweeney, Joelle Bodin

Chair Montgomery called the meeting to order at 10:38 a.m.

Approval of Minutes: The October 9, 2013, Minutes were approved. Werner/Ball

Treasurer's Report

- Wayne Parson reviewed the financial statements through December 2013. The Income Statement for Healthcare showed a net increase of \$607,962.26 with a reserve of \$4,649,797.26. Dental showed net of increase \$96,938.99 and the reserve at \$588,978.99. Parson also distributed 2014 budgets for Health and Dental. The most noticeable change in the budgets is the dental contributions from participants. CBIZ confirmed that all fees that will be assessed next year are in the budget.

2014 Open Enrollment

- Shannon Sweeney reported on the 2014 Open Enrollment. Open Enrollment took place November 4 through 18, 2014. 119 participants changed their coverage for 2014. There were only 26 changed to dental coverage. On April 1 ClearScript is changing their vendor for customer service and all participants will receive new identification cards. Communication was good during the process. There will be continued improvements to the process and hopefully an online open enrollment will be rolled out next year. No significant changes in the demographics.

Wellness Program Update

- Shannon Sweeney gave an update from the Wellness Committee. After the re-attack session for biometrics at City Hall we had a total of 416 screenings completed and 489 flu shots administered in 2013. This is about 40% of our total participants.
- We recently completed the "Frosty Challenge" where the goal was to maintain or lose weight during the holidays. There were 71 participants and 67 maintained or lost weight. In mid-March we will begin the "Lose Weight in 8" challenge.
- The Wellness Committee is starting their work on a new Strategic Development Plan. The Wellness Committee has been researching and meeting with other companies to see what they are doing around wellness.

The meeting adjourned at 11:20 a.m. Werner/Ball

Next meeting: March 19, 2014, at 10:30 a.m. at Housing & Redevelopment Authority.

Minutes respectfully submitted by,
Sonda Strom Larson, Executive Assistant
City of Duluth