

**City of Bristol, Connecticut
Insurance Committee Meeting
April 7, 2011**

A meeting of the Insurance Committee of the Board of Finance was held on March 4, 2011 in the Purchasing Conference Room and the 1st Floor Meeting Room of City Hall. The following were in attendance: Committee Members: John Smith and Robert Casar City: Glenn Klocko, Robin Manuele, Diane Ferguson, Dennis Bieu. Greg Fradette was absent.

The meeting was called to order at 9:07 a.m.

1. To discuss the City's Wellness Program and to take any action as necessary.

John Smith directed everyone to page four in the presentation Cigna gave at the last meeting. This discusses the sample wellness goals and objectives to guide the committee in the set up of the wellness program. Diane stated they should first decide if Cigna is going to be used as the vendor. There are other companies out there who offer wellness programs. Everyone agreed it made most sense to stick with Cigna. Dennis questioned the amount of work performed by Cigna and how much would be left for the City to perform. It was agreed most of the burden could be put on Cigna, with some handouts, payroll stuffers or minimal mailings done by the City.

It was agreed a Committee needed to be formed which will include representation from the Unions. There can be quarterly events, with annual testing along with a big wellness fair. Glenn stated he felt it was necessary for Cigna to provide a calendar of events so a year could be planned out in advance. Communication is going to be a key to get employees involved. An approach similar to United Way can be taken. John commented United Way is very successful with City and BOE employees.

Diane explained some of the techniques Meriden uses for their wellness plan. The program was first rolled out to Department Heads and Union Leaders. Those who participated were given a monetary incentive if they fully participated. The following year a percentage was taken off the cost sharing of the insurance. Eventually, if people participate in the wellness program and become healthier, the overall cost of the insurance could go down.

Glenn suggested having the members of the wellness committee come to the next meeting with Cigna. Glenn referred to slide three of the presentation which explains the three components of an effective health promotion plan. The first step is data collections, which includes the health assessment along with an organizational assessment, medical claim review and an employee interest survey.

Diane questioned the best strategy to approach the Unions. John suggested Dennis and Diane meet with the Union leadership, and then the Cigna meeting can take place. The steps to approach the employees can then be laid out.

John questioned if the City had a fraud line and Diane explained the City does not. There is a Worker's Compensation fraud line, but not one for the general City. Typically, employees will tell Personnel any issues. Glenn explained this came up in the Fraud Risk Assessment with Blum Shapiro.

Discussion was held on when the Health Fair should be held. It was decided fall would be best, when the teachers return. John discussed involving Cindy Scoville from the Chamber to help with the fair.

Diane and Dennis are going to meet with the Union leadership by the first week in May. The Committee can hopefully be formed and meet with Cigna at the end of May. John will also update the Mayor on everything.

2. Adjournment.

Commissioner Casar made a motion to adjourn at 9:45 a.m.

Respectfully Submitted,

John Smith/jam

John Smith, Chairman