

Lincolnway Area Affiliation of Participating School Districts Employee Benefit Plan  
Trustees Meeting, Tuesday, May 09, 2023  
Richland Grade School District 88A, Crest Hill, IL (in-person and via Zoom call)

Minutes

1. Welcome

Chairman Simpkins called the meeting to order at 1:31 p.m.

2. Roll Call

Krzeczkowski called the roll with the following members present:

Trustees: Tim Baldermann (via phone), Margo Empen (via phone), Dr. Joe Salmieri, Joe Simpkins, and Steve Stein.

Assurance: Bobby Dufkis (via phone), Zach Giless, Ashton Harnung, April Krzeczkowski, Emma Lewis (via phone), Maryann Mileto, Danny Omiecinski (via phone) and Scott Remmenga (via phone)

Other Attendees: Andy Siegfried, Chaney-Monge S.D. (via phone); Catie Norton and Rick Engstrom, CCSD 181 (via phone); Kathy Picciolini and Nancy Ghaboun, Chicago Ridge S.D. (via phone); Laura Kriha, Gower S.D. (via phone); Sabina Fitzgerald, LWASE (via phone); Dr. Kathleen Wilkey, Lockport S.D.; Lisa Krueger and Dave Blatchley, Will-County S.D. (via phone); Tiffany Frey, SOWIC; Valerie Teegardin Laraway S.D. (via phone); Elizabeth Kaufman, Wilco S.D.; Chris Ruddy, Manhattan S.D. (via phone).

3. Action on a Request to Permit Trustee(s) to Attend Meeting Electronically

TRUSTEE STEIN MOTIONED TO APPROVE ELECTRONIC ATTENDANCE.  
TRUSTEE BALDERMANN SECONDED THE MOTION.

UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5;  
BALDERMANN, EMPEN, SALMIERI, SIMPKINS, AND STEIN; NAYS-0.

4. Approval of Agenda

Chairman Simpkins asked if any changes to the agenda. No changes were required.

TRUSTEE EMPEN MOTIONED TO APPROVE THE 05/09/2023 AGENDA AS  
PRESENTED. TRUSTEE SALMIERI SECONDED THE MOTION.

UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5;  
BALDERMANN, EMPEN, SALMIERI, SIMPKINS, AND STEIN; NAYS-0.

5. Approval of Minutes

TRUSTEE SALMIERI MOVED TO APPROVE THE 02/24/2023 BOARD MEETING MINUTES AS PRESENTED. TRUSTEE STEIN SECONDED THE MOTION.

UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5; BALDERMANN, EMPEN, SALMIERI, SIMPKINS, AND STEIN; NAYS-0.

6. Action Item: Approval of February, March and April 2023 Financial Statements as Presented

Krzeczkowski reviewed the Financial Statements. Krzeczkowski stated that LAA had a gain for the months of February and March however, this was offset by the loss in April. Additionally, YTD is positive, May is looking like a breakeven month and LAA is on track with budget.

TRUSTEE EMPEN MOVED TO APPROVE THE FEBRUARY, MARCH AND APRIL 2023 FINANCIAL STATEMENTS AS PRESENTED. TRUSTEE STEIN SECONDED THE MOTION.

UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5; BALDERMANN, EMPEN, SALMIERI, SIMPKINS, AND STEIN; NAYS-0.

7. Action Item: Presentation and Approval of Bills

Krzeczkowski went over the list of bills presented for the period February 25, to May 09, 2023. The Board reviewed the list of payments.

TRUSTEE SALMIERI MOVED TO APPROVE THE PAYMENT OF BILLS AS PRESENTED. TRUSTEE STEIN SECONDED THE MOTION.

UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5; BALDERMANN, EMPEN, SALMIERI, SIMPKINS, AND STEIN; NAYS-0.

8. Action Item: Presentation and Approval of Renewal for 9/01/2023

Assurance presented the renewal.

TRUSTEE EMPEN MOVED TO APPROVE THE RENEWAL AS PRESENTED FOR 9/01/2023. TRUSTEE STEIN SECONDED THE MOTION.

UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5; BALDERMANN, EMPEN, SALMIERI, SIMPKINS, AND STEIN; NAYS-0.

9. Action Item: Approve Renewal Employee Assistance Program

Assurance presented the renewal.

TRUSTEE SALMIERI MOVED TO APPROVE THE RENEWAL OF PERSPECTIVES, LTD FOR THE EMPLOYEE ASSISTANCE PROGRAM WITH A 2-YEAR CONTRACT TERM BEGINNING 09/01/2023 AND PREMIUM PAID ANNUALLY. TRUSTEE STEIN SECONDED THE MOTION.

UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5; BALDERMANN, EMPEN, SALMIERI, SIMPKINS, AND STEIN; NAYS-0.

10. Action Item: Approval of FY2024 Budget

Krzeczkowski presented the budget.

TRUSTEE SALMIERI MOVED TO APPROVE THE FY2024 BUDGET AS PRESENTED. TRUSTEE BALDERMANN SECONDED THE MOTION.

UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5; BALDERMANN, EMPEN, SALMIERI, SIMPKINS, AND STEIN; NAYS-0.

11. Action Item: Patient-Centered Outcome Research Institute (PCORI) Fee Filing Process

Krzeczkowski reviewed the PCORI fee for LAA members.

TRUSTEE EMPEN MOVED TO HAVE EACH LAA MEMBER COMPLETE THE ANNUAL FILING AND PAYMENT OF THE PCORI FEE INDIVIDUALLY DUE BY JULY 31, 2023, THIS YEAR, WITH EACH MEMBER RECEIVING A CREDIT FOR THE AMOUNT OF THE PCORI FEE OWED ON THEIR JULY BILLING. TRUSTEE SALMIERI SECONDED THE MOTION.

UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5; BALDERMANN, EMPEN, SALMIERI, SIMPKINS, AND STEIN; NAYS-0.

12. Action Item: PBA Dental Claim Reimbursement

TRUSTEE STEIN MOVED TO APPROVE THE PAYMENT FOR AN OUTSTANDING PBA DENTAL CLAIM DUE TO AN EXTENUATED CIRCUMSTANCE. A CREDIT IN THE AMOUNT OF \$306 WILL BE ISSUED ON GOWER'S JUNE INVOICE FOR THE REIMBURSEMENT. TRUSTEE SALMIERI SECONDED THE MOTION.

UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5; BALDERMANN, EMPEN, SALMIERI, SIMPKINS, AND STEIN; NAYS-0.

13. Action Item: Approve the Meeting Schedule for FY2024 (July 2023 to June 2024)

TRUSTEE EMPEN MOVED TO APPROVE THE FY2024 MEETING SCHEDULE WITH THE FOLLOWING DATES OF 8/03/2023, 10/20/2023, 01/19/2024, 3/08/2024, AND 5/10/2024 WITH ADDITIONAL MEETINGS TO BE SCHEDULED AS REQUIRED. TRUSTEE STEIN SECONDED THE MOTION.

UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5; BALDERMANN, EMPEN, SALMIERI, SIMPKINS, AND STEIN; NAYS-0.

14. Discussion Item: Banking/Investing Update

Krzeczkowski stated that the new bank account and CD have been opened and updated the Board on interest rates. Also, ACH payments have been implemented.

15. Discussion Item: LAA Call for Candidates and Board Election Process for FY2024

Krzeczkowski stated that the call for candidates email went out to LAA membership on 05/01/2023 and there has been no response. The Board encouraged LAA members to contact the Board if interested. Trustee Simpkins thanked Trustee Baldermann for his service on the LAA Board.

16. Discussion Item: HR Benefit Summit for Renewal, Administration, and Open Enrollment on June 2, 2023 via Zoom

Assurance provided a brief overview of the Summit and encouraged attendance.

17. Discussion Item: Administration and Benefit Updates

Assurance provided an update on claims through March, the Wellness Fair, dental plan changes as of 09/01/2023, the end of COVID Public Health Emergency (PHE) and that a Medicare Webinar will be offered on July 19<sup>th</sup>.

The Board was provided DBA name options and two were chosen for Assurance to research to ensure the name is not currently in use.

Assurance informed membership of the IRS form filing threshold change which includes the ACA form filings. Members are responsible to ensure that they are compliant.

18. Other Business

There was nothing additional to discuss.


19. Next Board Meeting Date and Location: The next LAA Trustee Meeting will be scheduled for Thursday 8/03/2023 at Richland Grade School District 88A at 1:00pm. This will be an in-person only meeting.

20. Adjournment

TRUSTEE STEIN MOVED TO ADJOURN THE MEETING. TRUSTEE BALDERMANN SECONDED THE MOTION.

UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-5; BALDERMANN, EMPEN, SALMIERI, SIMPKINS, AND STEIN; NAYS-0.

The meeting adjourned at 1:52 pm.



Chairman