

Lincolnway Area Affiliation of Participating School Districts Employee Benefit Plan
Trustees Meeting, Thursday, May 6, 2021
Lockport Elementary School District 91, Lockport, IL

Minutes

1. Welcome

Chairman Gray called the meeting to order at 10:33 a.m.

2. Roll Call for Zoom Meeting

Remmenga called the roll with the following members present:

Trustees: Donna Gray, Steve Stein (via phone), Joe Simpkins (via phone), Cathie Pezanoski (via phone); Tim Baldermann - absent.

Assurance (via phone): Scott Remmenga, Maryann Mileto, Ashton Wagner, Bobby Dufkis, and April Krzeckowski

Shorewood Agency (via phone): Marcus Taylor and Jan Smith

Other Attendees: Margo Empen & Marc Campbell, Dixon S.D.; Andy Siegfried, Chaney-Monge S.D.; Tim Arnold, Will-County S.D.; Kathy Picciolini, Chicago Ridge S.D.

3. Approval of Agenda

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

TRUSTEE SIMPKINS MOTIONED TO APPROVE THE 05/06/2021 AGENDA AS PRESENTED. TRUSTEE PEZANOSKI SECONDED THE MOTION.

UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-4; GRAY, PEZANOSKI, SIMPKINS, AND STEIN; NAYS-0; ABSENT-1; BALDERMANN.

4. Approval of Minutes

TRUSTEE PEZANOSKI MOVED TO APPROVE THE 4/8/21 BOARD MEETING MINUTES AS PRESENTED. TRUSTEE STEIN SECONDED THE MOTION.

UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-4; GRAY, PEZANOSKI, SIMPKINS, AND STEIN; NAYS-0; ABSENT-1; BALDERMANN.

5. Action Item: Adding Additional VSP Plan

TRUSTEE PEZANOSKI MOVED TO APPROVE THE IMPLEMENTATION OF AN ADDITIONAL VSP PLAN FOR THE AFFILIATION. TRUSTEE STEIN SECONDED THE MOTION.

UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-4; GRAY, PEZANOSKI, SIMPKINS, AND STEIN; NAYS-0; ABSENT-1; BALDERMANN.

6. Action Item: Change the Basis of Accounting from Cash to Accrual Effective 7/1/2021

TRUSTEE SIMPKINS MOVED TO APPROVE TO CHANGE THE ACCOUNTING BASIS FROM CASH TO ACCRUAL STARTING 7/1/2021 AND AUTHORIZE ANY CONVERSION COSTS REQUIRED. TRUSTEE PEZANOSKI SECONDED THE MOTION.

UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-4; GRAY, PEZANOSKI, SIMPKINS, AND STEIN; NAYS-0; ABSENT-1; BALDERMANN.

7. Action Item: Approval of Auditors for FY2021

TRUSTEE PEZANOSKI MOVED TO APPROVE MUELLER & CO., LLP TO COMPLETE THE FY2021 AUDIT BY 9/15/2021 WITH THE SHOREWOOD AGENCY RESPONSIBLE FOR PROVIDING ALL INFORMATION REQUESTED. TRUSTEE STEIN SECONDED THE MOTION.

UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-4; GRAY, PEZANOSKI, SIMPKINS, AND STEIN; NAYS-0; ABSENT-1; BALDERMANN.

8. Action Item: Approval of Actuary for FY2021

TRUSTEE SIMPKINS MOVED TO APPROVE MITCHELL I. SEROTA & ASSOCIATES TO COMPLETE THE FY2021 ACTUARIAL ANALYSIS BY 9/15/2021 WITH THE SHOREWOOD AGENCY RESPONSIBLE FOR PROVIDING ALL INFORMATION REQUESTED. TRUSTEE STEIN SECONDED THE MOTION.

UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-4; GRAY, PEZANOSKI, SIMPKINS, AND STEIN; NAYS-0; ABSENT-1; BALDERMANN.

9. Action Item: Yearend Filing with IL Department of Insurance for FY2021

TRUSTEE SIMPKINS MOVED TO HAVE THE SHOREWOOD AGENCY COMPLETE THE YEAREND FILING FOR FY2021 WITH THE IL DEPARTMENT OF INSURANCE ONCE THE FY2021 AUDIT AND ACTUARY ANALYSIS ARE COMPLETE WITH A COPY OF FILING SENT TO ASSURANCE. TRUSTEE PEZANOSKI SECONDED THE MOTION.

UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-4; GRAY, PEZANOSKI, SIMPKINS, AND STEIN; NAYS-0; ABSENT-1; BALDERMANN.

10. Action Item: Maturing CD's

TRUSTEE SIMPKINS MOVED FOR THE SHOREWOOD AGENCY TO NEGOTIATE BEST RENEWAL TERMS AVAILABLE PLACING FUNDS IN CD'S WITH A MAXIMUM TERM OF NO MORE THAN 6 MONTHS FOR MATURING CD'S ON 5/14/21, 5/28/21, AND 6/24/21. TRUSTEE STEIN SECONDED THE MOTION.

UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-4; GRAY, PEZANOSKI, SIMPKINS, AND STEIN; NAYS-0; ABSENT-1; BALDERMANN.

11. Action Item: Update to Bank Contacts and Authority as of 7/1/2021

TRUSTEE PEZANOSKI MOVED TO APPROVE ASSURANCE STAFF ONLY TO HAVE BANKING AND ONLINE ACCESS FOR ALL LAA BANK ACCOUNTS AS OF 7/1/2021. TRUSTEE SIMPKINS SECONDED THE MOTION.

UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-4; GRAY, PEZANOSKI, SIMPKINS, AND STEIN; NAYS-0; ABSENT-1; BALDERMANN.

12. Action Item: Billing Process for 7/1/2021 Forward

TRUSTEE PEZANOSKI MOVED TO APPROVE MONTHLY PREMIUM BASED ON ENROLLMENT DATE AS FOLLOWS:

MEDICAL, DENTAL, AND VISION PREMIUM CHARGED FOR THE MONTH IF ENROLLED THE 1ST THRU 14TH AND THE FOLLOWING MONTH IF ENROLLED THE 15TH THRU THE END OF THE MONTH.

BASIC LIFE AND AD&D AND VOLUNTARY LIFE AND AD&D PREMIUM CHARGED FOR THE MONTH OF ENROLLMENT NO MATTER WHEN ENROLLED.

TRUSTEE STEIN SECONDED THE MOTION.

UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-4; GRAY, PEZANOSKI, SIMPKINS, AND STEIN; NAYS-0; ABSENT-1; BALDERMANN.

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

TRUSTEE SIMPKINS MOVED TO HAVE EACH LAA MEMBER COMPLETE THE ANNUAL FILING AND PAYMENT OF THE PCORI FEE INDIVIDUALLY DUE BY AUGUST 2, 2021 THIS YEAR WITH EACH MEMBER RECEIVING A CREDIT FOR THE AMOUNT OF THE PCORI FEE OWED ON THEIR JULY BILLING. TRUSTEE PEZANOSKI SECONDED THE MOTION.

UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-4; GRAY, PEZANOSKI, SIMPKINS, AND STEIN; NAYS-0; ABSENT-1; BALDERMANN.

14. Discussion Item: HR Benefit Seminar for Renewal, Administration, and Open Enrollment

The Assurance team noted there will be a mandatory virtual meeting for each LAA member to attend on June 2 to review benefits, open enrollment process and updating of forms, along with the dental provider change to BCBS on July 1. Invitations will be sent out shortly after the Trustee meeting.

15. Discussion Item: Broker of Records, Business Associate Agreement, and Service Fee Agreement

The Assurance team noted all paperwork required for the transition for 7/1/2021 will be compiled and sent to Chairman Gray for signature.

16. Other Business: Chairman Gray noted appreciation to the Shorewood Agency for their assistance the past several years and enjoyed working with all the LAA Trustees. Trustee Pezanoski agreed and appreciated working with everyone. The Trustees thanked Chairman Gray and Trustee Pezanoski for their years of service.

17. Next Board Meeting Date and Location: The next LAA Trustee Meeting will be on Friday, August 20th, 2021 at Richland Grade School District 88A at 10:30am.

18. Adjournment

TRUSTEE SIMPKINS MOVED TO ADJOURN THE MEETING. TRUSTEE PEZANOSKI SECONDED THE MOTION.

UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-4;
GRAY, PEZANOSKI, SIMPKINS, AND STEIN; NAYS-0; ABSENT-1;
BALDERMANN.

The meeting adjourned at 10:54 am.



Chairman