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**ADMINISTRATION OPERATIONS AND MARKETING COMMITTEE**

Glenview Park District – Administration Building  
1930 Prairie Street, Glenview, IL 60025  
Regular Meeting Minutes  
Thursday, August 15, 2019 @ 8:30 a.m.

**1. Roll Call**

Committee Chair Joe Sullivan called the meeting to order at 8:30 am and the roll was called.

**Commissioners present:** Committee Chair: Joe Sullivan; Committee Member: Dan Peterson; Dave Tosh, Jen Roberts

**Official Staff present:** Executive Director Mike McCarty, Deputy Executive Director Katie Skibbe, Human Resources Specialist Stephenie Gualano, Recording Secretary Amy Wille

**Late Arrivals, Early Departure:** None

**Commissioners/Official Staff absent:** None

**2. AGENDA TOPICS**

**a. Policy 3.80 Disclosure**

Deputy Executive Director Katie Skibbe presented a draft of the new Policy 3.80 Disclosure. She stated this policy was drafted as a result of the due diligence process for the 2018A bonds and that it is in the best interest of the District to adopt policies and procedures to enable the district to create accurate disclosures with respect to its Official Statements, Annual Financial Information, and EMMA Notices. She noted that the District worked with bond counsel, Chapmen & Cutler, to draft this Disclosure Policy.

Commissioner Joe Sullivan asked about a section under “Official Statements” that states “the use of the Official Statement must be ratified, approved and authorized by the Board of Park Commissioners of the District”. He requested clarification on the intent of the procedure in order to ease the process for staff to issue Official Statements. Staff agreed to consult with Chapman & Cutler on clarifying the section.

The committee recommended accepting Policy 3.80 Disclosure pending its approved edits to be moved to the consent agenda for full Board approval.

**Health Insurance Discussion and Consideration of Resolution 2019-20 and 2019-21**

Deputy Executive Director Katie Skibbe gave an overview of the healthcare provider history for the Glenview Park District. The District has been with PDRMA Health since 2011 and the District’s election period for group health insurance is eligible for renewal. Due to several factors including potential cost savings, providing high quality care to employees, and maintaining stable renewal rates, staff decided to examine several options prior to renewing the District’s membership in PDRMA Health. Executive Director Mike McCarty stated the District is not looking to make any changes with the District’s risk management/liability insurance as PDRMA has provided excellent service and coverage to the District.

Skibbe presented a comparison of three healthcare provider options: PDRMA Health, Vista National, and Intergovernmental Personnel Benefit Cooperative (IPBC). She explained the different types of risk models among the providers, specifying the District’s recommendation to join IPBC’s health insurance pool due, in part, to the added benefit of

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sharing smaller claims in a sub pool. Skibbe went into detail of the differences among the three providers and their plan designs, including the number of lives insured and membership term, and presented the history of rate increases for PPO and HMO for PDRMA, IPBC, and the national trend. She indicated the preference to have a larger number of lives insured, flexibility in plan design, and ownership over reserves, all three of which are included with IPBC.

Commissioner Joe Sullivan asked about future premium rate increases and the wellness program. Human Resources Specialist Stephenie Gualano responded that IPBC would pay for biometric screenings for employees as part of the wellness program. Commissioner Jen Roberts asked about the employees' network preference and if there is overlap with the current network. Skibbe responded that staff prefers Blue Cross Blue Shield (BCBS) for employee coverage. The BCBS network is very large and most doctors included in the District's current Aetna network will also be included in the BCBS network. The District's HMO is currently with BCBS and will remain with BCBS.

Staff and committee members discussed the projected 5-year savings if the District were to switch to IPBC. PDRMA's average rate increase over the last five years has been 5.86% while IPBC has been 2.08% with an estimated savings of 3.78%. If this trend holds true moving forward, the District would save \$1,440,408 over the next five years. They went over the pros and cons of IPBC and were very positive to the change. In order to accept the change, Deputy Executive Director Katie Skibbe presented two resolutions for the Board to accept, including Resolution 2019-20 A Resolution Authorizing Withdrawal from the Park District Risk Management Agency Health Program and Resolution 2019-21 A Resolution of the Glenview Park District Accepting membership as a member of The Northwest Health Insurance Pool ("NWHIP") sub-pool which is a member of the Intergovernmental Personnel Benefit Cooperative.

The committee recommended the acceptance of Resolution 2019-20 and Resolution 2019-21 to be moved to the consent agenda for full Board approval.

**3. Other**

Deputy Executive Director Katie Skibbe updated the committee on the payment of overtime for PT1 and PT2 employees who worked on the Fourth of July. She stated that a change to the Personnel Guidelines will be presented at a future committee meeting.

**4. Matters from the Public**

None

**5. Adjourn**

Committee Chair Joe Sullivan moved seconded by Commissioner Jen Roberts to adjourn the Open Session at 9:06 am. On Voice Vote: All present voted aye, motion carried.

ATTEST:

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Jennifer G. Roberts  
Board President

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Michael D. McCarty  
Board Secretary

Approved this 19th day of September 2019.