

**Mt. San Antonio College
Insurance Committee
Group Memory of January 8, 2008**

Committee Members:

- Jan Freeman
- Jennifer Galbraith
- Royanne Garrison
- Linda Group

- Luisa Howell
- Jim Jenkins
- Al Kirchgraber
- Jack Miyamoto

- Linda Potter
- Karen Saldana (Chair)
- Carol Nelson (Notes)

- Karen Pilling (Guest)
- Jean Pierce (Guest)
- Jackie Stevenson (Guest)
- Nicole Junck (Guest)

| ITEM | DISCUSSION/COMMENTS | ACTION/OUTCOME |
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| 1. Welcome/Introductions | Introductions were made. Nicole Junck was introduced as the new Account Representative for Alliant. Linda Baldwin was welcomed as a Guest. | None. |
| 2. Agenda Review | Agenda was reviewed and approved as written. | None. |
| 3. Review Group Memory from November 13, 2007 | Group Memory was reviewed and approved as written. | Group Memory will be posted. |
| 4. 403B Administrator (L. Baldwin) | Previously, LACOE handled the administration for tax shelters. Due to new Internal Revenue Service requirements, beginning January 2008, OCTFCU will be administering the 403(b) and 457 plans at Mt. SAC. All changes or new accounts will need to be made directly with OCTFCU. You do not have to be a member of the credit union to participate in any tax shelter program. OCTFCU is requiring that all tax shelter companies sign an Information Sharing Agreement. Any companies that refuse to sign the Agreement will not be approved. This has resulted in 40 employees needing to change companies. Linda Baldwin distributed the old and new lists of annuity companies that are on the 403bcompare.com website. | None. |
| 5. Equity Fund Balance (K. Saldana) | Karen Saldana presented a spreadsheet on the dental and vision surplus fund accounts after the November, December, and January premium holidays. The spreadsheet is in draft form only and will be updated once the premiums are paid. Karen Pilling stated that the Dental premiums for January 2008 are more than the amount that was projected. The balance is being held in the Risk Management Deposit | Karen Saldana to confirm the balance of the surplus funds account and discuss options with Mike Gregoryk. |

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| | Fund. There was discussion to offer all employees a Vision premium holiday in the near future once the balance of the funds are confirmed. | |
| 6. Review Consultant Timelines | Jackie Stevenson handed out and discussed the revised Renewal & Marketing Timeline. Karen Pilling and Linda Group are completing the census request for all employees and retirees, which should be completed by the end of the week. Jackie has requested the dental, vision, and life experience from ASCIP. | None. |
| 7. Market Update (J. Stevenson) | Jackie Stevenson handed out a presentation on the update in the marketplace. | More discussion on the Marketplace Update at our next meeting. |
| 8. Committee Goals (J. Stevenson) | Karen Saldana handed out the Insurance Committee Goals in the format that PAC requested. Also handed out was the PAC Committee College Goals. There was discussion on whether the goals are too involved. It was recommended that the Committee Goal to PAC would be: "Conduct broad evaluation of marketplace options for employee health benefits and make recommendations based on the long-term health and viability of the plans into future years." The goal will be linked to College Goals #9. Implementation Timeline will be ongoing. Status of Implementation will be Planning. | Karen Saldana to submit the Insurance Committee's College Goal to the Committee and then to Diana Casteel. |
| 9. Miscellaneous | February 12, 2008, Insurance Committee meeting needs to be rescheduled. | The meeting will be rescheduled for February 26, 2008, in Conference Room 4-101. |

FUTURE MEETING DATES (1:15 – 3:15 p.m.), Conference Room 4-235

February 26, 2008 (meet in 4-101)
 March 11, 1008
 April 8, 2008
 May 13, 2008
 June 10, 2008