

Date: April 4, 2024  
To: JLMBC  
From: Staff  
Subject: **Projects & Activities Report**

**JLMBC MEMBERS:**

Management

**Dana Brown, Chairperson**

**Tony Royster, First Prov. Chairperson**

Matthew Rudnick

Matthew Szabo

Holly Wolcott

Employee Organizations

**Jenita Igwealor, Vice-Chairperson**

**Marleen Fonseca, Second Prov. Chairperson**

Chad Boggio

Esteban Lizardo

Lisa Palombi

## **RECOMMENDATION**

This informational report provides a routine update of projects and activities.

## **DISCUSSION**

Following are informational, project, and staffing summary updates for the LAwell Civilian Benefits Program (LAwell Program) for the month of March 2024 and the upcoming meetings calendar.

### **A. Informational Updates**

- **Anthem Network Update** – Staff provides updates in the monthly projects and activities report regarding Anthem provider negotiations that may potentially impact City members. The following is a follow-up to a prior Anthem network update.
  - **UC Health** – At the March 2024 JLMBC meeting, staff reported that the Anthem network agreement with UC Health was extended to April 1, 2024, to allow both parties sufficient time to finalize the new contract and allow members continuing and uninterrupted in-network care.

Since that update, Anthem has advised the City that work is continuing to finalize the contract and that the existing contract has been extended once more, from April 1 to April 15, 2024, to allow for additional time. Anthem will be mailing out an update letter to the 18 members and their dependents assigned to UC Health.

### **B. Project Updates**

- **Affordable Care Act (ACA) Update** – Preparation work on for the next phase of the 2023 ACA Tax Year filing is almost complete. The aca data file has been finalized and scheduled to be electronically filed with the Internal Revenue Service by the April 1, 2024 deadline.

The City has also exercised the extension options within its contract with BenefitScape and extended the contract through August 2025. With the 2023 ACA Tax Year filing coming to a close, work is starting with the 2024 ACA Tax Year filing. Staff and BenefitScape are currently working on compiling and reviewing the 2024 January and February payroll and benefit data.

- **Request for Proposal (RFP) Update** – The following are updates to the Health and Dependent Care Spending Accounts and the Life, Disability, and AD&D RFPs.
  - **Health and Dependent Care Spending Accounts RFP** – The deadline to submit proposals for this RFP was March 21. Six proposals were received by the submission deadline. The RFP evaluation team is currently working on reviewing and evaluating the proposals with an aim to complete the evaluation and prepare a recommendation to the JLMBC in May 2024. Proposals were received from the following firms:
    - Ameriflex
    - Health Equity (*incumbent*)
    - Inspira
    - TASC (Total Administrative Services Corporation)
    - ThrivePass
    - Voya
  - **Life, Disability, and AD&D RFP** – The deadline to submit proposals for this Joint RFP was March 12. As this was a joint RFP, each benefit service was separate and could receive proposals independently. A total of nine proposals were received by the submission deadline for Life Insurance Services. A total of eight proposals were received by the submission deadline for Disability Insurance Services. And a total of nine proposals were received by the submission deadline for Accidental Death & Dismemberment services. The RFP evaluation team is currently working on reviewing and evaluating the proposals with an aim to complete the evaluation and prepare a recommendation to the JLMBC in May 2024. Proposals were received from the following firms under the following services:

<b><u>Life Insurance</u></b>	<b><u>Disability Insurance</u></b>	<b><u>AD&amp;D Insurance</u></b>
<ul style="list-style-type: none"> <li>• AFLAC</li> <li>• Lincoln</li> <li>• MetLife</li> <li>• New York Life</li> <li>• Reliance Matrix (RLSI)</li> <li>• Securian</li> <li>• The Hartford</li> <li>• The Standard (<i>incumbent</i>)</li> <li>• Voya</li> </ul>	<ul style="list-style-type: none"> <li>• AFLAC</li> <li>• Lincoln</li> <li>• MetLife</li> <li>• New York Life</li> <li>• Reliance Matrix (RLSI)</li> <li>• The Hartford</li> <li>• The Standard (<i>incumbent</i>)</li> <li>• Voya</li> </ul>	<ul style="list-style-type: none"> <li>• AFLAC</li> <li>• Lincoln</li> <li>• MetLife</li> <li>• New York Life</li> <li>• Reliance Matrix (RLSI)</li> <li>• Securian</li> <li>• The Hartford</li> <li>• The Standard (<i>incumbent</i>)</li> <li>• Voya</li> </ul>

Due to the number of proposals received, staff is recommending that an additional special meeting be scheduled in May to allow sufficient time for staff and the City’s benefits consultants to fully present the concepts and available options to the JLMBC. The special meeting is currently being scheduled for May 16. Staff intends to schedule all RFP discussions over the course of the both May 2 and May 16 JLMBC meetings.

### C. Staffing Summary

With the recent hiring of a Senior Personnel Analyst staff member to fill the vacant Senior Benefits Analyst I position overseeing the Wellness Program, there are currently no vacant positions supporting the LAwell Program.

The following is a summary of the current staff positions supporting the LAwell Program:

Position Authority	Incumbent Job Class	Staff Member	Function	Est. % Allocated to LAwell Program
<b>Personnel</b>				
Chief Personnel Analyst	Ch Benefits Analyst	Paul Makowski	Division Chief	60%
Senior Benefits Analyst II	Sr Personnel Analyst II	Daniel Powell	Governance-Wellness-Contracts/Procurements	60%
Senior Benefits Analyst II	Sr Benefits Analyst II	Chuong Tran	Member Services Section Manager	100%
Senior Benefits Analyst I	Personnel Analyst	Karina Aguiar	Data Compliance/Payroll	100%
Senior Benefits Analyst I	Senior Benefits Analyst I	Theodore Vasquez	TPA Administration/ACA/Member Services	100%
Senior Benefits Analyst I	Sr Personnel Analyst I	Andrew Torres	Wellness Program Coordinator	100%
Accounting Rec. Supvr II	Accounting Rec. Supvr II	Maria Gomez	Direct Bill Supervisor/Trust Fund Budget	60%
Benefits Analyst	Sr Benefits Analyst	120-Day Appt	Communications/JLMBC/Participant Services	100%
Benefits Analyst	Management Analyst	Robyann Jumaoas	COBRA/EFAP/BPP	100%
Benefits Analyst	Benefits Analyst	Isela Jurado	Contractor Efficiency & Direct Bill	100%
Benefits Analyst	Benefits Analyst	Brianna Collins	Wellness Program Assistant	100%
Benefits Specialist	Management Assistant	Matt Elmange	Direct Bill	100%
Benefits Specialist	Management Assistant	Benedict Paz	Direct Bill	100%
Benefits Specialist	Benefits Specialist	Marisela Hernandez	Member Services Rep	100%
Benefits Specialist	Administrative Clerk	Araceli Goza	Member Services Rep	100%
Benefits Specialist	Administrative Clerk	Teresa Rubio	Member Services Rep	100%
Accounting Clerk	Accounting Clerk	Lanellie Apostol	Accounts Payable and Receivable/Audits	60%
Accounting Clerk	Accounting Clerk	Skylar Cain	Accounts Payable and Receivable/Audits	60%
<b>City Attorney</b>				
Deputy City Attorney	Deputy City Attorney	Charles Hong	Committee Counsel	25%

**D. Upcoming Meetings Calendar**

Staff maintains a calendar of upcoming Board meetings and proposed topics (**Attachment A**). The calendar is subject to change based on multiple factors and should be considered tentative for planning purposes only.

Submitted by:

\_\_\_\_\_

Chuong Tran, Senior Benefits Analyst II

Approved by:

\_\_\_\_\_

Paul Makowski, Chief Benefits Analyst

<b>JLMBC MEETINGS CALENDAR - 2024 PLANNED ITEM</b> <i>(Subject to change)</i>		
MEETING	AGENDA ITEM	PRESENTATION
<b>2-May-2024</b>	Benefits RFP Evaluations	
	<ul style="list-style-type: none"> <li>- Life Insurance for Plan Year 2025</li> <li>- Disability Insurance for Plan Year 2025</li> <li>- Accidental Death &amp; Dismemberment for Plan Year 2025</li> <li>- Health &amp; Dependent Care Spending Accounts for Plan Year 2025</li> </ul>	
	Medical Plan Renewal for Plan Year 2025	
	HRP-Workday Transition Update	
<b>16-May-2024</b>	Benefits RFP Evaluation, continued	
	<ul style="list-style-type: none"> <li>- Life Insurance for Plan Year 2025</li> <li>- Disability Insurance for Plan Year 2025</li> <li>- Accidental Death &amp; Dismemberment for Plan Year 2025</li> <li>- Health &amp; Dependent Care Spending Accounts for Plan Year 2025</li> </ul>	
	Medical Plan Renewal, continued <i>(if needed)</i>	
<b>6-Jun-2024</b>	Plan Year 2025 LAwell Program Design and Renewals	
	Benefits RFP Evaluation, continued <i>(if needed)</i>	
	Medical Plan Renewal, continued <i>(if needed)</i>	
	HRP-Workday Transition Update	
	Employee Benefits Trust Fund Staffing Reimbursement - 3rd Qtr FY 2023-24	
	LIVEwell Program Update	
	Monthly Projects & Activities Report	
<b>20-Jun-2024</b>	Plan Year 2025 LAwell Program Design and Renewals <i>(If Needed)</i>	
<b>4-Jul-2024</b>	REGULAR MEETING CANCELED – July 4 <sup>th</sup> Holiday	
<b>1-Aug-2024</b>	HRP-Workday Transition Update	
	Benefit Provider Presentation – Wellness Program	
	Benefits Trust Fund Status Report	
	Employee Benefits Trust Fund Staffing Reimbursement - 4th Qtr FY 2023-24	
	2024 Open Enrollment Communications and Activities for Plan Year 2025	
	LIVEwell Program Update	
	Monthly Projects & Activities Report	
<b>5-Sep-2024</b>	REGULAR MEETING CANCELED	

**ATTACHMENT A**

<b>3-Oct-2024</b>	Benefit Provider Presentation – TBD	TBD
	LIVEwell Program Update	
	Monthly Projects & Activities Report	
<b>7-Nov-2024</b>	Benefit Provider Presentation – Health and Dependent Care Accounts	Health Equity/ Wageworks
	Employee Benefits Trust Fund Staffing Reimbursement - 1st Qtr FY 2024-25	
	LIVEwell Program Update	
	Monthly Projects & Activities Report	
<b>5-Dec-2024</b>	Benefit Provider Presentation – Disability, Life, & AD&D	Standard
	Election of 2025 Chairperson and Vice-Chairperson and 2025 Meeting Schedule	
	2024 Open Enrollment Implementation Update for Plan Year 2025	
	LIVEwell Program Update	
	Monthly Projects & Activities Report	