



Janet T. Mills  
Governor

**STATE OF MAINE  
STATE EMPLOYEE HEALTH COMMISSION  
61 State House Station  
Augusta, ME 04333-0061**

Jonathan  
French  
*Labor Co-Chair*

Heather Perreault  
*Management Co-Chair*

STATE EMPLOYEE HEALTH COMMISSION MEETING

**Thursday, December 21<sup>st</sup>, 2023 @ 8:30am  
Microsoft Teams Meeting**

Burton M. Cross Building  
111 Sewall Street  
Room 103, A and B  
Augusta, ME 04330

Commission Members in Attendance: Olivia Alford, Cecile Champagne-Thompson, Lynn Clark, Kevin Dionne, Laurie Doucette, Jonathan French, Lew Miller, Doris Parenteau, Heather Perreault, Shonna Poulin-Gutierrez, and Heidi Pugliese.  
(Total = 13)

Commission Members Absent: Diane Bailey, Lois Baxter, Claire Bell, Kelly John, Rebekah Koroski, JoAnne Rawlings–Sekunda, Chris Russell, Kim Vigue and Frank Wiltuck.

Vacant Seat(s): 5

Others Present: Devon French, Charles Luce, Nathan Morse, Paige Lamarre and Emma-Lee St.Germain – Employee Health and Wellness; Sabrina DeGuzman-Simmons and Kevin Fenton– Aetna; Kathryn Caiazzo, Kristine Ossenfort, and Becky Craigie – Anthem Blue Cross and Blue Shield; Libby Arbour – MCD Global Health; Judy Paslaski – MedImpact; Marie Bridges – Northeast Delta Dental; Amy Deschaines, Terry LaMonica, Ken Ralff, and Kim Greenberg – Lockton; Cindy Walsh – Humana; and Trevor Putnoky Health Purchasers Alliance.

Agenda Item	Discussion	Action/Next Steps
<b>I. Call Meeting to Order (8:33am)</b>	Heather Perreault called the meeting to order.	
<b>II. Introductions</b>		
<b>III. Review and Approval of Minutes (November 16<sup>th</sup>, 2023)</b>	Lynn Clark states she was present for the 11/16/2023 meeting.	Olivia Alford made a motion to accept the November 16 <sup>th</sup> , 2023, minutes as amended; Kevin Dionne seconded the motion. Motion passed.



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**IV. Recurring Monthly Business**

<p><b>a. Open Discussions/Questions on Vendor Reports – All</b></p>	<p>Information contained in written report; highlights and discussion noted below:</p> <ul style="list-style-type: none"> <li>• There were no items brought to the commission.</li> </ul>	
<p><b>b. Employee Health and Wellness Highlights – Shonna Poulin-Gutierrez</b></p>	<p>Information contained in written report; highlights and discussion noted below:</p> <p>Wellness Highlights-</p> <ul style="list-style-type: none"> <li>• <u>Vaccination Clinics</u>: We have completed the vaccination clinics with 86 clinics total, 76 on-site, and 10 in-store. We also had 905 COVID-19 vaccinations administered.</li> <li>• <u>Health Navigation Appointments</u>: As of 11/30/2023 there are 57 upcoming Health Navigation events. There have been 190 people who have participated in appointments to date and 644 dates available.</li> </ul> <p>Communications Highlights-</p> <ul style="list-style-type: none"> <li>• <u>FSA Open Enrollment</u>: An email reminder was sent out on ASIFlex being the new FSA Program administrator as of January 1, 2024, and more detailed transition information was posted to the Office of Employee Health and Wellness website.</li> <li>• <u>Constant Contacts</u>: Flexible Spending Account open enrollment distributed to 10,029 employees with a 48% open rate. National Diabetes Month distributed to 12,576 employees with a 46% open rate, and Lung Cancer Awareness Month distributed to 11,578 employees with a 34% open rate.</li> </ul> <p>December is Seasonal Effective Disorder Month, and we will be promoting resources through Constant Contact and including the WellstarME Winter Toolkit.</p>	<p>Carry Over questions from November 16, 2023:</p> <p>Olivia Alford asks: Can we get a list of who the DHHS Wellness Ambassadors are?</p> <p>OEHW has followed up with Oliva with Wellness Ambassador information.</p> <p>Frank asks: Is there a way to have a reactionary look for the people who have PTSD as well as preventative options – is there an outreach we can do to show them there are resources available?</p>



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- State and Local Government Benefit Association: The Office of Employee Health and Wellness was selected by the State and Local Government Benefit Association to present on how benefits and wellness are helping the State of Maine become an “employer of choice.” The presentation will be provided at their national conference in April 2024.

Office of Employee Health and Wellness Staffing-

- Upcoming Staffing: The Office of Employee Health and Wellness will be hiring 2 Benefits Specialists, 1 Contract Coordinator, and an Assistant.

Contract Highlights-

- Wellness administrator is out to market. Pharmacy Benefit Manager Administrator is also out to market and Medical Third-Party Administrator review is complete. As of July 1,2024, we will continue with Anthem for our Medical Third-Party Administrator. We will also renew our contract with csONE for COBRA.

***V. QUARTERLY PLAN UPDATES***

a.

Highlights and discussion noted below:

- There are no Quarterly Plan updates this month.

***VI. EDUCATION***

a. **Wellness Wallet/Thrive Pass – Nathan Morse and Lockton; Kim Greenburg**

Highlights and discussion noted below:

- Current Gym Reimbursement Benefit: The current Gym Reimbursement Benefit is focused on gym/fitness memberships only; virtual fitness, group exercise are not included. There has been low historical participation and utilization; and costs have been less than \$100k over last two years.
- Why Offer a Wellness Wallet: Employees highly value lifestyle spending accounts, with benefits including increased employee satisfaction, retention and attraction, and productivity. There is an opportunity to streamline

**Olivia Alford asks:** For Pilot II – is this reaching people of all economic and wage levels. Is there a way for us to know that this is reaching a spectrum of jobs and wage levels?

**Nathan Morse responds:** We can look into how we might reflect on that information in our Phase II analysis.



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administrative burden for the State and it also addresses key population health opportunities.

- Wellness Wallet (Pilot) - In Partnership with ThrivePass: Wellness Wallet in conjunction with ThrivePass offers a holistic digital lifestyle spending account (ThriveAccount) with 100+ spending categories and a marketplace with discounted services and products with a reimbursement option, marketplace option as well as administrative and engagement support for members.
- Wellness Wallet: Phase I Pilot Overview: The Phase I Pilot has a population focus of 500 employees, with a 6-month timeframe (July-December 2023), an incentive value of \$200 per employee and a budget of \$110K.
- Wellness Wallet: ThrivePass / State of Maine Approved Categories: The approved categories for Wellness Wallet are Healthy Eating, Emotional, Financial, Alternative Health, Health, and fitness.
- Defining Pilot Success: Metrics for success include streamlined administration by utilizing a vendor, increased participation through offer choice and gathering data on wellbeing areas of interest and support for the State of Maine Brand.
- Phase I Pilot Outcomes: Administration: Currently there is an increased administrative time required for execution of the Gym Reimbursement program. While the ThrivePass Wellness Wallet implementation required increased administrative time, during the execution phase the administrative time averaged 2 hours/week. In comparison, an average of 5 hours/week is generally required to administer the Gym Reimbursement program. A greater number of State of Maine employees support the Gym Reimbursement program. Up to 80 payroll employees support the Gym Reimbursement program 4x/year, as compared to 5 employees providing support for Wellness Wallet intermittently, as needed.
- Phase I Pilot Outcomes: Participation and Interests: Currently, 287 of 500 employees participated to-date; 57% participation rate. There's been an average of \$177.34 out of \$200/participation redeemed; 89% funds/participant



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redeemed, and the top redemption categories included athletic gear and home gym equipment; 70% of redemptions made in the ThrivePass Marketplace.

- Phase I Pilot Outcomes: Employee Satisfaction: Members have expressed a lot of excitement for this program. Members feel it is easy to use and is making them active and happy.
- Next Steps: Long term goals include launching new offerings to the full eligible population in January 2025, promoting enhanced benefits with greater choice to increase employees' attraction and retention, and comparing engaged versus non-engaged cohorts to evaluate risk migration overtime related to condition prevalence, EAP visits, Worker's Comp claims, healthcare spend, etc. The Phase II Pilot (February – July 2024) would include 1,500 employees and Phase 3 (January – December 2025) would include a full population launch.

***VII. SEMI-ANNUAL UPDATES***

**a.**

Highlights and discussion noted below:

- There is no Semi-Annual update this month.

***VIII. OTHER BUSINESS***

**a. Open Discussion**

Highlights and discussion noted below:

- Plan Design: Plan Design met to discuss the landscape for next year but there were no actionable items discussed.

***IX. REQUEST MOTION TO ADJOURN***

**a. X. Adjourn Meeting (9:26 am):**

Kevin Dionne made a motion to adjourn; Olivia Alford seconded the motion. Motion passed.