



Town of Belleair

901 Ponce de Leon Blvd.
Belleair, FL 33756

Meeting Agenda Finance Board

Thursday, March 15, 2018

4:00 PM

Town Hall

Welcome. We are glad to have you join us. If you wish to speak, please wait to be recognized, then step to the podium and state your name and address. We also ask that you please turn-off all cell phones.

ROLL CALL

CITIZENS COMMENTS

(Discussion of items not on the agenda. Each speaker will be allowed 3 minutes to speak.)

APPROVAL OF MINUTES

[18-0031](#) Approval of January 18, 2018 Meeting Minutes

Attachments: [Minutes-January 18, 2018](#)

GENERAL AGENDA

[18-0074](#) Strategic Financial Plan Discussion

[18-0075](#) Review of Investment Policy

Attachments: [2a7-like](#)
[Investment Policy Belleair1 - draft changes sm - 3.15.18](#)

[18-0007](#) Discussion of Health Insurance and Benefits, Health Savings Account

Attachments: [HSA FloridaBlue overview](#)
[HDHP plan design](#)

[18-0072](#) Discussion of Pinellas Rd. Project

OTHER BUSINESS

COMMISSION ADVISOR REPORT

ADJOURNMENT

ANY PERSON WITH A DISABILITY REQUIRING REASONABLE ACCOMMODATIONS IN ORDER TO PARTICIPATE IN THIS MEETING, SHOULD CALL (727) 588-3769 OR FAX A WRITTEN REQUEST TO (727) 588-3767.



Legislation Details (With Text)

File #: 18-0031 **Version:** 1 **Name:**

Type: Minutes **Status:** Minutes Approval

File created: 1/24/2018 **In control:** Finance Board

On agenda: 3/15/2018 **Final action:**

Title: Approval of January 18, 2018 Meeting Minutes

Sponsors:

Indexes:

Code sections:

Attachments: [Minutes-January 18, 2018](#)

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
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Town of Belleair

901 Ponce de Leon Blvd.
Belleair, FL 33756

Meeting Minutes Finance Board

Thursday, January 18, 2018

4:00 PM

Town Hall

Welcome. We are glad to have you join us. If you wish to speak, please wait to be recognized, then step to the podium and state your name and address. We also ask that you please turn-off all cell phones.

Meeting called to order at 4:03 PM with Chairman Olson presiding.

ROLL CALL

Present 5 - Chairman Tom Olson, Vice Chairman Dan Hartshorne, Mary Griffith, John Hail, and James Ingersoll
Absent 2 - John Prevas, and Kevin Piccarreto

Elected Officials Present: Mayor Gary H. Katica, Deputy Mayor Karla Rettstatt

Board Consultant: Richard Cristini

Staff Members Present: JP Murphy, Stefan Massol, Ashley Bernal

CITIZENS COMMENTS

No comments to be heard.

APPROVAL OF MINUTES

[17-0267](#) Approval of November 16, 2017 Meeting Minutes

Ms. Griffith moved to accept the minutes; seconded by Mr. Hartshorne.

Aye: 5 - Chairman Olson, Vice Chairman Hartshorne, Griffith, Hail, and Ingersoll

Absent: 2 - Prevas, and Piccarreto

GENERAL AGENDA

[18-0018](#) Review of Parks Funding

Stefan Massol-Director of Support Services-Provided overview of revenues and how expenditures are budgeted.

JP Murphy-Town Manager-Addressed questions regarding maintenance budget for parks; will provide more in depth numbers at next meeting.

18-0005

Review of Investment Policy

Mr. Massol provided overview of policy; discussed purpose; reviewed areas identified by staff for potential revision.

Discussion ensued regarding investments; past research done regarding investment advisors/management; option to select an investment manager but not mandatory; potential areas of policy revision.

Mr. Murphy looking to engage board with any policy revisions; seeking input.

Mr. Massol provided information regarding SBA amounts and liquidity requirements.

Richard Cristini-Town Auditor and Board Consultant-Recommend inclusion of specific language regarding 218 and current GASB pronouncements in policy for compliance.

Mr. Massol and Mr. Murphy finished discussion by providing comments regarding possible annual liquidity study; setting trigger mechanism for investments in policy; permissive versus mandatory language.

Ms. Griffith moved to approve.

Mr. Murphy suggested staff to amend policy language based on discussion and bring back to board for approval.

(Motion failed for lack of second)

18-0006

Program based budgeting discussion

Mr. Olson introduced topic stating that change will allow for ease of tracking department spending.

Mr. Massol stated change will provide greater transparency; budget example provided for review, seeking board input.

Mr. Murphy discussed implementation; goal is to have performance measures.

OTHER BUSINESS

Mr. Olson questioned ABM status; seeking update. Mr. Murphy discussed electric upgrades; received grant for purchase of new generator; Commission approved ABM project base scope; will work with Town Attorney to draft final contract.

Mr. Murphy also discussed beginning strategic planning process; third party will be sought to assist with process. Upcoming meetings to be held with board for forecasting.

DIRECTOR'S REPORT

Mr. Massol stated town received GFOA award for excellence in financial reporting; currently preparing 16/17 report; hopes to obtain additional award once strategic planning is going; reminder for upcoming joint meeting with Infrastructure Board.

COMMISSION ADVISOR REPORT

Mayor Katica-Spoke briefly regarding golf course progress update from Commission meeting.

Board comments made regarding coyote population in town.

ADJOURNMENT

No further business; meeting adjourned in due form at 5:06 PM.

APPROVED:

Chairman



Legislation Details (With Text)

File #: 18-0074 **Version:** 1 **Name:**
Type: Discussion Items **Status:** General Agenda
File created: 3/8/2018 **In control:** Finance Board
On agenda: 3/15/2018 **Final action:**
Title: Strategic Financial Plan Discussion
Sponsors:
Indexes:
Code sections:
Attachments:

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
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Summary

To: Finance Board
From: Ashley L. A. Bernal
Date: 3/8/2018

Subject:
Strategic Financial Plan Discussion

Summary:

With the upcoming 2018-2019 budget, staff has undertaken the task of reviving the Town's Strategic Financial Plan. The most recent copy of this document was completed in 2012. Previously, this plan was utilized to aid with the budgeting process.

At this meeting, staff is requesting the assistance of board members in forecasting revenue and expenditures. This process will involve meeting with individuals in order to discuss and evaluate current trends and assumption methodologies utilized within the Strategic Financial Plan. Staff will provide more detail the meeting including a revised revenue guide.

Assumption methodologies previously employed:

- Historical analysis - This methodology involves analyzing prior years' revenue. Based on the average across the years and employing a standard deviation as a change, staff is able to estimate a line item for the next fiscal year. Examples that this methodology applies to are:
 - *Electric Franchise Fees*
 - *State Revenue Sharing*
- Quantitative forecasting - Utilizing demographic data to predict the consumption of certain goods that will cause a change in a revenue or expenditure line, such as utilities. Examples of this include:
 - *Water consumption*
 - *Solid waste Special Pickup Fees*

- Qualitative and judgemental forecasting - This methodology is used for line items that are highly uncertain. When combined with historical analysis and smoothing trends, this can be used in order to receive a more accurate number. Objects that are commonly associated with qualitative forecasting are:
 - *Grants*
 - *Asset Sales*
- Evaluation approximations - When evaluating approximations, validating assumptions about the revenue source are key to precisely measuring objects. This works well with items such as:
 - *Gasoline rebates*
 - *Ad Valorem Proceeds*

Staff would like to determine if members from the Finance Board to wish to discuss current and potential assumption methodologies for improving the Strategic Financial Plan. One option would be, dividing the revenues and expenditures amongst smaller groups of board members for more focused study.

Previous Commission Action: N/A

Background/Problem Discussion: N/A

Expenditure Challenges N/A

Financial Implications: These assumptions will affect the forecast of financial decisions within the organization.

Recommendation: N/A

Proposed Motion



Legislation Details (With Text)

File #: 18-0075 **Version:** 1 **Name:**
Type: Discussion Items **Status:** General Agenda
File created: 3/9/2018 **In control:** Finance Board
On agenda: 3/15/2018 **Final action:**
Title: Review of Investment Policy
Sponsors:
Indexes:
Code sections:
Attachments: [2a7-like](#)
[Investment Policy Belleair1 - draft changes sm - 3.15.18](#)

| Date | Ver. | Action By | Action | Result |
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Summary

To: Finance Board
From: Stefan Massol, Director of Support Services
Date: 3/15/2018

Subject:
Review of Investment Policy

Summary:

As a continuation of last meeting's discussion staff is providing recommended updates to the investment policy and welcomes other direction from the board.

Background/Problem Discussion: The investment policy attached, Resolution 2002-26, established a series of objectives and procedures pertaining to liquidity and maturity levels for town investments. At the January meeting the policy was reviewed and several optional updates were discussed. Attached is a markup of changes that staff is recommending. An overview of the substantive changes are listed below:

- 1) Adding another investment category for all non-SBA 2a7-Like government investment funds, and requiring that such fund be required to hold a rating of AAAM by Standard & Poor's, or the equivalent by another ratings agency which would be verified periodically by the Finance Director;
- 2) Adding a provision that would allow the town to select an Investment Advisor;
- 3) Revising Section P, Paragraph 4 to read as follows:
"The policy will be to transfer any excess funds in the Bank into authorized investment accounts keeping in mind the funds that will be necessary for upcoming expenditures. Sufficient fund balance will be maintained in cash and cash-like investments to meet current payment obligations. The Finance Director will maintain such fund balance at a minimum level equivalent to anticipated operating expenditures for the upcoming three-month period."

Staff would like to hear the Finance Board's view of these recommendations as well as any other recommended modifications to the current policy.

Financial Implications: See attached documents.

Recommendation: Staff is recommending the changes described in the attached documents

Proposed Motion: Motion to recommend that the investment policy be revised to include changes proposed.

Rule 2a7 (Money Market Funds)

The Securities and Exchange Commission implemented rule 2a7 in order to establish safer investment funds that are commonly known as money-market funds. They have established liquidity requirements of a minimum of 10% of assets that can be converted into cash in one day and minimum 30% of assets that can be converted into cash within five business days. No more than 5% of assets can be held in investments that take more than a week to convert into cash.

“2a7-like” Local Government Investment Pools

Local Government Investment Pools (LGIPs) that operate in much the same way as 2a7 funds exist in many states including Florida. One such fund is offered by the State Board of Administration (SBA). Known as Florida Prime, this fund has an investment manager who purchases and sells securities in accordance with rules set forth in F.S. Chapter 215.47(9). The fund specifically requires the same minimum liquidity requirements listed above in Rule 2a7. There are additional pools available, such as the Florida Municipal Investment Trust that are also 2a7-like, providing the same liquidity protections as the SBA.

Benefits of broader 2a7-like options

To maximize returns in the current market it would be beneficial to allow for more 2a7-like funds than the SBA Florida Prime pool. This could allow for greater diversification and optimization. Currently, the town investment policy allows for up to 100% of investments to be held in the SBA.

As you may recall, in November 2007 a panic resulted in withdrawal of \$14 billion (nearly half) over a period of approximately 2 weeks before withdrawals were suspended by the SBA. One week later withdrawals were later allowed again with a withdrawal penalty of 2%.

For this reason, staff would recommend that the board consider **broadening the definition of this investment in Section H. Type 1. Florida Local Government Surplus Trust Fund (SBA) by renaming it to “2a7-Like Government Investment Pools”**. The town would then have the flexibility to allocate excess funds among multiple investment pools and the ability to diversify could further minimize risk. Any other mention of SBA in the policy would be interpreted as having the broadened meaning of all 2a7-like Government Investment Pools.

**TOWN OF BELLEAIR,
FLORIDA**

INVESTMENT PROCEDURES

AND

INTERNAL CONTROLS

INVESTMENT PROCEDURES AND INTERNAL CONTROLS MANUAL

A. INVESTMENT DECISIONS

The Finance staff shall adhere to the guidelines of the Town of Belleair Investment Policy regarding all investments purchases and investment transactions.

B. SCOPE

This investment policy applies to all financial assets of the Town of Belleair. These funds are accounted for in the Town's Comprehensive Annual Financial Report and include:

- General Fund
- Capital Projects Fund
- Special Revenue Funds
- Water, Wastewater and Solid Waste Enterprise Funds
- Trust and Agency Funds
- Any new fund created by the Town, unless specifically exempted by the legislative body.

This investment policy applies to all transactions involving the financial assets and related activity of all the foregoing funds.

C. CHAIN OF COMMAND

The Town commission delegates the authority and responsibilities for control of the Town's cash and investments to the Town Manager and the Town Finance Director who shall establish written procedures for the operation of the investment program consistent with this investment policy. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Town Manager and Town Finance Director. The Town Manager and the Town Finance Director shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinates.

For the purpose of obtaining approval on investment matters not addressed in the Investment Policy, the following chain of command is appropriate:

1. Town Commission
2. Town Manager
3. Finance Director

The town may select an Investment Advisor for the purposes of developing an investment strategy and coordinating investment transactions with the Finance Director. The selection of an Investment Advisor will be a competitive process to secure the most qualified firm in conformance with all related laws and policies.

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3.

D. INVESTMENT OBJECTIVES

The primary objectives, in priority order, of the Town of Belleair's investment activities shall be:

SAFETY: Safety of principal is the foremost objective of the investment program. Investments of the Town shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

LIQUIDITY: The investment portfolio of the Town of Belleair will remain sufficiently liquid to enable the Town to meet all operating requirements, which might be reasonably anticipated.

RETURN ON INVESTMENT: In investing public funds, the Town will strive to maximize the return on the portfolio and to preserve the purchasing power but will avoid assuming unreasonable investment risk.

E. PRUDENCE AND ETHICAL STANDARDS

Investments shall be made with judgment and care (under circumstances then prevailing) which persons of prudence discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price change, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the Finance Administrator any material financial interest in financial institutions that conduct business within this jurisdiction and they

shall further disclose any material personal financial/investment positions that could be related to the performance of the portfolio. Employees and officers shall subordinate their personal investment transactions to those transactions made in the portfolio, particularly with regard to the time of purchase and sales.

Bond swaps are appropriate when undertaken with the prudent person test and overall portfolio objectives in order to (a) increase yield to maturity without affecting the asset liability match; (b) reduce maturity while maintaining or increasing the yield to maturity or (c) increasing portfolio quality without affecting the asset liability match while maintaining or increasing the yield to maturity.

The Town should not however, have a policy against selling securities at a loss if undertaken in connection with prudent portfolio management. For the protection of the Town it is imperative that full disclosure be made by the Commission, Manager and Finance Director any material interests which they may hold in a financial institution (broker/dealers, banks, etc.), which conducts business with the Town of Belleair. This disclosure shall be reported to the Town Commission.

F. AUTHORIZED INVESTMENTS

In accordance with Section 125.31, Florida Statutes, authorized investments include:

- ~~a.~~ The Florida Local Government Surplus Funds Trust Fund. (administered by the State Board of Administration and commonly referred to as the "SBA").
- ~~a.b.~~ Other 2a7-like government investment pools with a rating of AAAm by Standard & Poor's, or other equivalent rating by another ratings agency, verified periodically by the Finance Director.
- ~~b.c.~~ Direct obligations of the U.S. Government, such as U.S. Treasury obligations.
- ~~e.d.~~ Obligations guaranteed by the U.S. Government as to principal and interest.
- ~~d.e.~~ Interest bearing savings accounts, money market accounts, certificates of deposit, money market certificates or time deposits constituting direct obligations of any bank or savings and loan association certified as a Qualified Public Depository by the State of Florida.
- ~~e.f.~~ Obligations of the:
 - Federal Farm Credit Banks (FFCB)
 - Federal Home Loan Bank Mortgage Corporation (FHLMC) (participation certificate)
 - Federal Home Loan Bank (FHLB) or its banks

- Government National Mortgage Association (GNMA)
- Federal National Mortgage Association (FNMA)
- Student Loan Marketing Association

f.g. Securities or, or other interests in, any open-end or closed-end management type investment company or investment trust registered under the Investment Company Act of 1940, provided the portfolio is limited to U.S. Government obligations and repurchase agreements fully collateralized by such U.S. Government obligations (i.e. Mutual Funds).

G. MATURITY AND LIQUIDITY REQUIREMENTS

The objective will be to match investment cash flow and maturity with know cash needs and anticipated cash flow requirements (i.e., match assets to liabilities) to the extent possible.

Investment of funds shall have final effective maturities of not more than five (5) years, except for:

1. SBA – No stated final maturity.
2. Certificates of Deposits as approved by Town Commission.

H. PORTFOLIO COMPOSITION

| <u>Investment Type</u> | <u>Maximum</u> |
|---|----------------|
| 1. Florida Local Government Surplus Trust Fund (SBA)* | 100% |
| 2. US Government Securities | 100% |
| 3. US Federal Agencies** | 100% |
| <u>4. Other 2a7-like government investment pools*</u> | |
| <u>45. Instrumentalities**</u> | 50% |
| <u>56. Certificates of Deposits</u> | 30% |
| <u>67. Repurchase Agreements</u> | 20% |

Funds in the Depository Account will not be considered a part of the portfolio for purpose of the section.

*Does not include bond proceeds invested in construction funds established under a bond resolution.

*The SBA Florida Prime fund and other 2a7-like government investment pools must have a rating of AAAM by Standard & Poor's, or other equivalent rating by another ratings agency, verified periodically by the Finance Director.

I. RISK AND DIVERSIFICATION

The Town will diversify its investments by security type, specific maturity, dealer or bank through which financial instruments are bought or sold. Subject to limitation under Portfolio Composition, the following are the limits on individual issuers or dealers of bank:

1. No limitation on SBA, now accounts, US Government Securities, US Federal Agencies or US Federal Instrumentalities.
- ~~1-2.~~ Other individual 2a7-Like governmental investment pools are limited to 50% of total portfolio.
- ~~2-3.~~ Limitations on other approved investments are 10% of total portfolio.

J. AUTHORIZED INVESTMENT INSTITUTIONS AND DEALERS

The Financial Administrator will maintain a list of the financial institutions authorized to provide investment services. No public deposit shall be made except in a qualified public depository as established by state laws.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the Finance Administrator with the following:

1. audited financial statements,.
2. certification that no material adverse events have occurred since the issue of their most recent financial statements,
3. proof of National Association of Securities Dealers, the registration (where applicable) or other securities registration,
4. Proof of state registration, when required,
5. certification of having read and agreeing to abide by the investment Policy and depository contracts in place with the Town, and
6. a copy of the firms established internal oversight and review guidelines controlling business with government entities.

Criteria for addition to or deletion from the list will be based on the following:

1. state law or investment police requirement where applicable,
2. perceived financial difficulties,
3. consistent lack of competitiveness,
4. lack of experience or familiarity of the account representative in providing service to large institutional accounts,
5. request of the institution or broker/dealer, and
6. when deemed in the best interest of the Town.

K. THIRD PARTY CUSTODIAL AGREEMENTS

All security transactions including collateral for repurchase agreements, entered into by the Town shall be conducted on a delivery-versus-payment (DVP) basis.

All securities shall be properly designated as an asset of the Town. Securities will be held by a third party custodian authorized by the Finance Administrator and evidenced by safekeeping receipts or advice of the transaction. The third party custodian shall be a third party custodian bank or other third party custodial institution with certified fiduciary powers chartered by the United States Government or the State of Florida and have combined capital and surplus of at least \$100,000,000.

The Finance Administrator will execute third party custodial agreements approved by the Town with the banks and depository institutions. Such agreement will include letters of authority from the Finance Administrator with details as to the responsibility of each party, notification of security purchases, sales, delivery, repurchase agreements and wire transfers, safekeeping and transaction costs, procedures in case of worse failure of other unforeseen mishaps including liability of each party.

L. MASTER REPURCHASE AGREEMENTS

1. Each firm involved in a repurchase agreement must execute the Town's Master Repurchase Agreement that will be based on the Public Securities Association (PSA) Master Repurchase Agreement.
2. A third party custodian shall hold collateral for all repurchase agreements with a term more than one business day.
3. Custodial agreements shall be based on economic and financial conditions existing at the time of execution, as well as the credit risk of the institution that enters into the repurchase agreement with the Town.

M. REPORTING REQUIREMENTS

The Town Finance Director shall provide to the Town Manager and to the Town Commission a quarterly investment report which provides a comprehensive review of investment activity and performance for the quarter. The Town Finance Director shall provide to the independent auditors and to the Town Commission an annual report of types of investments, book value, market value, risk characteristics and rate of return.

The Town Finance Director shall provide other such reports and information as deemed reasonable, upon request, from other internal and external sources.

N. SELECTION OF DEALERS AND BANKERS

As stated in the Town Investment Policy, only primary dealers as designated by the Federal Reserve Bank of New York and through secondary government securities dealers shall be permitted to conduct business with the Town,

furthermore, only institutional brokers from institutional departments shall be selected.

O. SECURITY SELECTION PROCESS

When purchasing or selling securities, the Town Commission shall approve the security which provides both the highest rate of return within the established parameters for the Investment Policy and satisfies the current objectives and needs of the portfolio. These selections shall be made based on a minimum of three (3) quotes from banks or dealers.

It is also realized that in certain very limited cases the Town will not be able to get three quotes on a certain security. For those cases the Town will obtain market prices from various sources including a daily market pricing provided by the Town custody agent or their corresponding institution.

The Finance Department shall utilize the three (3) quote process to select the securities to be purchased or sold. If for some reason the highest to purchase quote is not selected, then the reason leading to the decision will be clearly indicated in the authorization.

P. OPERATIONS

An operation is defined as a necessary procedures and duty required to provide for properly authorized transactions, timely processing, segregation of duties and proper internal controls.

These procedures revolve around the monitoring of the Banks Pooled Cash Account on a monthly basis by the Finance Director.

The basic policy is to ensure that there are the necessary funds available to cover the weekly expenditures. The majority of cash receipts are deposited regularly into the Bank. Some revenue ~~from the State, County, and Florida Powers~~ sources have been set up to be electronically deposited into the Bank thereby saving administrative time in depositing of these proceeds and thus increasing interest earnings.

The policy will be to transfer any excess funds in the Bank, ~~over \$50,000, into the SBA authorized investment~~ accounts keeping in mind the funds that will be necessary for upcoming expenditures. ~~There may be occasions based on capital project drawdowns that the balance in the Bank may exceed this threshold for short periods of time. The SBA on average pays interest at approximately 25 basis points or one quarter of one percent more than the Bank. If the balance in the Bank falls below \$10,000 it will be closely monitored keeping in mind upcoming cash receipts and expenditures, and if it is deemed necessary a transfer will be done from the SBA into the Bank. Sufficient fund balance will be~~

maintained in cash and cash-like investments to meet current payment obligations. The Finance Director will maintain such fund balance at a minimum level equivalent to anticipated operating expenditures for the upcoming three-month period.

~~The balance in the Bank can be found by a weekly review of the Accounts Payable Reconciliation.~~

If it is established that a transfer is necessary, the following procedures are followed:

- 1. The following are the procedures that the Town will follow in transferring funds between the State Board of Administration (SBA) and the Bank.**

BANK to SBA

The Finance Director will initiate a wire transfer.

In order to receive credit to our account as soon as possible, it is required that we call the SBA and inform them of the funds that are being transferred to the SBA.

A Journal Entry Form is completed to provide the accounting entries. This is signed by the preparer. In the Finance Director's absence the Town Manager will initial the wire transfer.

The completed forms are then given to the Finance Director or Accounts Payable Clerk for entry into the General Ledger.

- 2. The following are the procedures that the Town will follow in transferring funds between the SBA and the Bank.**

This process is followed in the event funds are necessary to cover a shortage in the Pooled Cash Account. This process can be initiated by the Finance Director or Town Manager. The first step is to prepare a form authorizing the transfer. It must be signed by the Finance Director or Town Manager. The money transferred out of all SBA accounts is established per agreement to only go into the Bank. The transfer is completed using the SBA automated authorized service. Transfers done before 11:00 A.M. will be posted in the Pooled Cash Account that same day.

The next step is to complete a Journal Entry Form. This form will provide the accounting entries for input into the General Ledger.

The completed forms are then given to the Finance Director or Accounts Payable Clerk for entry into the General Ledger.

3. Securities' Confirmations

The processing of securities' confirmations, including filing and reconciling, shall be conducted by the Finance Director. All confirmations for securities, including certificates of deposit, shall be held in the Town's Safety Deposit Box.

Upon receipt, all current investment confirmations shall be reconciled against the appropriate investment documents.

4. Safekeeping Procedures

Upon purchasing a security, the confirmation from the purchasing agent (faxed confirmation of purchase and settlement date is normally received within two days of purchase) will be attached to a faxed copy of the notification. The faxed copy should state the security, book value of the security and accrued interest to agree to the settlement amount. The settlement date on the fax must be the same date as the settlement date on the confirmation.

The Safekeeping Agent will only accept instructions from the authorized staff identified under C, Chain of Command.

The Safekeeping Account statements will be mailed monthly and reconciled to the supporting documentation and maintained in a file by month for each custodian.

Certificates of deposit are permitted to be safe kept at the issuing bank; however, all certificate of deposit confirmations must be verified against the appropriate investment reports on a quarterly basis.

Q. ACCOUNTING FOR INVESTMENT TRANSACTIONS

The investment function and the accounting staff will work closely together to ensure the transactions are reported in the month in which they occur. Accounting entries will be prepared the finance staff and overseen by the Finance Director. Whenever possible, persons who perform investment transactions shall not be responsible for the reconciliation of the accounts; furthermore, adequate separation of duties requires that persons who perform investment transactions should not also be responsible for journalizing or reconciling the confirmations and monthly custodial statements.

R. INTERNAL CONTROL REVIEW

The Town Finance Director and the Town External Auditor will review the Internal Control Manual on an annual basis. As part of the annual financial audit, the external auditor will review the internal controls and verify compliance with the Town's Investment Policy.

S. INVESTMENT TRAINING

Periodic training and educational opportunities will be provided to authorized staff responsible for the investment function of the Town of Belleair. Those Town officials responsible for making investment decisions should seek continuing education in subjects or course of study related to investment practices and products on an annual basis.



Legislation Details (With Text)

File #: 18-0007 **Version:** 1 **Name:**
Type: Discussion Items **Status:** General Agenda
File created: 1/4/2018 **In control:** Finance Board
On agenda: 3/15/2018 **Final action:**
Title: Discussion of Health Insurance and Benefits, Health Savings Account
Sponsors:
Indexes:
Code sections:
Attachments: [HSA FloridaBlue overview](#)
[HDHP plan design](#)

| Date | Ver. | Action By | Action | Result |
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Summary

To: Finance Board
From: Stefan Massol, Director of Support Services
Date: 3/15/2018

Subject:

Discussion of Health Insurance and Benefits, Health Savings Account

Summary:

The health insurance and benefits provided to general employees will be discussed as well as some new options available for the next fiscal year

Previous Commission Action: N/A

Background/Problem Discussion: See Below

Overview of Current Benefits Offered

The town offers a comprehensive benefits package to its general employees. Several benefits are provided at no cost to the employee, including individual health insurance, life insurance of \$50,000, and a cafeteria Section 125 plan allowance of \$100 per month. The Section 125 plan includes a variety of benefits such as vision/hearing, dental, short and long-term disability, additional life insurance and supplemental health coverage. Employees have the option to pay on a pre-tax basis for Section 125 coverages in excess of the \$100 allowance. Some employees use the \$100 allowance to fund a small portion of the cost of dependent care coverage for their spouse or children.

Historical Cost Changes

The cost of group health trust benefits has increased over the past five years, driven in large part by the rising cost of health insurance. Below is a chart showing the annual percentage cost increase the group health trust benefits as compared to the National Healthcare Trend.

| | 2017 | 2016 | 2015 | 2014 | 4-year avg. |
|---------------------------|------|------|------|------|-------------|
| National Healthcare Trend | 7% | 7% | 8% | 9% | 7.75% |
| Group Health Trust | 7% | 4.1% | 8.3% | 6% | 6.36% |

As the chart shows, the cost of health trust benefits is rising significantly. Fortunately, the Group Health Trust is increasing at a lower rate than the National Healthcare Trend. The rate of increase also fluctuates significantly from year-to-year, but increased at an average annual rate of 6.36% over four years.

Health Plan Participation (Individuals and Dependents)

The majority of employees are participants in the HMO 55 plan which for 2017-18 had a per employee premium cost of \$728.17 per month (paid by the town). The cost to the employee of adding a spouse is \$990.64/mo. and adding a child is \$622.31/mo. The additional cost for adding family is \$1,405.12/mo. For some employees the cost of adding spouse and dependent coverage has been a significant concern as the cost of health insurance has continued to rise at a rapid pace. This concern will only grow as the cost continues to rise.

Broadening Options for Employees

Last year before renewal the town expanded the health plan options to include everything offered by PRM, with the exception of the Health Savings Account (HSA) plans. There was not enough time last year to implement HSA, however this year we plan to add these as well to give employees all of the PRM options. Beyond allowing employees to select from a broader range of health plans, staff is also considering ways that benefits can be tailored to individual needs. The HSA, by its very nature, is a more flexible health plan that allows participants to select from a larger network of providers for a greater scope of services. The Section 125 cafeteria plan currently promotes this flexibility.

Health Savings Account and High Deductible Health Plan

A Health Savings Account (HSA) insurance option will be made available to employees as an opportunity to contain costs and broaden insurance coverage. In the HSA employees would participate in what is known as a High Deductible Health Plan (HDHP) and for individual plans would be able to make pre-tax contributions of up to \$3,450 each year into their savings account individual coverage. Those funds can be used for any out-of-pocket medical costs incurred throughout the year. The list of costs covered by an HSA is also broader than the HMO, allowing funds to be used towards dental costs, laser corrective eye surgery, orthodontia, and a variety of other procedures. A major benefit to employees with families is that an individual's HSA funds can be used for any health costs for their spouse or children, regardless of whether or not the spouse or children are participants in the plan.

The premium cost for the HDHP is currently \$576.02, which is ~\$150 less per month than the HMO. The annual deductible in the HDHP for in-network procedures is \$2,500, after which point all additional costs would be at no cost to the employee in that year. The town would have the option to offer a contribution to the HSA for each employee to encourage participation. At 2017 rates the town could offer as much as \$1800 each year to be contributed into an employee's HSA, in addition to paying the full premium for the accompanying HDHP and that would be no more costly than the HMO premiums for that same employee in that year. Whatever funds the employee does not use would rollover each year indefinitely.

Inclusion of an HSA also has the potential to slow the rate of cost increases as participating employees would be incentivized to select the most cost effective health treatments.

Implementing a Health Savings Account

To implement an HSA the town would need to select an HSA administrator who would serve as a custodian of

funds and manage the health claims of participant employees with their providers. The town would compare proposals from multiple providers and should have a selection in place by the end of April to ensure a smooth implementation by 10/1/18. That would allow a time period of several months for the town to educate employees on the new plan and answer any questions before open enrollment.

Recommendation: This item is for board discussion.

HEALTH SAVINGS ACCOUNTS (HSAs) FAQs

Q: DO I HAVE TO HAVE HEALTH INSURANCE TO HAVE A HEALTH SAVINGS ACCOUNT (HSA)?

A: Yes. To be eligible to open and contribute to an HSA, you need to be enrolled in a qualified high-deductible health plan (HDHP)—one with a minimum annual deductible of \$1,300 for self-only coverage or \$2,600 for family coverage.

Q: WHO OWNS THE HSA?

A: You do.

Q: DOES THE MONEY IN MY HSA EARN INTEREST?

A: Yes, and tax-free. HealthEquity calculates, compounds, and credits interest monthly based on the applicable rate for different tiers of the account balance. For current rates see the interest rate page in the HealthEquity online resource center.

Q: CAN I INVEST THE MONEY IN MY HSA?

A: Yes. Similar to an IRA, many HSAs let you choose to invest your account balance in stocks/bonds, mutual funds, CDs, and/or annuities. With your HealthEquity[®] HSA, you can typically invest in pre-selected mutual funds after you reach a \$2,000 balance in your account. (Note: Your account may have a different minimum balance. Check your plan details or call your dedicated HealthEquity Member Services line or 866.346.5800 for more information.)

Q: IS MY HSA FDIC-INSURED?

A: Yes. However, eligible monies in investments are not FDIC-insured.

Q: CAN I ROLL THE MONEY FROM MY IRA INTO MY HSA?

A: Yes. You can make a one-time rollover from your IRA into your HSA. You can't, however roll money into your IRA from your HSA. Note that a rollover will count against annual contribution amounts. For more information, call your dedicated HealthEquity Member Services line or 866.346.5800.

Q: WHO CAN PUT MONEY IN MY HSA?

A: Anyone can contribute to your HSA. However, only the account holder and the employer receive tax deductions on monies contributed. And only your contribution is tax-free.

Q: DO I HAVE TO CLAIM CONTRIBUTIONS FROM OTHERS ON MY INCOME TAXES?

A: You don't have to claim contributions you receive from others, whether your employer or your family, as gross income on your annual tax return.

Q: HOW MUCH MONEY CAN I CONTRIBUTE TO MY HSA?

A: In 2017, the maximum contribution as set by the IRS for an individual account is \$3,400 and the maximum contribution for family coverage is \$6,750. People over the age of 55 can make an additional "catch-up" contribution of \$1,000. These limits are the same regardless of the source of the contribution.

Q: WHAT HAPPENS TO THE MONEY IN MY HSA IF I LEAVE MY JOB OR RETIRE?

A: You take that money with you wherever you go. The HSA is in your name. It's your account. If you're on Medicare or go to another employer that doesn't have a qualified HDHP, you can still use your HSA money to pay for co-pays and qualified medical expenses, but won't be able to continue to make contributions to your HSA.

Q: DOES THE MONEY I HAVE IN MY HSA ROLL OVER FROM YEAR TO YEAR OR DO I LOSE THE MONEY AT THE END OF THE YEAR?

A: The money rolls over from year to year. You don't lose the money left in your HSA or the interest it's earned. It's your money.

Q: CAN I TAKE THE MONEY OUT OF MY HSA ANY TIME I WANT?

A: Yes. You can take money out anytime tax-free and without penalty as long as it's to pay for qualified medical expenses. If you take money out for other purposes, however, you'll have to pay income taxes on the withdrawal plus a 20% penalty.

Q: WHAT IS A QUALIFIED MEDICAL EXPENSE?

A: Qualified medical expenses are those that would generally qualify for the medical and dental expenses income tax deduction as outlined in *IRS Publication 502—Medical and Dental Expenses*. See www.irs.gov/publications/p502/index.html for a current complete list.

Q: DO I PAY CO-PAYMENTS IF I HAVE AN HSA?

A: If your health insurance plan requires a co-payment, you will pay the co-payment as part of the full amount your insurance has contracted to pay for the visit, which you'll pay in full until meeting your deductible. Whether you continue to pay co-payments after meeting your deductible depends on the specifics of your health plan. You can always use your HSA to pay your co-payments.

Q: I AM A PARENT ON AN HSA-BASED PLAN, BUT DIDN'T COVER MY CHILDREN UNDER THIS PLAN. CAN I USE THE MONEY IN MY HSA TO PAY FOR MY CHILDREN'S MEDICAL EXPENSES, CO-PAYS, AND DEDUCTIBLES?

A: Yes. The money in your HSA can be used to pay for qualified medical expenses of any family member who qualifies as a dependent on your tax return. However, if the dependent isn't covered under your plan, his/her expenses won't be applied toward your deductible.

Q: MY DOMESTIC PARTNER IS COVERED ON MY INSURANCE PLAN. CAN I USE MY HSA FOR MY DOMESTIC PARTNER'S MEDICAL EXPENSES?

A: If your domestic partner meets the IRS qualifications of a tax dependent, you can legally use your HSA funds for his/her medical expenses.

Q: DO I PAY FOR THE FULL DOCTOR'S OFFICE VISIT WHEN I GO TO THE DOCTOR?

A: You're responsible to pay the amount your insurance has contracted to pay your doctor, typically a discounted rate, until your deductible is met. You can use your HSA for this expense.

It's best to have your doctor's office put the charge through to your insurance, so that you receive credit toward your deductible and know exactly what to pay. Some doctors may require that you pay up front, but most bill your insurance, and then bill you only once the claim has been processed. Make sure you don't pay more than your portion shown on the explanation of benefits you receive from your insurance carrier.

Q: I'M RETIRED. CAN I STILL CONTRIBUTE TO MY HSA?

A: Yes, provided you're covered by a qualified HDHP and aren't on Medicare.

Q: IF MY SPOUSE IS ON MEDICARE, CAN I CONTRIBUTE TO AN HSA?

A: Yes. As long as you're not enrolled in Medicare yourself and are still enrolled in a qualified HDHP, you can contribute to your HSA.

Q: CAN I USE THE MONEY IN MY HSA FOR NON-MEDICAL EXPENSES?

A: Yes. If you do though, and are under 65, you'll be taxed on the money you use and assessed a 20% penalty. Once you're 65, you'll be taxed for moneys used for non-medical expenses, but won't pay a penalty.

Q: CAN I USE MY HSA FOR EYE GLASSES, CONTACTS, OR LASIK SURGERY?

A: Yes. These expenses may not apply to your insurance deductible though.

Q: CAN I USE MY HSA TO PAY FOR DENTAL EXPENSES AND ORTHODONTICS?

A: Yes. These expenses may not apply to your insurance deductible though.

Q: CAN I USE MY HSA TO PAY FOR VOLUNTARY COSMETIC SURGERY?

A: The HSA can be used for cosmetic surgery only if prescribed by a physician as being medically necessary. This surgery may or may not be a covered service under the HDHP.

Q: CAN I ACCESS MY HSA ONLINE?

A: Yes. You can see your account balances, HSA debit card balance, claim transactions, and more online. You can also pay providers, request reimbursements, and manage your personal information. Simply visit www.myhealthequity.com or your specific member portal.

Q: HOW DO I CONTACT HEALTHEQUITY?

A: You can call HealthEquity Member Services 24/7/365 at 877.302.9638, your dedicated service line.

www.healthequity.com

877.302.9638

Florida Blue has selected HealthEquity as our HSA administrator to simplify enrollment and management of this type of account. The HSA dollars held in trust by HealthEquity are FDIC-insured and earn interest unless the accountholder chooses to invest the money into a variety of investment options. HealthEquity is Florida Blue's vendor of choice; however, an employee has the option to choose another qualified administrator.

Florida Blue is a trade name of Blue Cross and Blue Shield of Florida, Inc., an Independent Licensee of the Blue Cross and Blue Shield Association.

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2017-2018 PRM Benefits

The information contained in this proposal includes benefit changes required as a result of the Patient Protection And Affordable Care Act (PPACA), otherwise known as Health Care Reform (HCR). Please note that plan benefits are subject to change and may be revised based on guidance and regulations issued by the Secretary of Health and Human Services (HHS) or other applicable federal agency. In addition, the rates quoted within this proposal are based on the plan benefits at the time the proposal is issued and may change before the plan effective date if additional plan changes become necessary.

Additionally, Interim rules released by the Federal Government February 2, 2010 require BCBSF to test all benefit plans to ensure compliance with the Mental Health Parity and Addiction Equity Act (MHPAE). Benefits and rates reflected in the proposal are subject to change based on the outcomes of the test.

| COST SHARING | BlueOptions HSA-Compatible 05180 (Single Coverage) | BlueOptions HSA-Compatible 05181 (Family Coverage) |
|--|---|--|
| Maximums shown are Per Benefit Period (BPM) unless noted | | |
| Deductible (DED) (Per Person/Family Agg) | | |
| In-Network | \$2,500 / Not Applicable | \$5,000 / \$5,000 |
| Out-of-Network | \$5,000 / Not Applicable | \$10,000 / \$10,000 |
| Coinsurance (Member Responsibility) | | |
| In-Network | 0% | 0% |
| Out-of-Network | 20% | 20% |
| Out of Pocket Maximum (Per Person/Family Agg) | | |
| In-Network | Includes DED, Coins, & Copays \$2,500 / Not Applicable | Includes DED, Coins, & Copays \$5,000 / \$5,000 |
| Out-of-Network | \$10,000 / Not Applicable | \$20,000 / \$20,000 |
| Lifetime Maximum | No Maximum | No Maximum |
| PROFESSIONAL PROVIDER SERVICES | | |
| Allergy Injections | | |
| In-Network Family Physician | DED | DED |
| In-Network Specialist | DED | DED |
| Out-of-Network | DED + 20% | DED + 20% |
| E-Office Visit Services | | |
| In-Network Family Physician | DED | DED |
| In-Network Specialist | DED | DED |
| Out-of-Network | DED + 20% | DED + 20% |
| Office Services | | |
| In-Network Family Physician | DED | DED |
| In-Network Specialist | DED | DED |
| Out-of-Network | DED + 20% | DED + 20% |
| Provider Services at Hospital and ER | | |
| In-Network Family Physician | DED | DED |
| In-Network Specialist | DED | DED |
| Out-of-Network | In-Ntwk DED (No Coins) | In-Ntwk DED (No Coins) |
| Provider Services at Other Locations | | |
| In-Network Family Physician | DED | DED |
| In-Network Specialist | DED | DED |
| Out-of-Network | DED + 20% | DED + 20% |
| Radiology, Pathology and Anesthesiology | | |
| Provider Services at Hospital or Ambulatory Surgical Center | | |
| In-Network Specialist | DED | DED |
| Out-of-Network | In-Ntwk DED (No Coins) | In-Ntwk DED (No Coins) |
| PREVENTIVE CARE | | |
| Adult Wellness Office Services | | |
| In-Network Family Physician | \$0 | \$0 |
| In-Network Specialist | \$0 | \$0 |
| Out-of-Network | 20% (No DED) | 20% (No DED) |
| Colonoscopies (Routine) | | |
| In-Network | Age 50+ then Frequency Schedule Applies | Age 50+ then Frequency Schedule Applies |
| Out-of-Network | \$0 | \$0 |
| Mammograms (Routine and Dx) | | |
| In-Network | \$0 | \$0 |
| Out-of-Network | \$0 | \$0 |
| Well Child Office Visits (No BPM) | | |
| In-Network Family Physician | \$0 | \$0 |

| COST SHARING Maximums shown are Per Benefit Period (BPM) unless noted | BlueOptions HSA-Compatible 05180 (Single Coverage) | BlueOptions HSA-Compatible 05181 (Family Coverage) |
|--|---|---|
| In-Network Specialist | \$0 | \$0 |
| Out-of-Network | 20% (No DED) | 20% (No DED) |
| EMERGENCY/URGENT/CONVENIENT CARE | | |
| Ambulance Maximum (per Day) | \$5,500 | \$5,500 |
| In-Network | DED | DED |
| Out-of-Network | In-Ntwk DED (No Coins) | In-Ntwk DED (No Coins) |
| Convenient Care Centers (CCC) | | |
| In-Network | DED | DED |
| Out-of-Network | DED + 20% | DED + 20% |
| Emergency Room Facility Services (also see Professional Provider Services) | | |
| In-Network | DED | DED |
| Out-of-Network | OON DED (No Coins) | OON DED (No Coins) |
| Urgent Care Centers (UCC) | | |
| In-Network | DED | DED |
| Out-of-Network | DED | DED |
| FACILITY SERVICES - HOSP/SURG/CL/IDTF | | |
| Unless otherwise noted, physician services are in addition to facility services. See Professional Provider Services. | | |
| Ambulatory Surgical Center | | |
| In-Network | DED | DED |
| Out-of-Network | DED + 20% | DED + 20% |
| Independent Clinical Lab | | |
| In-Network | DED | DED |
| Out-of-Network | DED + 20% | DED + 20% |
| Independent Diagnostic Testing Facility - Xrays and AIS (Includes Physician Services) | | |
| In-Network - Advanced Imaging Services (AIS) | DED | DED |
| In-Network - Other Diagnostic Services | DED | DED |
| Out-of-Network | DED + 20% | DED + 20% |
| Inpatient Hospital (per admit) | | |
| In-Network | Option 1 - DED Option 2 - DED | Option 1 - DED Option 2 - DED |
| Out-of-Network | DED + 20% | DED + 20% |
| Out-of-Network (Emergency Admission) | DED | DED |
| Inpatient Rehab Maximum | 30 Days | 30 Days |
| Outpatient Hospital (per visit) | | |
| In-Network | Option 1 - DED Option 2 - DED | Option 1 - DED Option 2 - DED |
| Out-of-Network | DED + 20% | DED + 20% |
| Therapy at Outpatient Hospital | | |
| In-Network | Option 1 - DED Option 2 - DED | Option 1 - DED Option 2 - DED |
| Out-of-Network | DED + 20% | DED + 20% |
| MENTAL HEALTH AND SUBSTANCE ABUSE | | |
| Inpatient Hospitalization (30 day max) | | |
| In-Network | Option 1 - DED Option 2 - DED | Option 1 - DED Option 2 - DED |
| Out-of-Network | DED + 20% | DED + 20% |
| Out-of-Network (Emergency Admission) | DED | DED |
| Outpatient Hospitalization (per visit) | | |
| In-Network | Option 1 - DED Option 2 - DED | Option 1 - DED Option 2 - DED |
| Out-of-Network | DED + 20% | DED + 20% |
| Provider Services at Hospital and ER | | |
| In-Network Family Physician or Specialist | DED | DED |
| Out-of-Network Provider | In-Ntwk DED (No Coins) | In-Ntwk DED (No Coins) |
| Physician Office Visit | | |
| In-Network Family Physician or Specialist | DED | DED |
| Out-of-Network Provider | DED + 20% | DED + 20% |
| Emergency Room Facility Services (per visit) | | |
| In-Network | DED | DED |
| Out-of-Network | OON DED (No Coins) | OON DED (No Coins) |
| Provider Services at Locations other than Hospital and ER | | |
| In-Network Family Physician | DED | DED |
| In-Network Specialist | DED | DED |
| Out-of-Network Provider | DED + 20% | DED + 20% |
| OTHER SPECIAL SERVICES AND LOCATIONS | | |
| Advanced Imaging Services in Physician's Office | | |
| In-Network Family Physician | DED | DED |

| COST SHARING Maximums shown are Per Benefit Period (BPM) unless noted | BlueOptions HSA-Compatible 05180 (Single Coverage) | BlueOptions HSA-Compatible 05181 (Family Coverage) |
|---|--|--|
| In-Network Specialist | DED | DED |
| Out-of-Network | DED + 20% | DED + 20% |
| Birthing Center | | |
| In-Network | DED | DED |
| Out-of-Network | DED + 20% | DED + 20% |
| Diabetic Equipment and Supplies* | | |
| In-Network | DED | DED |
| Out-of-Network | DED + 20% | DED + 20% |
| Durable Medical Equipment, Prosthetics, Orthotics BPM | No Maximum | No Maximum |
| In-Network | DED | DED |
| Out-of-Network | DED + 20% | DED + 20% |
| Home Health Care BPM | 20 Visits | 20 Visits |
| In-Network | DED | DED |
| Out-of-Network | DED + 20% | DED + 20% |
| Hospice LTM | No Maximum | No Maximum |
| In-Network | DED | DED |
| Out-of-Network | DED + 20% | DED + 20% |
| Outpatient Therapy and Spinal Manipulations BPM | 35 Visits (Includes up to 26 Spinal Manipulations) | 35 Visits (Includes up to 26 Spinal Manipulations) |
| Skilled Nursing Facility BPM | 60 Days | 60 Days |
| In-Network | DED | DED |
| Out-of-Network | DED + 20% | DED + 20% |
| PRESCRIPTION DRUGS | | |
| Deductible | | |
| In-Network | | |
| Retail (30 Days) | 100% after IN DED | 100% after IN DED |
| Generic/Preferred Brand/Non-Preferred | | |
| Mail Order (90 Days) | 100% after IN DED | 100% after IN DED |
| Generic/Preferred Brand/Non-Preferred | | |
| Out-of-Network | | |
| Retail (30 Days) | 50% after IN DED | 50% after IN DED |
| Generic/Preferred Brand/Non-Preferred | | |
| Mail Order (90 Days) | 50% after IN DED | 50% after IN DED |
| Generic/Preferred Brand/Non-Preferred | | |
| Medical Pharmacy (Provider-Administered Rx)** | | |
| In-Network | See Location of Service | See Location of Service |
| Out-of-Network | See Location of Service | See Location of Service |

* Diabetic Supplies (lancets, strips, etc.) are covered under the Rx benefit except when the group carves out pharmacy. When pharmacy is carved out, they are available through DME. Diabetic Equipment (insulin pumps, tubing) are always covered under the medical benefit.

** (1) Medical Pharmacy Monthly OOP Max includes the drug cost share and applies to the health plan OOP Max. (2) Physician Services are in addition to drug costs (separate cost share applies). (3) Separate drug cost share does not apply to allergy injections or immunizations; only office cost share applies.

This is not an insurance contract or Benefit Booklet. The above Benefit Summary is only a partial description of the many benefits and services covered by Blue Cross and Blue Shield of Florida, Inc., an independent licensee of the Blue Cross and Blue Shield Association. For a complete description of benefits and exclusions, please see Blue Cross and Blue Shield of Florida's Benefit Booklet and Schedule of Benefits; their terms prevail.

Blue Options 05180/81

Premium as of: 10/1/17

Hmo Plan

Employee: 576.02
Add'l Spouse: 795.96
Add'l Children: 499.80
Family: 1,128.81

EE: 728.17
Spouse: 990.64
Children: 622.31
Family: 1,405.12



Legislation Details (With Text)

File #: 18-0072 **Version:** 1 **Name:**

Type: Discussion Items **Status:** General Agenda

File created: 3/8/2018 **In control:** Finance Board

On agenda: 3/15/2018 **Final action:**

Title: Discussion of Pinellas Rd. Project

Sponsors:

Indexes:

Code sections:

Attachments:

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
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