

**BOARD OF GARRETT COUNTY COMMISSIONERS
PUBLIC MEETING**

Monday, April 5, 2021

Meeting was Held via Video Conference/Limited Seating

IN ATTENDANCE

**Chairman Paul C. Edwards
Commissioner James C. Hinebaugh
Commissioner S. Larry Tichnell**

County Administrator Kevin G. Null

CALL TO ORDER OF PUBLIC SESSION at 4:06 PM

PRAYER & PLEDGE OF ALLEGIANCE – Invocation by Commissioner Tichnell

PUBLIC SESSION

1. Mr. Null indicated there was no addition or deletion to the Public Meeting Agenda. The Board of County Commissioners, on a motion by Commissioner Hinebaugh, which was seconded by Commissioner Tichnell, and made unanimous by Chairman Edwards, approved the Public Meeting Agenda for April 5, 2021.
2. The Board of County Commissioners, on a motion by Commissioner Tichnell, which was seconded by Commissioner Hinebaugh, and made unanimous by Chairman Edwards, approved the Public Meeting Minutes of March 16, 2021.
3. **Update on County Response to COVID-19:** County Administrator Null provided an update:

Cases

- ❖ While the State is trending up in cases, Garrett County has not seen the increase
- ❖ Positivity Percent – County 4.11% - State 5.79%
- ❖ Percent Vaccinated - County 29.59%

Vaccine

- ❖ Currently in Phase 2B
- ❖ Phase 2C (Tuesday, April 13, 2021)
 - All Marylanders 55 and older
 - All essential workers in critical industries
- ❖ Phase 3 (Tuesday, April 27, 2021)
 - All Marylanders 16 and older
- ❖ Garrett County still receiving 300 doses per week-plus 300 for 2nd shots
- ❖ The Garrett County Health Department is scheduling appointments through their website or call the Health Department to get on the list
- ❖ Walgreens, Walmart, and CVS all have vaccine

Mass Vaccination Sites

- ❖ Pre-registration for Mass Vaccination Sites is open to all Marylanders 16 and older
- ❖ All Marylanders age 16 and older can now pre-register for an appointment at a mass vaccination site by visiting covidvax.maryland.gov or calling 1-855-MD-GOVAX (1-855-634-6829). Through pre-registration, Marylanders can choose their top two preferred sites.
- ❖ Although pre-registration is now open to all Marylanders, Phase 1 and Phase 2 eligible individuals will continue to receive priority for appointments.

- ❖ Hagerstown site has 250 doses allocated for Garrett County. Last check, only 7 doses have been dispensed. Health Department has requested that the allocated doses be sent to the County.

4. **Proclamations:** 1. National Library Week – April 4-10, 2021
2. Autism Awareness Month – April 2021/Wear Blue Day – April 20, 2021

5. **Board Appointments/Reappointments** - The Board of County Commissioners, on a motion by Commissioner Hinebaugh, which was seconded by Commissioner Tichnell, and made unanimous by Chairman Edwards, appointed/reappointed the following individuals:

- ❖ **Garrett County Adult Guardianship Review Board – 3 Year Terms**

Appointed/Reappointed of the following individuals to the Garrett County Adult Guardianship Review Board:

<u>Reappointments</u>	<u>Appoint</u>
Stewart Callis, M.D.	Regina Gearhart
Thomas Dabney, Jr.	
Scott Hollingsworth	
Tamra Canfield	
Donna Fost	
Karl Schwalm, M.D.	

Official letters will be sent to all appointees under the signature of Chairman Edwards outlining the terms of appointment

6. **APPROVAL/ADOPTION – Garrett County Salary Study Ordinance – 2021**

The Board of County Commissioners, on a motion made by Commissioner Tichnell, which was seconded by Commissioner Hinebaugh, and made unanimous by Chairman Edwards, approved the Garrett County Salary Study Ordinance – 2021 (attached) that was adopted on March 16, 2021.

7. The Garrett County Purchasing Department presented the following recommendation:

Bid #21-0318LA – Liquid Asphalt

Two (2) Bids were received: Russell Standard Corporation (\$1.916/gallon) and Specialty Emulsions, Inc. (\$2.043/gallon).

After reviewing the Bids for compliance with administrative requirements and based on the feedback from the Department of Public Works – Roads Division, the Garrett County Purchasing Department recommended awarding the Bid to Russell Standard Corporation \$1.916 per gallon

The Board of County Commissioners, on a motion by Commissioner Tichnell, which was seconded by Commissioner Hinebaugh, and made unanimous by Chairman Edwards, approved the Bid Award as recommended.

8. **Recommendation – Garrett County Employee Health Coalition Plan**

Scott Weeks, Director, Garrett County Department of Financial Services, presented a recommendation from the Garrett County Employee Health Care Plan, made up of Garrett County Government, Garrett County Board of Education, and Garrett College, to accept a bid from CareFirst for the employee medical plan.

Mr. Weeks reported that the adviser to the Coalition, CBIZ, solicited bids for medical insurance and received five (5) responses (attached). After reviewing bids and in consultation with the Coalition, the

recommendation is to accept the bid from CareFirst. The new medical plan will save a significant amount.

The Board of County Commissioners, on a motion by Commissioner Hinebaugh which was seconded by Commissioner Tichnell, and made unanimous by Chairman Edwards, approved the recommendation to move the Garrett County Employee Health Coalition Plan to CareFirst.

MOTION TO CLOSE PUBLIC MEETING AND OPEN PUBLIC HEARING

On a motion by Commissioner Tichnell, which was seconded by Commissioner Hinebaugh, and made unanimous by Chairman Edwards, the Public Meeting was closed and the Public Hearing opened at 4:24 p.m.

9. **PUBLIC HEARING:** Garrett County Department of Public Works – Utilities Division. Amendments to the Garrett County Water & Sewer Master Plan.

The Board of County Commissioners conducted a Public Hearing on this date for the purpose of consideration of three (3) amendments to the Garrett County Water & Sewerage Master Plan. Robert Witt, Project Manager, Garrett County Department of Public Works – Utilities Division, gave a brief overview of the amendments for the following:

Water Service Expansion

Paradise Heights Road
398 Fairview Church Road
1019 Madison Street

Sewer Service Expansion

Pysell Road
Maple Street
2661 Glendale Road
869 Mountainview Drive

Sewer Service Area Creation

Rosedale Sewer Service Area

Public Comments will be accepted until Tuesday, April 20, 2021. Comments can be submitted to gccomments@garrettcountry.org . Information on the proposed changes are posted on the County website.

MOTION TO CLOSE PUBLIC HEARING AND OPEN PUBLIC MEETING

On a motion by Commissioner Hinebaugh, which was seconded by Commissioner Tichnell, and made unanimous by Chairman Edwards, the Public Hearing was closed and the Public Meeting opened at 4:34 p.m.

10. **ANNOUNCEMENTS:**

American Recovery Act Funding - Chairman Edwards responded to questions concerning American Recovery Act Funding. The County is expected to receive \$5,627,087. The County has not yet received any funding, nor do we have any official information on how the funds can be spent. The County’s priorities will be infrastructure and economic development and we are currently working on a project list. In addition, the Town’s will receive their own federal allocation.

11. The Board of Garrett County Commissioners announced that the next Public Meeting will be held on Tuesday, April 20, 2021 at 4:00 p.m. via live stream and with limited seating.

ADJOURNMENT: The Board of County Commissioners, on a motion by Commissioner Tichnell, which was seconded by Commissioner Hinebaugh, and made unanimous by Chairman Edwards, adjourned the Public Meeting at 4:38 P.M.

Attest:

By Order of the Board,

KEVIN G. NULL
County Administrator

PAUL C. EDWARDS, Chairman
Board of County Commissioners

THE BOARD OF GARRETT COUNTY COMMISSIONERS

203 South Fourth Street – Courthouse –Room 207, Oakland, Maryland 21550

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Board of Commissioners

Paul C. Edwards
James C. Hinebaugh, Jr
S. Larry Tichnell

County Administrator

Kevin G. Null

County Attorney

Gorman E. Getty III

GARRETT COUNTY SALARY ORDINANCE – 2021

CIR CT GARRETT CO, MD
2021 APR 6 PM 3:02

ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF GARRETT COUNTY, MARYLAND, a body politic and corporate and a political subdivision of the State of Maryland (the “Board”), relating to the recommendations of the Garrett County Salary Study Commission.

Explanation

Pursuant to the provisions of Chapter 32-40 of the Garrett County Code, the same being Article 11 of the Code of Public Local Laws of the State of Maryland (the “County Code”), a Garrett County Salary Study Commission (the “Commission”) was established to study the existing salaries of the Board, as well as the Sheriff, Judges of the Orphans’ Court, Board of Supervisors of Elections, Board of Education, and members of the Liquor Control Board, and to make recommendations to the Board concerning those salaries. The Commission made a study of each of the salaries under their review and has made recommendations to the Board. In accordance with the provisions of the County Code, the Board, in the exercise of its independent judgment, has declined to accept the recommendations of the Commission.

NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF COUNTY COMMISSIONERS OF GARRETT COUNTY, MARYLAND, THAT THE SALARIES AND COMPENSATION FOR THE BOARD, THE SHERIFF, JUDGES OF THE ORPHANS’ COURT, BOARD OF SUPERVISORS OF ELECTIONS, BOARD OF EDUCATION, AND MEMBERS OF THE LIQUOR CONTROL BOARD BE SET, AS FOLLOWS:

1. The Board of County Commissioners of Garrett County
No increase in annual salary was requested or approved. Salary remains at \$32,500.
2. Judges of the Orphans’ Court for Garrett County
Increase in annual salary is approved. Salaries are increased to \$6,500 for Chief Judge and \$6,200 for Associate Judge. Also a flat rate of \$119.00/day for training, in addition to mileage reimbursement.
3. Sheriff for Garrett County
No increase in annual salary was requested or approved. Salary remains at \$85,000.
4. Garrett County Board of Education
Increase in annual salary is approved. Salary for President and Board Members is increased to \$5,000.
5. Garrett County Board of Election Supervisors
No increase in salary is approved. Salary remains at \$3,300 for President and \$3,000 for Board Members. Added:

- Daily stipend for each day worked (two (2) days each election cycle) increased to \$400.00 per day.
- Canvass stipend for each day worked (two (2) days each elections cycle) increased to \$150.00 per session.

6. Garrett County Liquor Board

No increase in salary was requested or approved. Salary remains at \$2,500.

WITNESS the corporate name of the BOARD OF COUNTY COMMISSIONERS OF GARRETT COUNTY, MARYLAND, by Paul C. Edwards, Chairman, and attested by Kevin G. Null, County Administrator, with the seal attached and effective this 5th day of APRIL, 2021.

BOARD OF COUNTY COMMISSIONERS
OF GARRETT COUNTY, MARYLAND

By: [Signature]
PAUL C. EDWARDS, Chairman

ATTEST:

[Signature]
KEVIN G. NULL
County Administrator

STATE OF MARYLAND
COUNTY OF GARRETT, to-wit:

I HEREBY CERTIFY, that on this 5th day of April, 2021, before me, the subscriber, a Notary Public in and for the State and County aforesaid, personally appeared PAUL C. EDWARDS, and acknowledged himself to be the Chairman of the BOARD OF COUNTY COMMISSIONERS OF GARRETT COUNTY, MARYLAND, a body politic and corporate and a political subdivision of the State of Maryland, and that he, as such Chairman, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of the Board by himself as Chairman.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

[Signature]
Carol A. Riley
NOTARY PUBLIC

My Commission Expires:
07.08.2021

March 24, 2021



Garrett County Employee Health Coalition Plan
203 S. 4th Street
Oakland, MD 21550

CBIZ Benefits & Insurance Services

Insurance & Consulting Services
44 Baltimore Street
Cumberland, MD 21502
Phone: (301) 777-1500
Fax: (301) 724-3953

RE: Medical Bid Analysis
– CareFirst recommendation based on Best and Final CareFirst Offer (BAFO)

Dear Members of the Garrett County Employee Health Coalition Plan:

After finalizing our medical discount analysis and receiving CareFirst BAFO, CBIZ is recommending to the Coalition a move of the medical health insurance program from UMR to CareFirst effective July 1, 2021. This synopsis distills many hours of financial and bid response analysis, carrier interviews and multiple Coalition discussions.

Please note that we are recommending a change to your *medical carrier only*. We do *not* recommend changing your current prescription drug carrier (CVS through Employer's Health), your dental carrier (Delta Dental) nor your vision carrier (NVA). The current carriers for the Coalition's pharmacy, dental and vision put forward the most competitive quotes. While there will certainly be disruption in any medical carrier change, it will not be as impactful and laborious as also changing carriers for prescription, dental and vision programs as well.

There is ample backup, details and caveats on all of the items listed below if desired, but this summarizes our findings;

- Financial Savings - We are estimating a savings (cost avoidance) to the medical program of \$735,000+ annually, based on the combination of better discounts and lower administrative fees from CareFirst. We have also secured an improvement in "financial credits" back to the Coalition from CareFirst in the form of Wellness Funds and Implementation offset funds. Some details;
 - CareFirst network discounts save the Coalition medical plan an estimated \$663,000+ annually (on a mature basis) vs. the current UMR network. (Note that in year one, the savings will be lower because of first year claims lag and run-out from UMR.)
 - CareFirst administrative fees save the Coalition approximately \$72,000+/per year as compared to the current UMR fees. This difference now includes the additional cost for COBRA administration.
 - CareFirst is providing an annual wellness credit of \$35,000, which is \$10,000 more than UMR.
 - CareFirst is now providing a \$65,000 Implementation credit (an increase of \$15,000 to the original offer) to offset the expense of transitioning away from UMR. We are estimating a comparable transitional expense by moving from UMR so this implementation credit will fully offset this expense.
 - CareFirst is now offering an implementation performance guarantee in the amount of 5% of administrative fees or approximately \$25,000.
 - CareFirst is now offering an ongoing service performance guarantee in the amount of 15% of administrative fees or approximately \$80,000.
- Network Disruption - Employee and member access to participating providers using the CareFirst network is actually *better* than UMR. This is based on a review of medical providers used by Coalition members over a 12 month period of time.
 - For the 12 month period in question, \$760,000 of eligible actual expenses were Out-Of-Network for UMR while only \$200,000 were Out-Of-Network for CareFirst. This is a *significant* improvement overall in provider access under CareFirst. (We will caution that any change in network will usually not please all members.)
- Plan Design - CareFirst's medical bid assumes duplication of current medical benefits so any pricing advantages do not compromise the benefit levels offered to employees and their dependents. (Again, we caution that any change in carrier may slightly change plan design. CareFirst will do its best to duplicate current medical benefits and will work with GCEHCP during implementation to build the plan design desired.)

March 24, 2021

- Wellness Programs - Wellness initiatives have been a big part of the Coalition's push for healthier employees. As part of our review process, we found CareFirst does provide comparable tools and resources (as compared to UMR) which will allow the Coalition to continue its Wellness initiatives.
- References - The members of the Coalition have been very proactive in reaching out to other CareFirst clients and have received positive responses from all contacted. In addition CareFirst currently covers over 70% of all Maryland based municipalities (county, city, BOE's and colleges) and is more generally accepted by unions.

In summary, CBIZ recommends a change from UMR to CareFirst effective July 1, 2021. For the reasons cited above including enhancements to the current financial arrangements in the form of deeper network discounts, reduced administrative fees, stronger medical provider network, no reduction in benefits, a strong presence with other Maryland based public sector employers, and ample Wellness tools, we endorse this change.

As always, I'm happy to discuss in greater detail.

Sincerely,

Michael F. Marchini

Michael F. Marchini
Senior Employee Benefits Consultant
Practice Leader-Maryland & W. PA

CC: Beckie Lewis, Liz Logsdon, Nick Bobek, CBIZ



Introduction and Overview – Medical

Garrett County Employees Health Care Plan (GCEHCP) retained CBIZ Benefits & Insurance Services (CBIZ) to solicit medical bids on its behalf for a July 1, 2021 effective date.

CBIZ’s request for proposal sought to achieve the following objectives:

- Duplication of GCEHCP’s existing plans and services
- Web-based employee tools and education
- Performance guarantees
- Excellent network access and discounts
- Competitive self-funded fixed costs
- Comprehensive care management and wellness resources
- Combined and Standalone pricing

Proposals were received from five vendors:

Medical
Aetna
CareFirst
Cigna
UMR (incumbent)
SisCo

The Process by CBIZ

The analysis focuses on the vendors’ response to the questionnaire, network access and disruption, and plan design deviations. UMR is currently performing adequately as the medical claim administrator, however the service issues have been noted. They have been the medical carrier of GCEHCP since July 1, 2014.

Metrics compared by CBIZ:

Geo Access - This process takes the employee’s home ZIP code and matches to health plan providers within a certain mileage criteria to determine access to in-network providers.

- Primary Care Physician 2 providers within 10 miles
- Specialist 2 providers within 10 miles
- Hospital 1 hospital within 20 miles
- Mental Health/Sub Abuse 1 provider within 20 miles
- Urgent Care Centers 1 provider within 20 miles



Disruption – This process looks at the specific physicians and facilities used by GCEHCP participants to determine their network participation status in the networks proposed by each carrier.

Questionnaire – A careful review of each vendor’s response to a lengthy questionnaire covering a wide spectrum of services and capabilities.

Pricing – Side by side comparison of submissions will be presented February 4th. This comparison will be for the coalition only. Standalone bid responses will be shared at individual entity meetings.

Bid Responses

- Aetna has quoted a self-funded combined total replacement proposal only. Combined meaning the coalition remains intact. Their assumption is that medical and prescription drug will be integrated, however they have provided administration fees if the decision is made to continue the carve-out option with a separate PBM.
- Carefirst has quoted a self-funded combined total replacement proposal only. Combined meaning the coalition remains intact. Their assumption is that medical and prescription drug will be integrated, however they have provided administration fees if the decision is made to continue the carve-out option with a separate PBM.
- Cigna has provided quotes on a self-funded combined basis and self-funded separately for GCPS and Garrett County Commissioners. Their assumption is that medical and prescription drug will be integrated, however they have provided administration fees if the decision is made to continue the carve-out option with a separate PBM. They also provided fully insured quotes combined and for all three entities separately.
- UMR has provided quotes on a self-funded combined basis and self-funded separately for all three entities. They provided administration fees if the decision is made to continue the carve-out option with a separate PBM. They also provided fully insured quotes combined and separately for all three entities through United Health Care.
- SisCo- has provided quotes on a self-funded combined basis and for all three entities, separately. They provided administration fees if the decision is made to continue the carve-out option with a separate PBM. They did not provide any fully insured quotes.

Note: Fully insured quotes will include medical and prescription drug pricing.



Introduction and Overview – Pharmacy Benefit Manager (PBM)

Garrett County Employees Health Care Plan (GCEHCP) retained CBIZ Benefits & Insurance Services (CBIZ) to solicit pharmacy benefit management bids on its behalf for a July 1, 2021 effective date.

CBIZ's request for proposal sought to achieve the following objectives:

- Credits and Allowances
- Performance guarantees
- Comprehensive prescription management services

Proposals were received from seven (7) vendors:

Pharmacy Benefit Manager
Aetna
CareFirst
Cigna
CVS Caremark/Employers Health– (Incumbent)
Rx Benefits
UMR/Optum Rx
SisCo/Ventegra

The Process

The analysis focuses on the vendors' response to the questionnaire, capabilities, financials and specialty pharmacy. CVS Caremark/Employers Health is the current Pharmacy Benefit Manager (PBM) and is providing suitable service levels to the GCEHCP and its employees since July 1, 2017.

Metrics to compare quotes:

Geo Access - This process takes the employee's home ZIP code and matches to pharmacies within a certain mileage criteria to determine access to pharmacy services.

- 1 pharmacy within 5 miles

Questionnaire – A careful review of each vendor's response to a lengthy questionnaire covering a wide spectrum of services and capabilities.

Pricing – Side by side comparison of submissions will be presented February 4th. This comparison will be for the coalition only. Standalone bid responses will be shared at individual entity meetings.



Note that Aetna and Cigna quoted pharmacy benefits assuming that they will also be the medical vendor. UMR has quoted Optum Rx as an option for a pharmacy partner. There are three “carve-out” options, CVS/Caremark, Rx Benefits and Ventegra. CVS/Caremark and Rx Benefits can be aligned with Aetna, Cigna, Carefirst and UMR. Ventegra must be aligned with SisCo.

Bid Responses

- Aetna quoted its in-house PBM services to be offered in tandem with its medical services. This offering is for Coalition only, in a self-funded arrangement.
- CareFirst - quoted its in-house PBM services to be offered in tandem with its medical services. This offering is for Coalition only, in a self-funded arrangement.
- Cigna quoted its in-house PBM services to be offered in tandem with its medical services. This offering is for the Coalition, GCPS and Garrett County Commissioners on a self-funded basis.
- CVS Health/Employers Health (incumbent) quoted CVS Caremark as their PBM. Employers Health is a coalition developed to purchase PBM services. This type of arrangement is on a self-funded basis and considered “carved out”. *
- Rx Benefits is providing a prescription drug option in a “carved out” self-funded arrangement. Rx Benefits is a coalition arrangement utilizing different Pharmacy Benefit Managers (PBMs). They have provided three options using Express Scripts, CVS/Caremark and Optum Rx. GCEHCP could choose which option or PBM to use.
- UMR quoted its in-house PBM services to be offered in tandem with its medical services. Optum Health, also referred to as Optum Rx has provided self-funded quotes for the Coalition and separately for all three entities.
- Ventegra quoted their own pharmacy service administration. This self-funded submission was provided as a portal for Gregg’s Pharmacy to provide services to GCEHCP. As a side note, at no time was Gregg’s Pharmacy mentioned in Ventegra’s quote nor was any relationship language mentioned in SisCo’s proposal. Greggs Pharmacy informed us of the relationship.

*carved out means prescription drug is not within the health carrier’s domain- separate ID cards normally and separate funding arrangements.

Note: Fully insured quotes will include medical and prescription drug pricing, combined.