

TRIO Board of Directors Meeting
Minutes

November 4, 2015
1:30 PM

Albatross Hotel
Gander, NL

DIRECTORS PRESENT	ALSO PRESENT	REGRETS
Dennis Kelly, President John Dawson, Vice President Rodney Cumby, Director Elmo Bingle, Director	Terry Taylor, General Manager Mary Galway, Manager, Risk & Insurance Programmes Doug Brake, Mercer Lori Park, Mercer	Carol Ann Smith, Director Brian Peckford, Director

1. Call to order and Opening Remarks

President Kelly called the meeting to order at 2:05PM and welcomed everyone present.

2. Approval of Agenda

“Mercer contract renewal” was added to the agenda under *Board Administration*

Motion:	Elmo Bingle/John Dawson
CARRIED	That the agenda be approved as amended

3. Adoption of previous meetings’ minutes

Motion:	Elmo Bingle/John Dawson
CARRIED	That the minutes of the meeting of June 12, 2015 be adopted as presented.

4. T. Taylor presented his report which was accepted by the Board. He also expressed his gratitude to the Board for the purchase of the ZoomText software package.

5. Group Plans Report

- a) M. Galway reported that the Towns of McIvers and L’Anse Au Loup have been approved by the carrier.
- b) M. Galway reported that the TRIO database and the Sun Life database have been essentially synchronized. Henceforth, we will be using the Sun Life billing system to help determine the monthly premium calculations.
- c) M. Galway reported that the experience review has been completed. As expected, some participants are paying less than their loss experience and some are paying

more. Overall, the premium collected in total is currently sufficient to pay all claims and expenses. However, there should be some premium adjustments beginning in 2016.

- d) The Board approved the use of part of the premium surplus to grant a holiday for the December 2016 premiums for extended health and dental coverage. An explanatory letter is to be sent to all eligible participants.

Motion:	Elmo Bingle/John Dawson
CARRIED	That our clients' health and dental premiums for the month of December 2015 be paid out of the excess premium account

- e) M. Galway presented her recommendations for the renewal of the group plan for 2016:
- I. That the self insured retention for catastrophic claims be increased to \$20,000
 - II. That the rates for life and dependent life be reduced
 - III. That the rate used in the calculation of the TRIO administrative allowance be reduced
 - IV. That the rates for AD&D coverage, long term disability and EAP remain unchanged
 - V. That the rates for extended health care, dental care and weekly indemnity be increased
 - VI. That, because of special circumstances, the rates for one municipality remain the same

Motion:	John Dawson/Rodney Cumby
CARRIED	<ul style="list-style-type: none"> • That the recommendations for the processing of the 2016 group plan renewal be adopted • That an across-the-board increase of approximately 8% be applied to all participants regardless of their individual loss experience

6. Board Administration Action Items

- a) 04-02-15 - proposed bylaw changes
T. Taylor reported that all participating municipalities had received a copy of the proposed changes and that a vote to adopt them will be taken at the AGM.
- b) 05-02-15 - MNL convention accommodations
MNL will not provide reserved rooms to MNL representatives on the TRIO Board
- c) 06-02-15 - alternative marketing strategy for MNL convention
Subsequent to the June Board meeting, the Board agreed by consensus to move the cocktail party to the PMA convention in April 2016
- d) 05-04-15 - Cocktail Party Sponsorship
T. Taylor confirmed that Mercer, Sun Life and CIBC Mellon will be identified as sponsors of the cocktail party at the 2016 PMA convention.

7. New Business

- a) 2016 Client Teleconference

Motion:	John Dawson/Elmo Bingle
CARRIED	That all TRIO clients be invited to participate in a client teleconference on the afternoon of February 11, 2016

- b) T. Taylor reported that it was his intention to begin the negotiations with Mercer for the next multi year contract to provide varied pension plan related services. A report is to be made at the February Board meeting.

8. Communications & Marketing Committee

- a) The Board accepted the report of marketing activities since June 2015.

9. Board Administration

- a) The Board reviewed and accepted the agenda for the Annual General Meeting.
- b) The Board reviewed and accepted the agenda for the Board officers' organizational meeting.
- c) T. Taylor presented the summary of the revenue and expenses for January 1- September 30, 2015 which was accepted by the Board.
- d) The Board discussed the options for the distribution of the expected operational surplus for the 2015 year

Motion:	John Dawson/Elmo Bingle
CARRIED	That a portion of the anticipated budget surplus for the year ending December 31, 2015 be transferred to the pension fund.

- e) The Board reviewed and accepted the preliminary budget for 2016.
- f) The Board approved the meeting schedule for 2016. The June meeting will be held at Terra Nova Resort on June 10th. All other meetings will be in St. John's - February 11/12; April 20 and October 5.
- g) The Board reviewed and accepted the cheque register for the period June 22 - October 26, 2015.

10. Pension Plan Items

The Towns of McIvers and Embree are now participating in the pension plan.

11. Outstanding Action Items

a) *03-01-13 - Blanket Municipal Solvency Exemption*

The Board expressed its frustration that, despite our repeated requests, TRIO has received little assistance from MNL in pursuit of this regulatory change. We will continue to ask for MNL’s assistance as well as making our own approaches to government.

b) *11-02-15 - Frozen asset upgrade and discount rate options*

Mercer advised that the discount rate will be determined at a later date, but will likely be between 6.25% and 6.75%.

12. Business Arising from Previous Meetings

T. Taylor reported that Clarenville has transferred some of its employees into Option 10

13. New Business

a) Mercer presented the 2014 valuation. The highlights are:

- I. Our going concern liability has reduced
- II. We are on track to eliminate the going concern liability by 2020
- III. Special Payments remain unchanged for 2016

Motion:	John Dawson/Elmo Bingle
CARRIED	That the 2014 valuation be accepted as presented.

When Mercer files the 2014 valuation, it will ask the Superintendent to consider extending the solvency exemption beyond December 31, 2015.

b) Mercer will design a document that is to be included with the annual pension statements of those people participating in option 9. It will stress the importance of those people having an early awareness of their options when it is their time to retire. A prototype of the document will be presented at the February meeting.

c) The Board received the Q2-2015 invoice from Mercer.

Motion:	John Dawson/Elmo Bingle
CARRIED	That the Q2-2015 invoice from Mercer be paid.

Due Diligence Items

a) Recurring Items

The Board received the contributions report. There are no serious overdue balances.

b) Plan Amendments

There were no new amendments

c) Items Assigned to This Meeting

i. *Certification of Employee Benefits Statements*

Lori Park announced that all employee statements have been mailed.

II. *Initial Education Program/Information to New Board Members*

T. Taylor reported that the required protocols are in place .

III. *Report to Stakeholders (AGM)*

T. Taylor reported that the AGM is scheduled for November 5, 2015 and that all participating employers have been notified.

IV. *Confirmation of Placement of Fiduciary Insurance*

T. Taylor confirmed that the coverage is in force.

V. *Review level of employer contributions for next calendar year*

Mercer confirmed that no changes in Special Payments are required for 2016

VII. *Retention and Supervision of Internal Agents*

No changes are contemplated nor were any requested

14. The next meeting of the Board will be on Thursday, February 11, 2016

15. The meeting adjourned at 5:00PM