

# NDPERS BOARD MEETING

# Agenda

The NDPERS Board Meeting will be held via Teams Meeting. The public may join by phone.

Conference Call #: 701.328.0950  
Conference ID: 193 017 651#

**Tuesday, May 11, 2021**

**Time: 8:30 AM**

## **I. MINUTES**

- A. April 13, 2021

## **II. PRESENTATIONS**

- A. Sanford Health Plan Quarter 4 2020 Executive Summary

## **III. GROUP INSURANCE**

- A. Final Rates and Health Plan Design – Rebecca (Board Action)
- B. About the Patient Contract – Rebecca (Board Action)
- C. FlexComp Member Survey – Rebecca (Information)
- D. Employee Assistance Program (EAP) Vendor Selection – Bryan (Board Action)

## **IV. MISCELLANEOUS**

- A. Office Relocation Update – Derrick (Board Action)
- B. November Board Planning Meeting – Scott (Board Action)
- C. Virtual Board Meetings – Scott (Board Action)
- D. Legislation – Scott (Board Action)
- E. Executive Director Performance Review and Compensation Committee Report and Recommendation – Kim Wassim, Committee Chair (Board Action)



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Public Employees Retirement System**  
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# Memorandum

**TO:** NDPERS Board

**FROM:** Rebecca

**DATE:** May 11, 2021

**SUBJECT:** SHP 2020 Quarter 4 Executive Summary

Sanford Health Plan (SHP) will be at the meeting to review the 2020 Quarter 4 Executive Summary and answer any questions you may have. The Summary is attached for your reference (Attachment 1).

# NDPERS Executive Summary

Quarter 4 | 2020

Presented May 2021



**SANFORD**  
HEALTH PLAN

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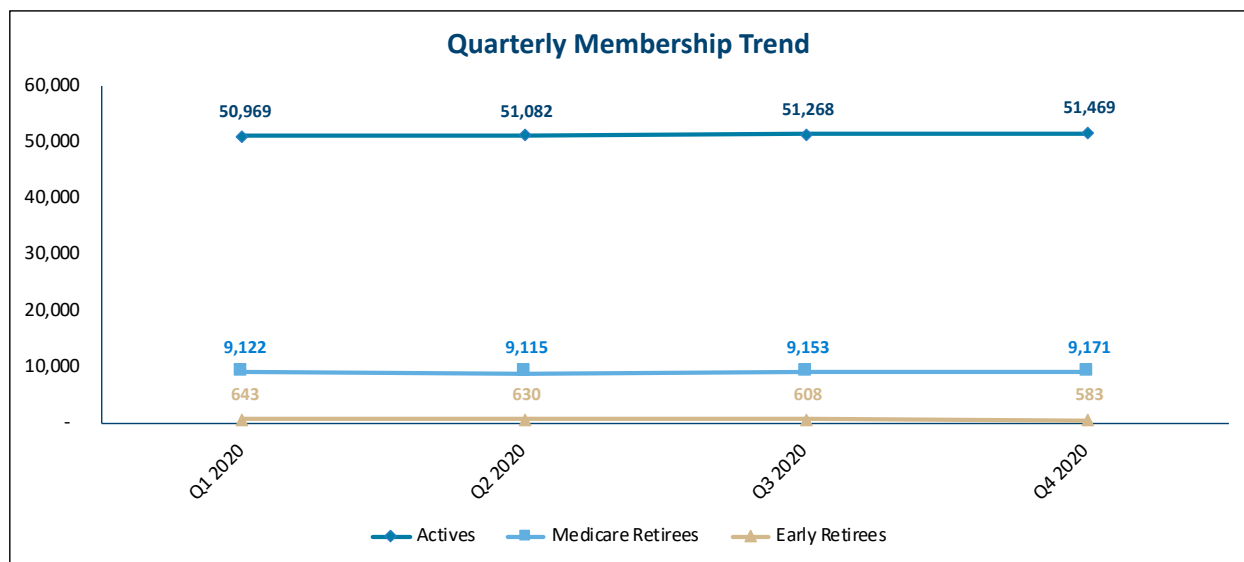
Performance Standards &amp; Guarantees 2019-2021

## ANNUAL MEMBERSHIP SUMMARY

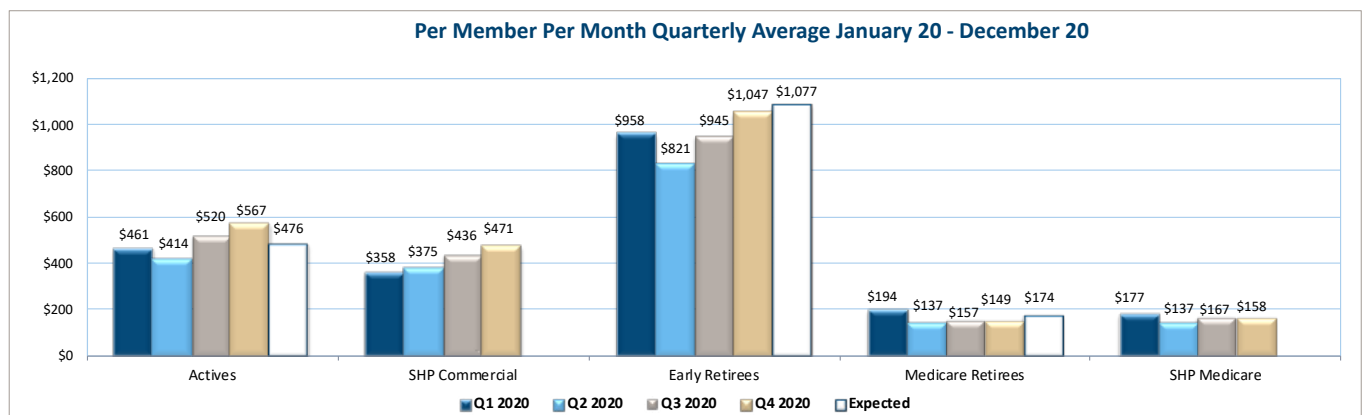
Summary

MEMBERSHIP COMPARISON						PERCENT CHANGE
	Q4 2019	Q1 2020	Q2 2020	Q3 2020	Q4 2020	Q4 2019 – Q4 2020
Actives	50,513	50,969	51,082	51,268	51,469	1.9%
Medicare Retirees	9,133	9,122	9,115	9,153	9,171	0.4%
Early Retirees	671	643	630	608	583	-13.1%

## MEMBERSHIP TREND



## PMPM SUMMARY



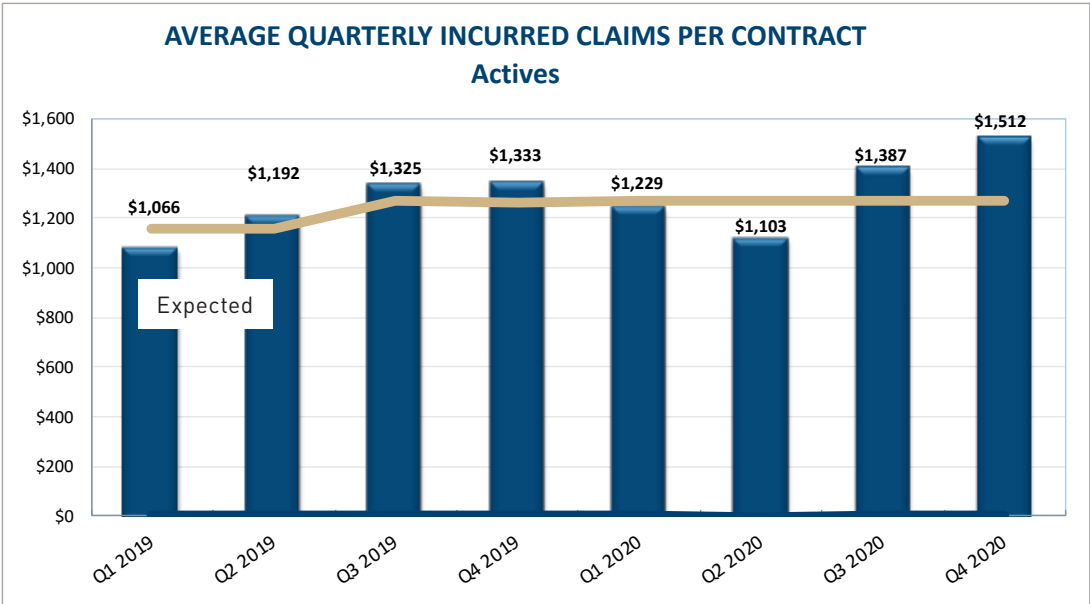
\*Incurred between January 1, 2020 and December 31, 2020. Includes IBNR for January 2020 through December 2020, as of March 31, 2021.

\*Medicare Retirees PMPM excludes prescription drug coverage (Medicare Part D).

\*Expected is January 1, 2020 - December 31, 2020.

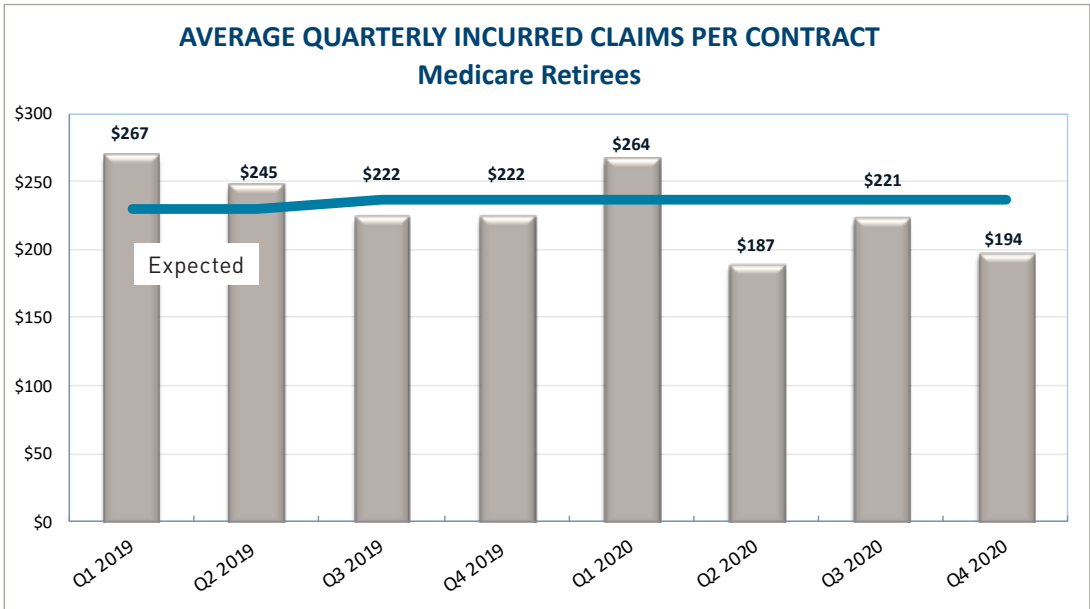
Claims  
Analysis

# PAID CLAIMS PER CONTRACT PER MONTH



\*Incurred between January 1, 2020 and December 31, 2020. Includes IBNR for January 2020 through December 2020, as of March 31, 2021.

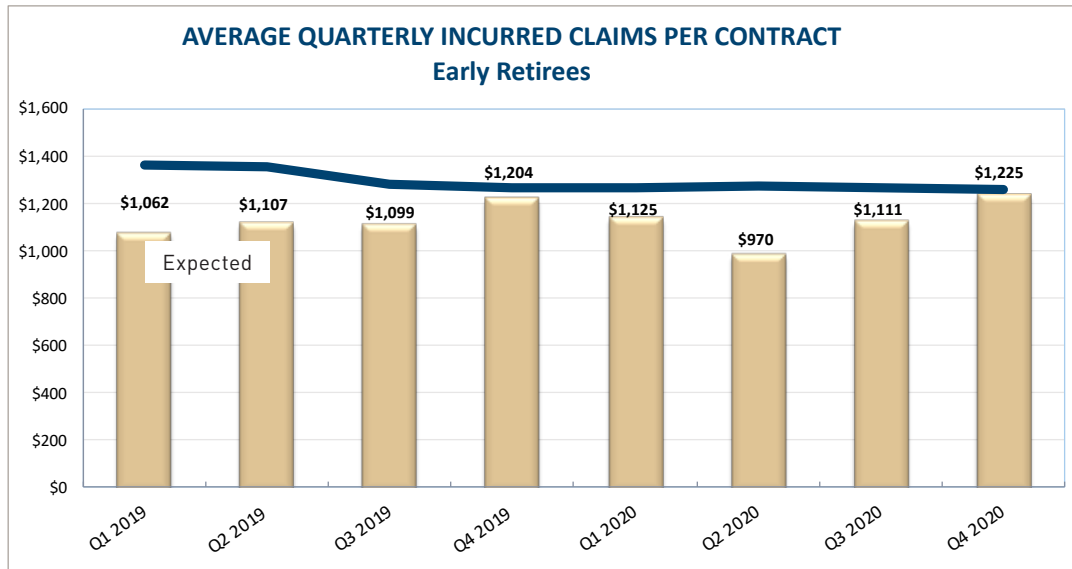
\*NDPERS Active contracts have approximately 2.67 members per contract.



\*Incurred between January 1, 2020 and December 31, 2020. Includes IBNR for January 2020 through December 2020, as of March 31, 2021.

\*NDPERS Medicare Retirees contracts have approximately 1.36 members per contract.

## PAID CLAIMS PER CONTRACT PER MONTH

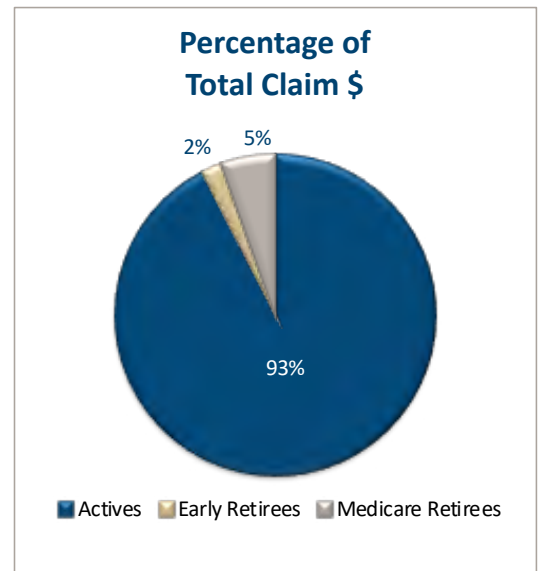
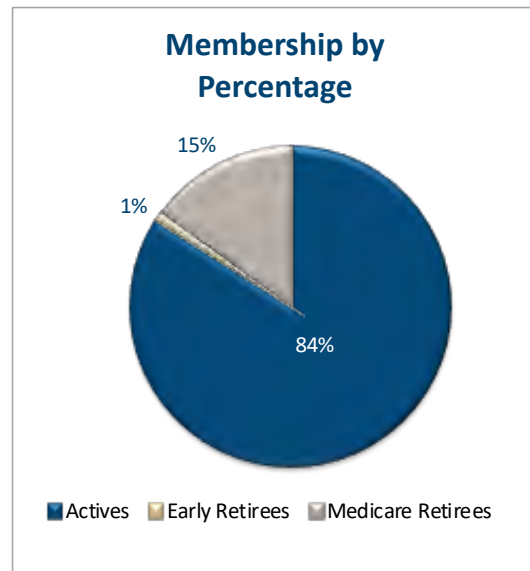
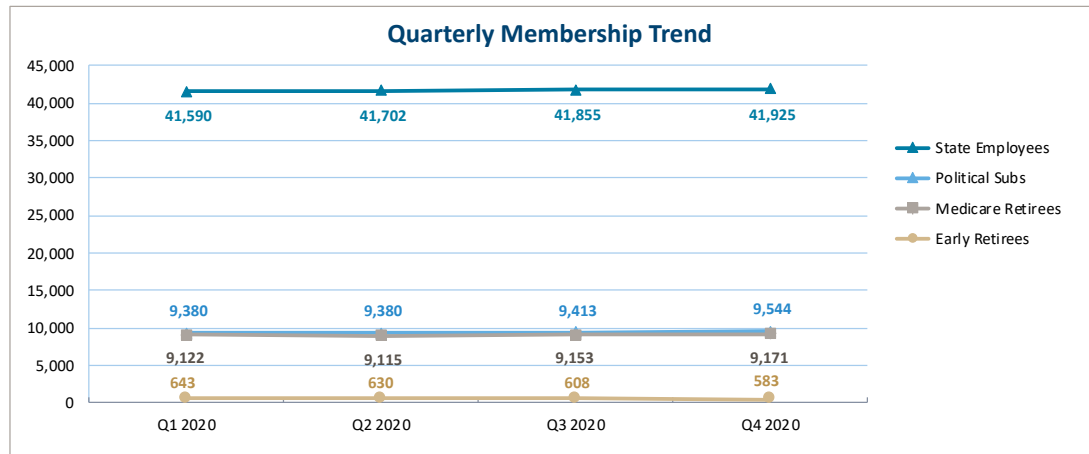
Claims  
Analysis

\*Incurred between January 1, 2020 and December 31, 2020. Includes IBNR for January 2020 through December 2020, as of March 31, 2021.

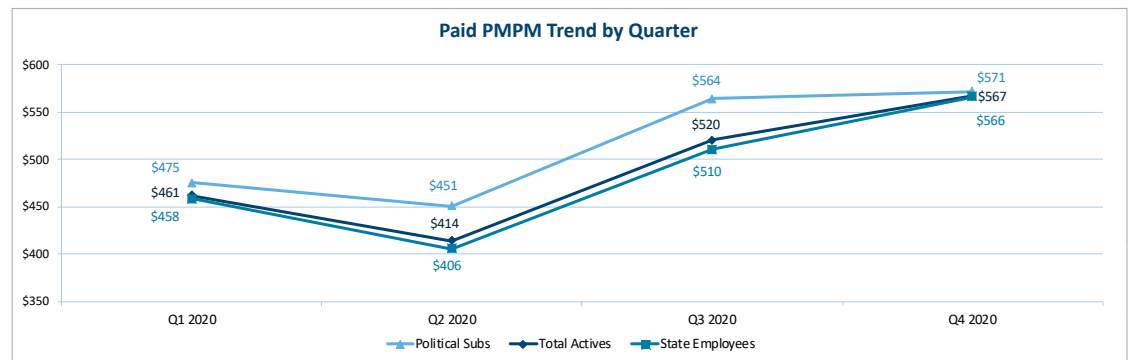
\*NDPERS Early Retirees contracts have approximately 1.17 members per contract.

## Membership & Utilization

## MEMBERSHIP PERCENTAGE



## PAID PMPM TREND BY QUARTER

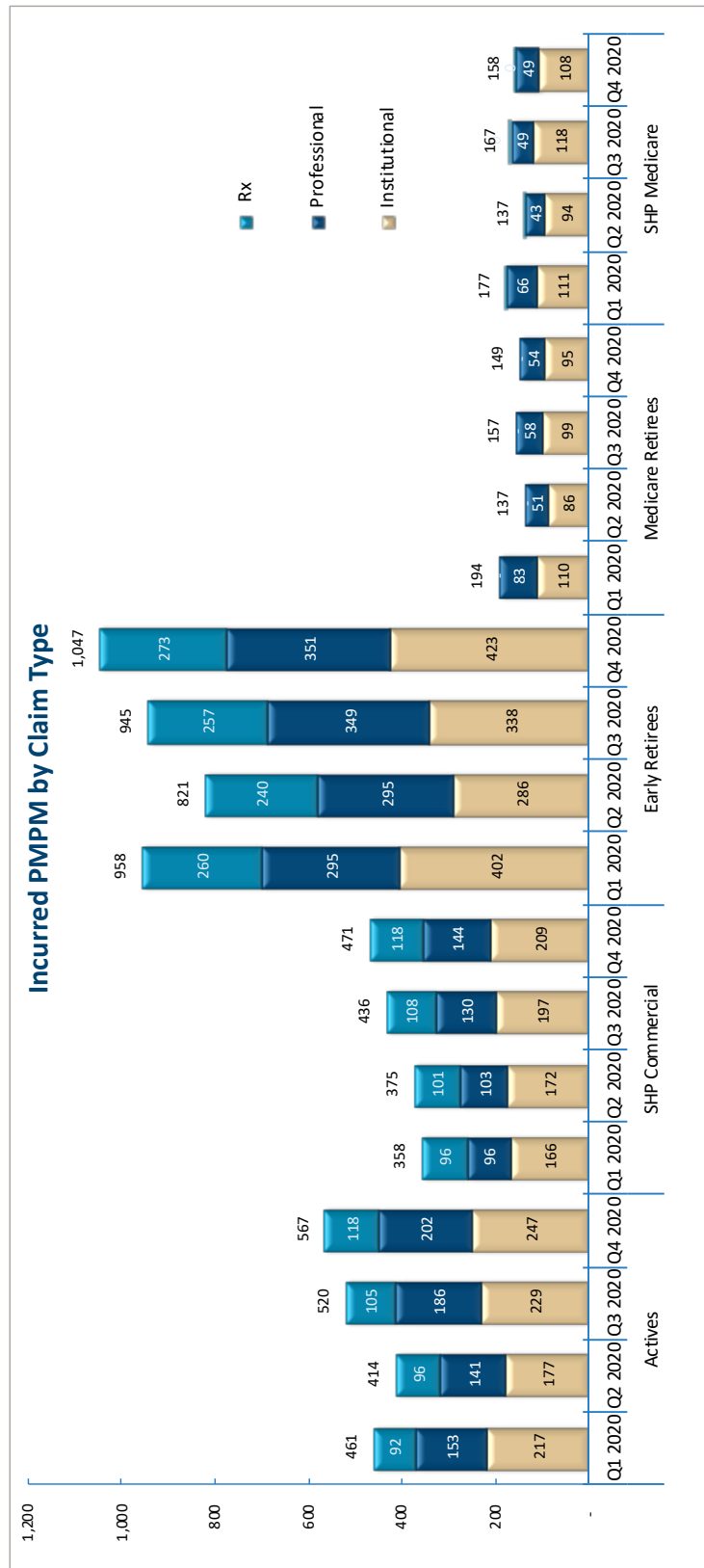


\*Incurred between January 1, 2020 and December 31, 2020. Includes IBNR for January 2020 through December 2020, as of March 31, 2021.



## PMPM BY CLAIM TYPE

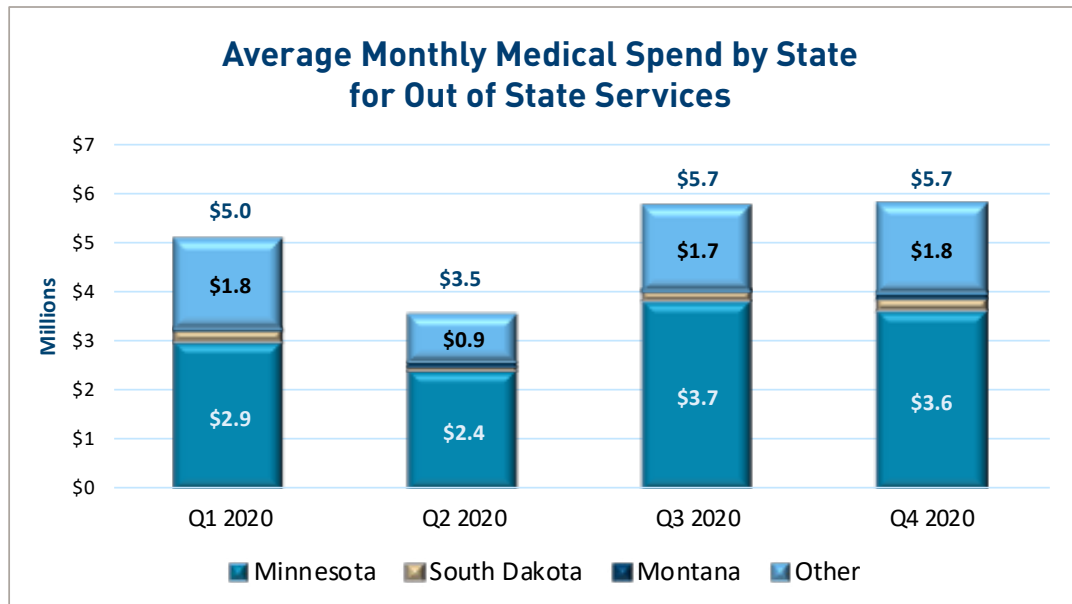
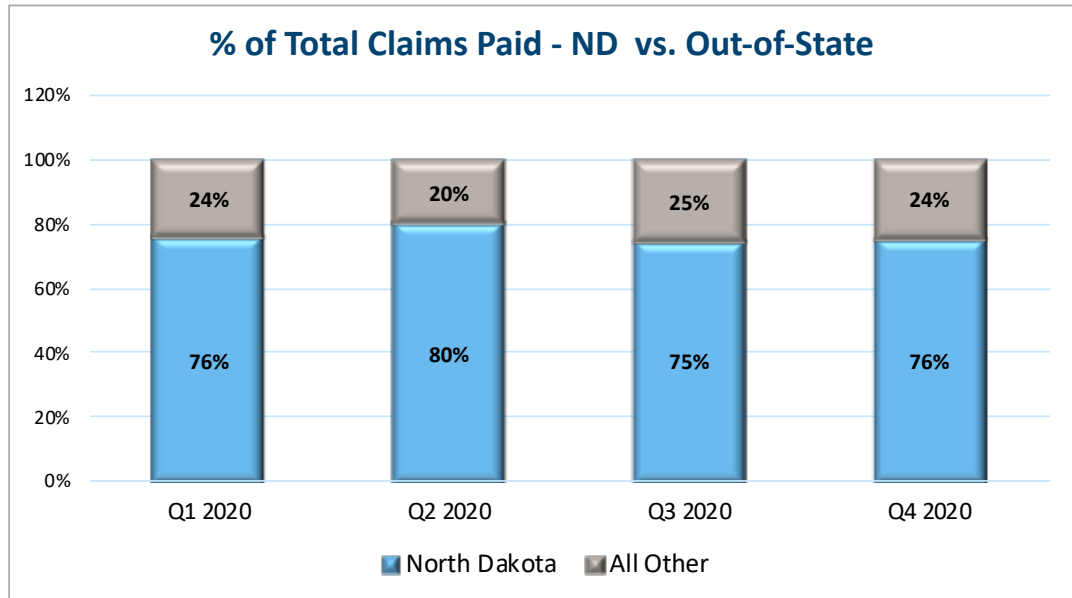
Membership  
& Utilization



\*Incurred between January 1, 2020 and December 31, 2020. Includes IBNR for January 2020 through December 2020, as of March 31, 2021.

## Membership & Utilization

## PAID CLAIMS BY STATE



\*Paid Claims by State charts include both active and retiree membership.

\* Does Not include IBNR

## MEMBER RISK PROFILE &amp; UTILIZATION

Membership  
& Utilization

	NDPERS	SHP Commercial
Average Age	35	33
% Male (Current)	49	46
Average Care Gap Index	1.06	0.84
Inpatient Days Per 1000	216	227
Total Admissions Per 1000	53	62
ER Visits Per 1000	172	152
Total Office Visits Per 1000	3,474	3,345
Pharmacy Scripts Per 1000	8,329	8,572

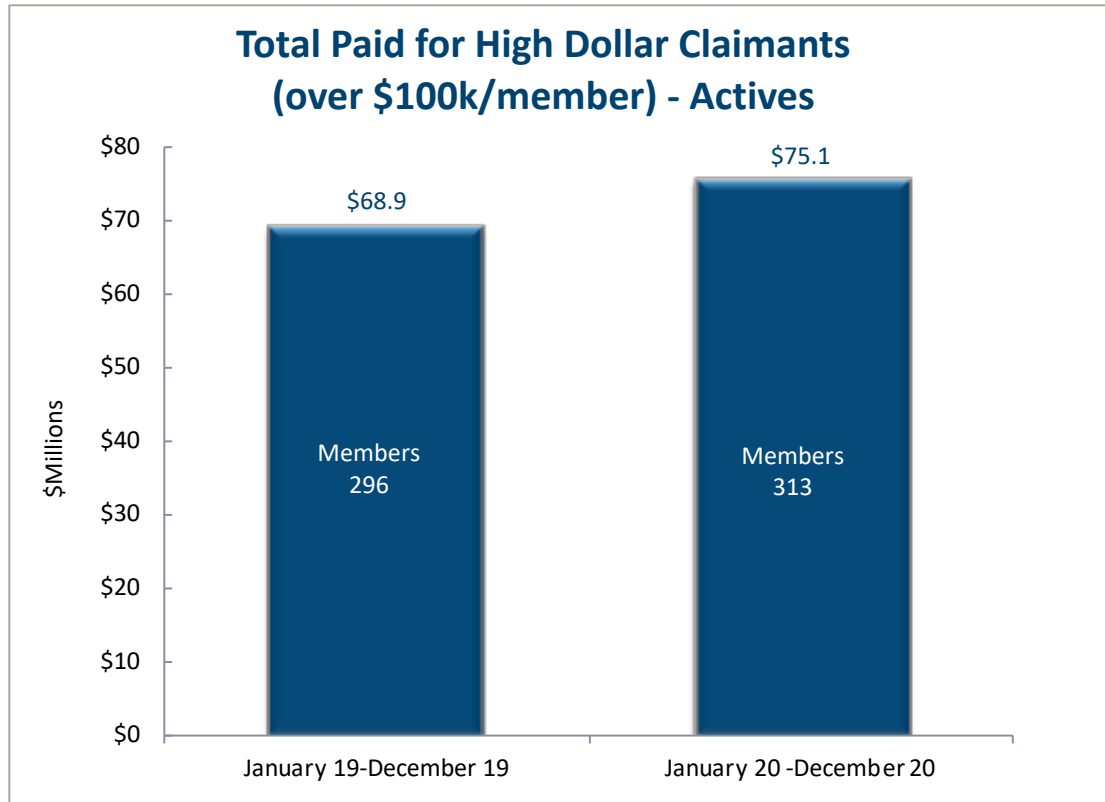
\*Incurred between January 1, 2020 and December 31, 2020.

\*All data was normalized using Cotiviti's methodologies and algorithms.

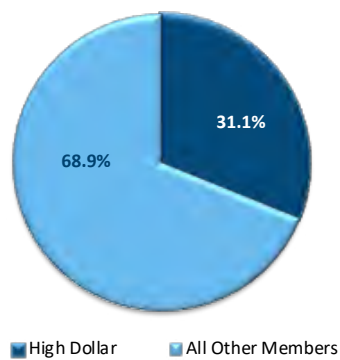
\*NDPERS includes Political Subdivisions, Early (Pre-Medicare) Retirees and State Employees.

High Dollar  
Cases

## ACTIVES

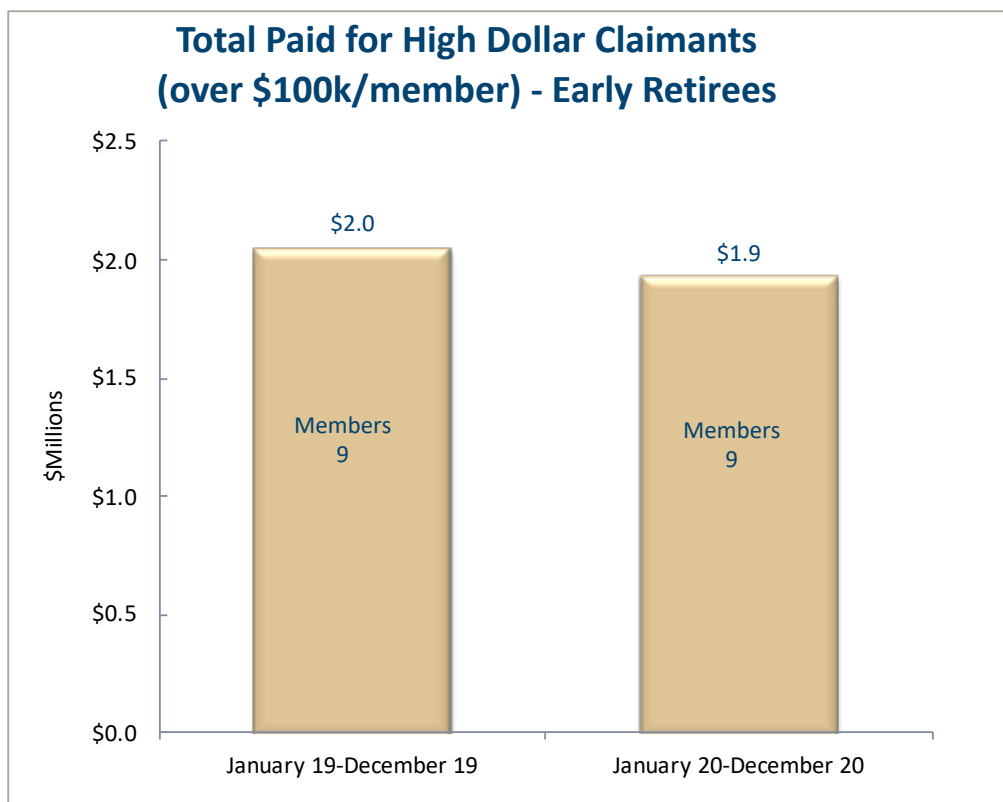


**High Claimant Actives as % of  
Total Payments  
January 20 - December 20**

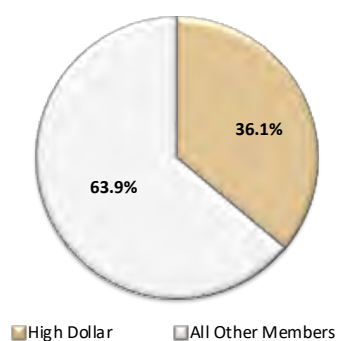


Avg. Paid/Case	\$240,039
% of Total Payments	31.1%

## EARLY RETIREES

High Dollar  
Cases

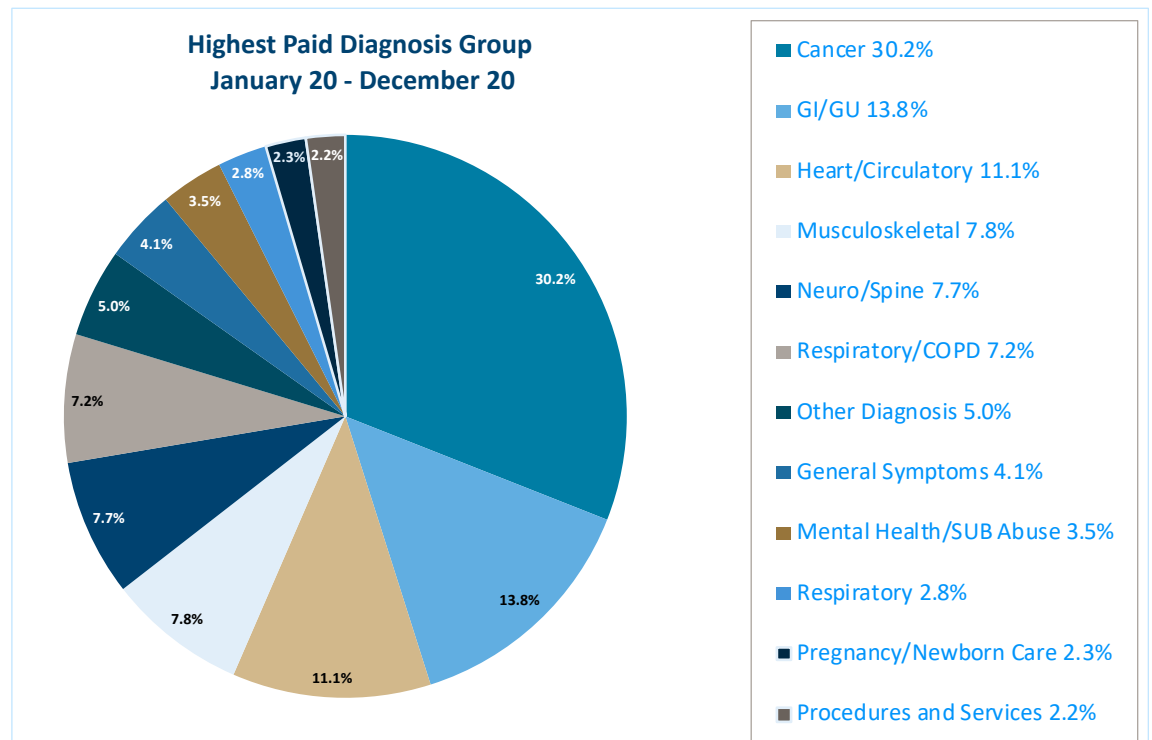
**High Claimant as % of Total  
Payments - Early Retirees  
January 20 - December 20**



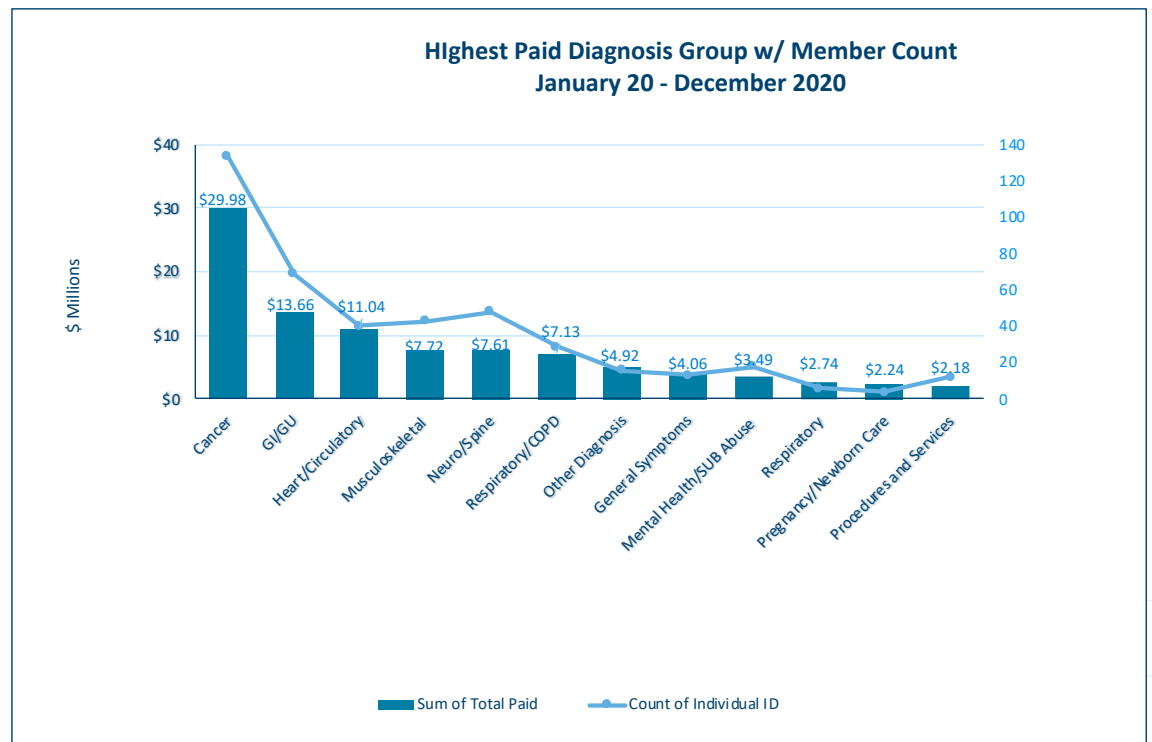
Avg. Paid/Case	\$213,431
% of Total Payments	36.1%

High Dollar  
Cases

## PRIMARY DIAGNOSIS



\*The remaining 2.3% represent 4 diagnosis groups accounting for less than 1% each.

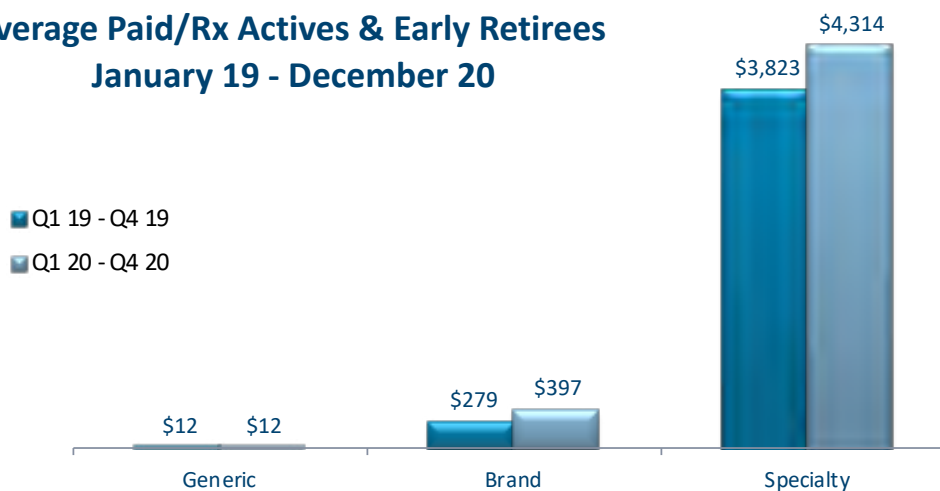


\*High dollar cases consist of claims with a total over \$100,000.

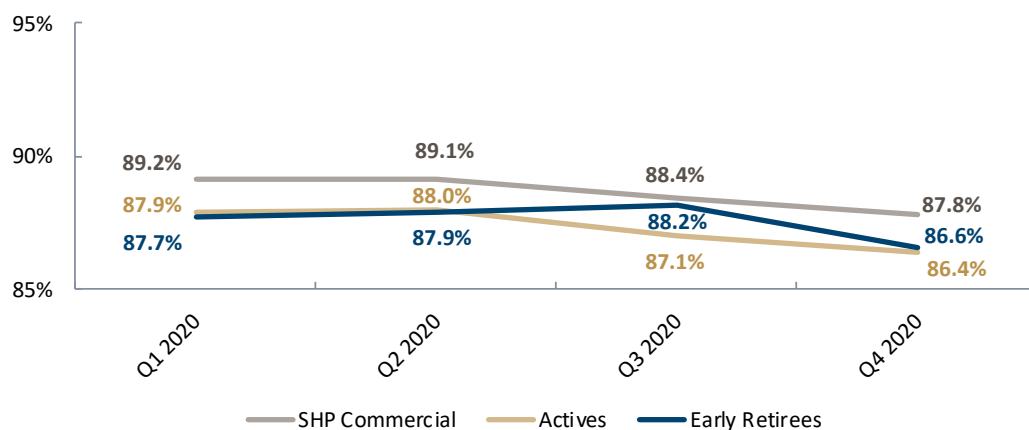
## GENERIC UTILIZATION

Prescription  
Drugs

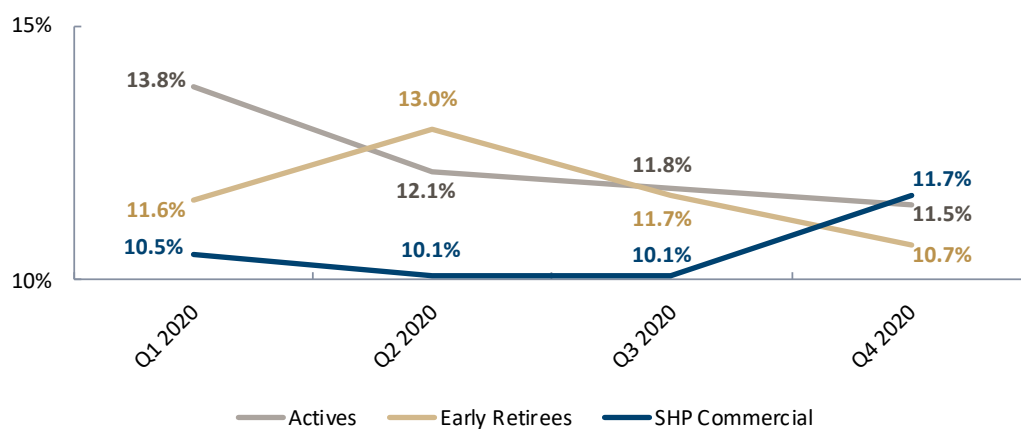
### Average Paid/Rx Actives & Early Retirees January 19 - December 20



### Generic Utilization Rate # of Rx Claims



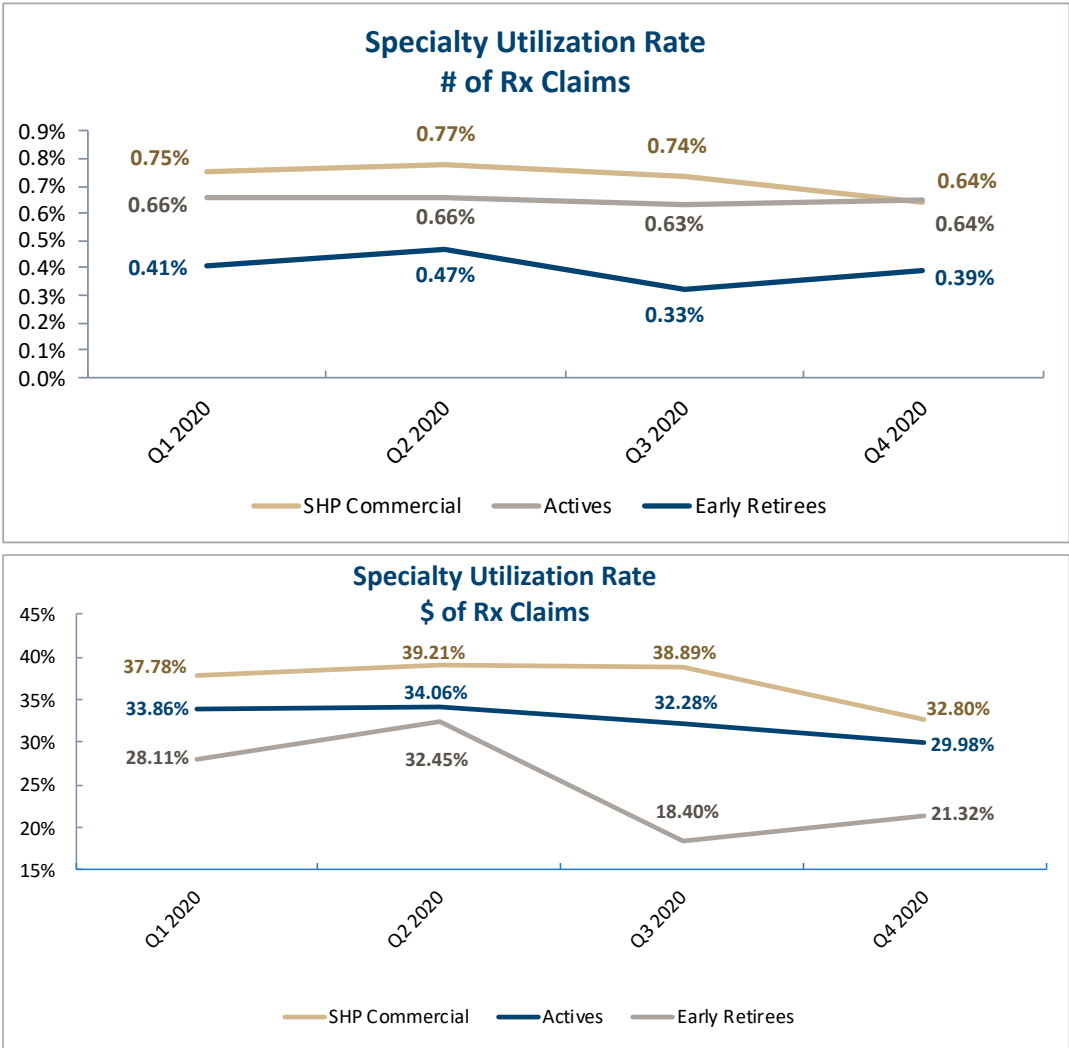
### Generic Utilization Rate \$ of Rx Claims



\*Incurred between January 1, 2020 and December 31, 2020.

Prescription  
Drugs

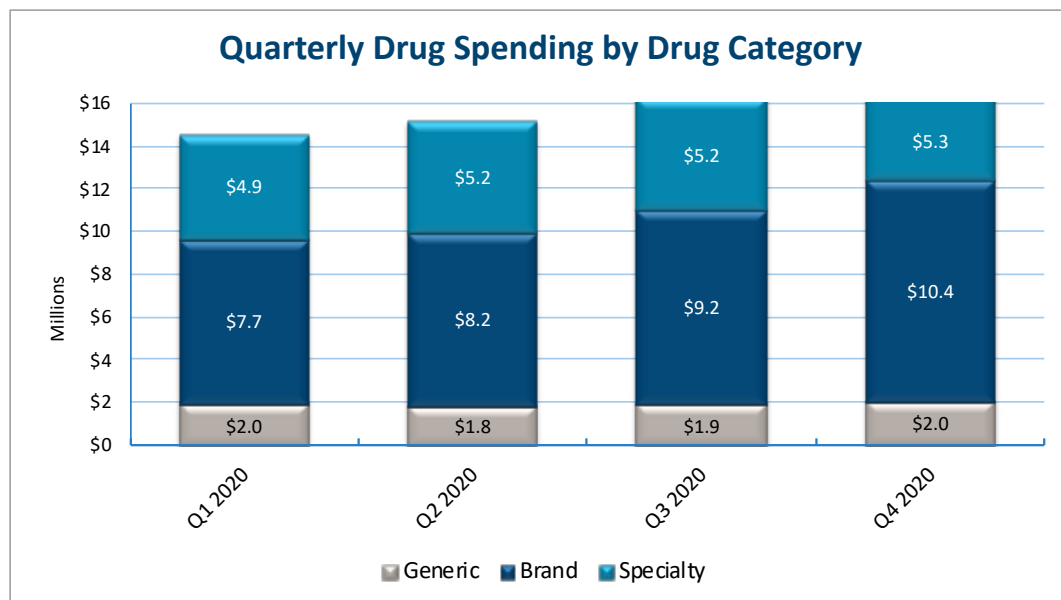
SPECIALTY PHARMACY



\*Incurred between January 1, 2020 and December 31, 2020.



## PHARMACY

Prescription  
Drugs

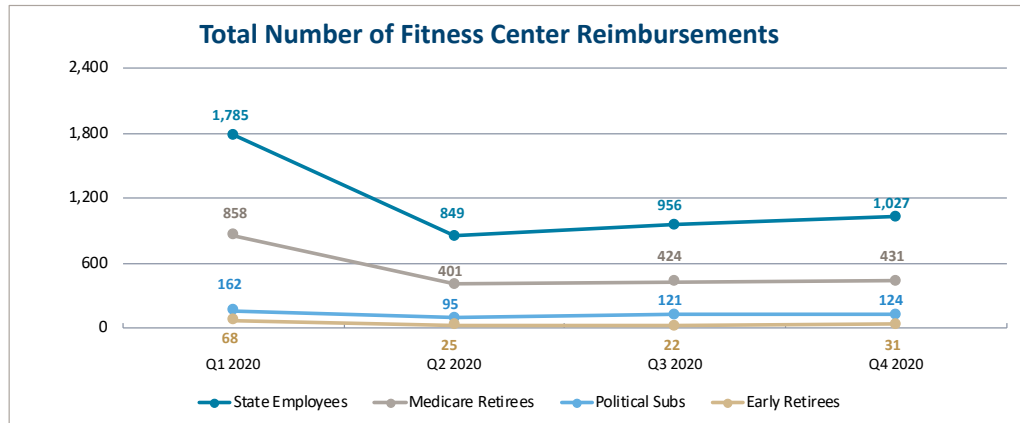
\*Incurred between January 1, 2020 and December 31, 2020.

Sanford Health Plan – NDPERS EGWP			
Description	Q3 2019	Q3 2020	Change
Avg Subscribers per Month	9,120	8,987	1.5%
Avg Members per Month	9,120	8,987	1.5%
Number of Unique Patients	8,929	8,860	0.8%
Pct Members Utilizing Benefit	97.9%	98.6%	-0.7
Total Days	10,491,506	10,085,341	4.0%
Total Adjusted Rxs	379,171	367,599	3.1%
Average Member Age	75.7	75.5	0.2%
Nbr Adjusted Rxs PMPM	4.62	4.54	1.6%
Generic Fill Rate	91.9%	91.3%	0.6
90 Day Utilization	66.6%	66.7%	-0.1
Retail - Maintenance 90 Utilization	64.7%	65.2%	-0.5
Home Delivery Utilization	1.9%	1.5%	0.4
Member Cost Net %	25.9%	25.9%	0.0
Specialty Percent of Plan Cost Net	40.2%	38.0%	2.2
Formulary Compliance Rate	99.1%	99.1%	0.0

\*This data was prepared by Express Scripts Inc. (ESI)

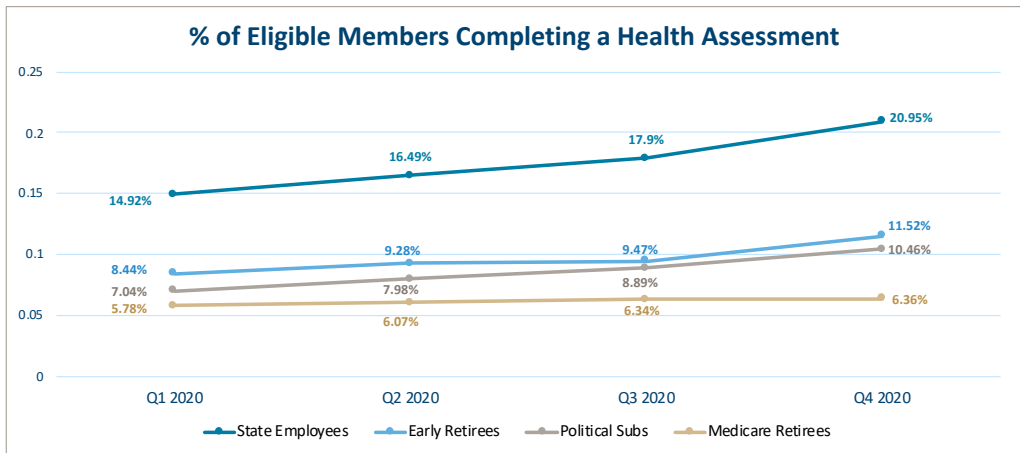
## Dakota Wellness Program

### FITNESS CENTER REIMBURSEMENT



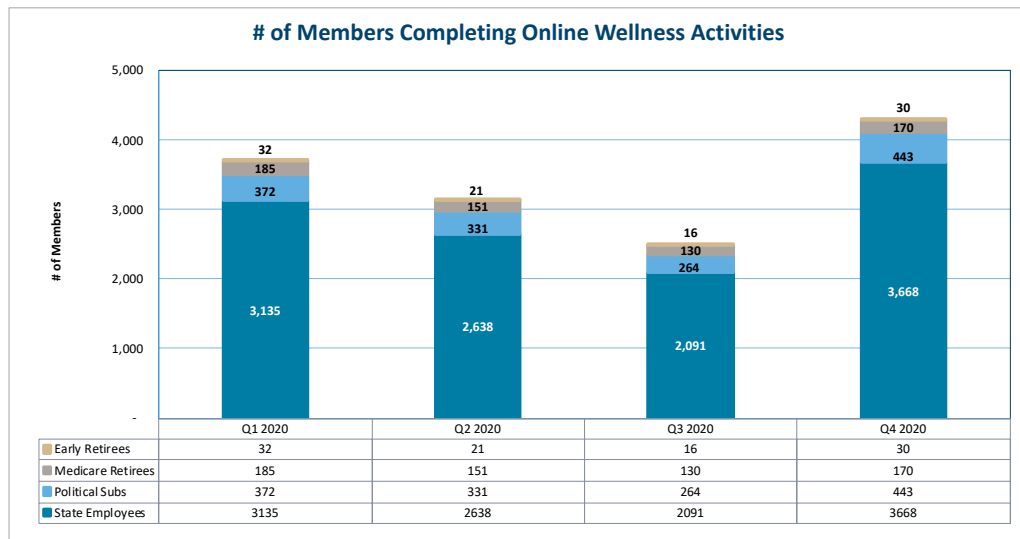
\*Note: Activity decline is a result of the wellness benefit suspension effective January 1 through May 31, 2017.

### HEALTH ASSESSMENT



\*Note: Activity decline is a result of the wellness benefit suspension effective January 1 through May 31, 2017.

### ONLINE WELLNESS ACTIVITIES



\*Note: Activity decline in Q1 and Q2 is the result of the wellness program suspension due to getting the new tax reporting system in place. Gym reimbursements in Q1 reflect unpaid 2016 gym activity. Gyms had until February 8, 2017 to submit 2016 gym activity. No payments were made in Q2 due to the wellness benefit suspension.

## LIFESTYLE MEDICINE PROGRAMS

Dakota  
Wellness  
Program



### Center for Lifestyle Medicine, to date

NDPERS members with qualifying conditions have access to ongoing visits with a Lifestyle Medicine Specialist to create an individualized Lifestyle Medicine plan: **59 members**

### Outcomes among all program graduates



Graduates with an obesity diagnosis reduced their BMI by **4%** on average



Participants with a type 2 diabetes diagnosis reduced their glucose by **59 points** on average, a 32% reduction, moving them from the Type 2 Diabetes glucose range down to the pre-diabetes glucose range



Graduates increased their physical activity by **106%**



### Exercise is Medicine (EIM)

Exercise has endless benefits to our health, including reducing obesity, improving sleep and our emotional well-being while reducing and reversing heart disease, diabetes, and high blood pressure.

Sanford Health patients who have a diagnosis of a BMI of 30 or greater, hypertension, hyperlipidemia, pre-diabetes, type 2 diabetes, metabolic syndrome or depression are eligible for this 12 week group exercise program. The goal of EIM is to increase confidence when it comes to making exercise a habit.

Pre Program Cardiovascular Minutes (N=149)	6 Month Post Program Cardiovascular Minutes (N=62)
Average 65 minutes per week	Average 113 minutes per week
<b>74%</b> Average increase in cardiovascular exercise minutes post program completion	

**95**

Completed the full program



### Diabetes Prevention Program (DPP)

All in-person co-horts have wrapped up, and the program is now being offered virtually with a wireless scale being sent to participants due to Covid.

Weight loss %	Number of Participants	Reduced Disease Risk
5.13%	152	54%



### Omada

Total members participating to date: **172 members**

Percent by age: **18-39: 24%**    **40-59: 58%**    **60+: 17%**

Total Weight loss: **858.9 pounds**

Week 16 Percentage of weight loss and reduced disease risk:

Weight loss %	Number of Participants
0 - <3%	38
3 - <5%	18
5 - <7%	12
7 - <10%	9
>10%	2

Program Completion: **Weight loss 3.6%**    **Reduced Disease Risk 38%**

## Dakota Wellness Program

# MONTHLY WELLNESS THEMES

Monthly themes keep the wellness program fresh throughout the year and keeps members engaged in their individual wellness pursuit. Newsletters, e-blasts and worksite posters are used to introduce themes.



**Dakota Wellness Program**

### Workplace boundaries

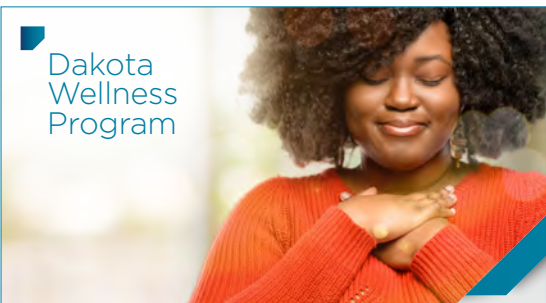
Building and maintaining boundaries is a skill that's protective and healthy, especially at work. However, it can be difficult to keep boundaries intact when challenging times and people enter your working life.

**To build better boundaries, consider the following points:**

-  What have you learned? If the message in your family was that boundaries were unacceptable, that message can make maintaining boundaries at work challenging.
-  Take note of your feelings. Feelings are an indicator that boundaries have been breached, particularly if those feelings are resentment or discomfort.
-  Give yourself permission to protect and care for yourself. By building and enforcing boundaries, you'll have increased and better quality energy to serve others.
-  Start small. Begin your practice with small non-threatening boundaries.

Learn more in the Dakota Wellness Program Newsletter.  
[sanfordhealthplan.com/ndpers](http://sanfordhealthplan.com/ndpers)

SDHP-3450 Rev. 9/20

**Dakota Wellness Program**

### Gratitude


Sometimes it can feel overwhelming to know where to start when it comes to cultivating calm in your life. A great first step is to build a gratitude practice for yourself. There are a variety of ways to practice gratitude - know that no practice is better than another.

**Start Small**

- Write a thank you note to a friend, co-worker, or family member
- Say appreciation for your food before a meal
- Repeat a mantra like, "I am OK right now, in this moment"
- Meditate for one minute, slowly breathing in and out, focusing on being grateful for each breath
- Walk or stretch your muscles for five minutes while focusing on being grateful for a body that moves you through your days

Learn more in the Dakota Wellness Program Newsletter.  
[sanfordhealthplan.com/ndpers](http://sanfordhealthplan.com/ndpers)

SDHP-3450 Rev. 10/20




**Dakota Wellness Program**

### Willpower

Willpower isn't something you either have or you don't. It can be strengthened just like a muscle, but it can also be drained, like our energy.

**STRENGTHEN**

Practicing self-discipline builds willpower. In this context, self-discipline is practiced by committing to a doable task, at a regular cadence, regardless of any excuses. Moving or pushing through any patterns that inhibit your task can strengthen the ability to carry out more challenging tasks.

**DRAINING**

Willpower can be drained by depriving oneself. To some extent, depriving yourself is necessary. You might be depriving yourself of a perfect day in order to go to work. What are some of your day-to-day restrictions (food, finance, rest, or dreams)?

Learn more in the Dakota Wellness Program Newsletter.  
[sanfordhealthplan.com/ndpers](http://sanfordhealthplan.com/ndpers)

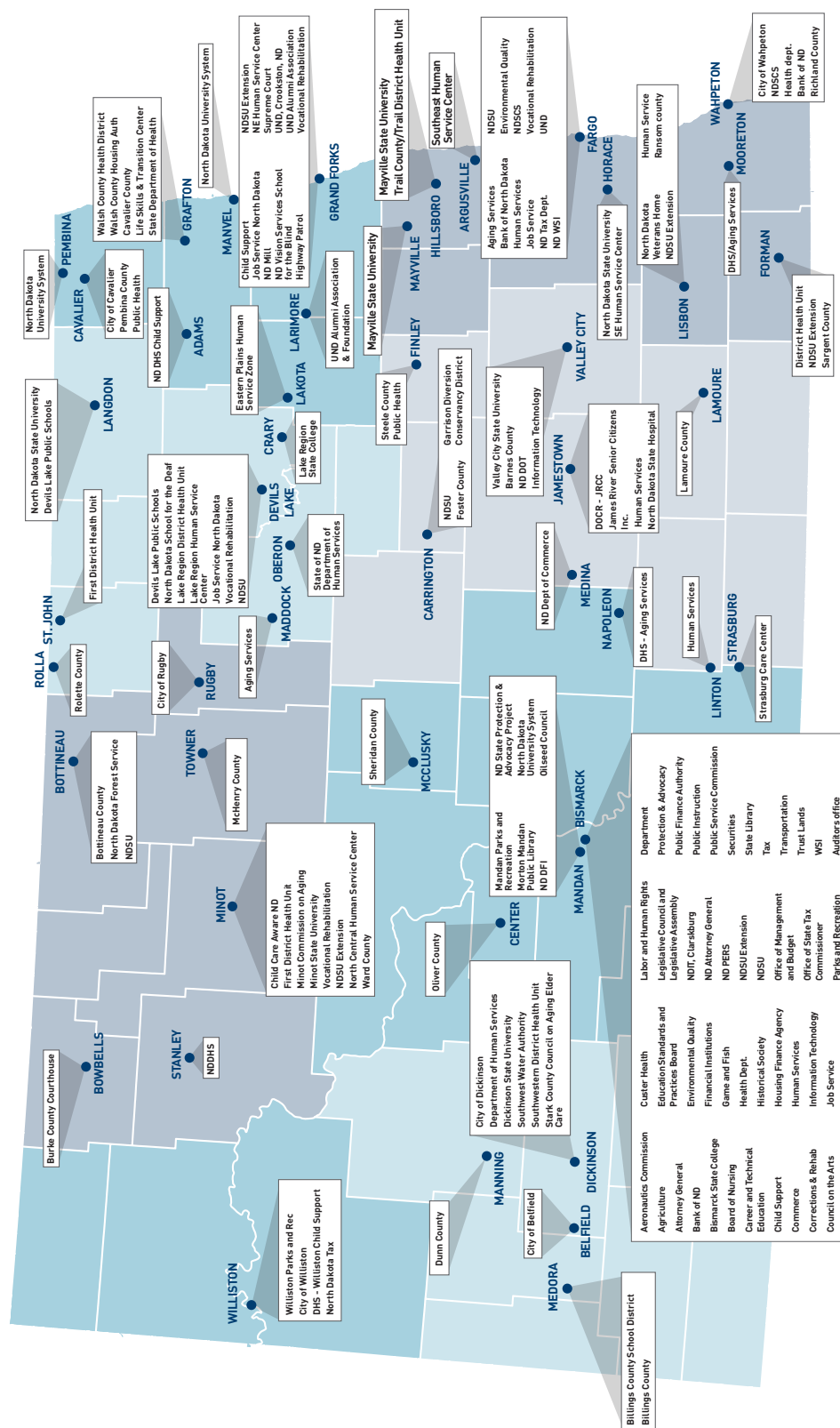
SDHP-3450 Rev. 11/20



## EVENT ATTENDANCE BY AGENCY

The Sanford Health Plan NDPERS wellness team engages members both offline and online. Wellness educators travel across the state to support agency wellness coordinators and provide worksite education and activities. This map shows where they've been over the last quarter.

Dakota  
Wellness  
Program



**TOTAL NUMBER OF AGENCIES VISITED (UNDUPLICATED)**

167

**PRESENTATIONS/EVENTS:**

**TOTAL MEMBER  
ATTENDANCE  
THIS QUARTER:**

1050

Gratitude  
5 Star Sleep  
Financial Flourishing  
Dakota Wellness  
Self Care for Pain  
Get Moving at Work  
Love Your Job  
Exercise Consults  
Nutrition Consults

Oct. Member Webinar: Boundaries  
Nov. Member Webinar: Gratitude  
Dec. Member Webinar: Break a Habit  
Oct. Coordinator Webinar  
Nov. Coordinator Webinar  
Dec. Coordinator Webinar  
Healthy Meals in a Hurry  
Cooking Class  
Mindful Eating

## Dakota Wellness Program

### Exercise is Medicine

Exercise has endless benefits to our health, including reducing obesity, improving sleep and our emotional well-being while reducing and reversing heart disease, diabetes, and high blood pressure.

NDPERS members who have a diagnosis of a BMI of 30 or greater, hypertension, hyperlipidemia, pre-diabetes, type 2 diabetes, metabolic syndrome or depression are eligible for this 12 week group exercise program. The goal of EIM is to increase confidence when it comes to making exercise a habit.

**NDPERS member, Rhonda, shares her experience and some photos from the state park's First Hike event at the Cross Ranch, where she enjoyed marching up and down the banks of the Missouri River.**

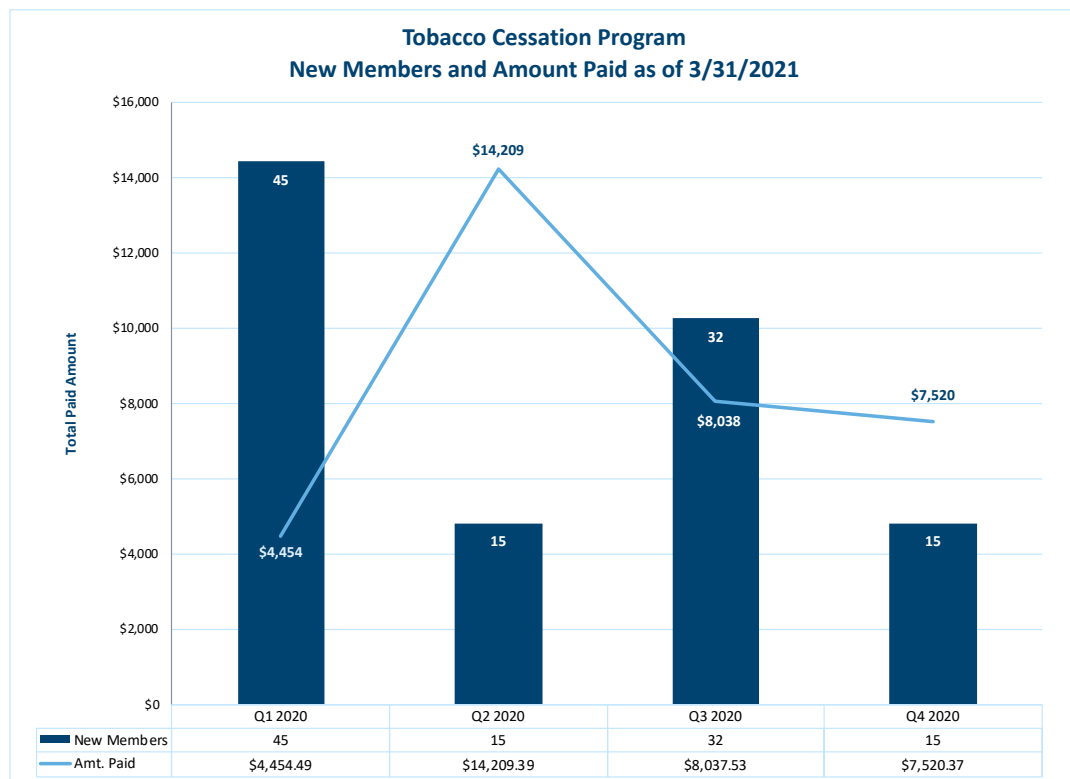
"Participating in EIM has helped me make exercising a priority in my life. My to-do list is long each day and exercise was always at the end of the page. Virtual EIM is a convenient, time-saving way to check exercise off each day, and I intend to continue as long as possible. The trainers are personable and make the work time enjoyable, which keeps my commitment to the appointments anchored.

The investment of my time and resources in EIM has returned more flexibility, balance and stamina for my health. I no longer am out of breath after carrying laundry up two flights of stairs. I can do a series of push-ups, which even one was impossible when I started. I had lost 21 pounds since starting EIM. My sleep therapy report shows almost no events each night now. I also believe that my doctor will take me off my low dosage hypertension medicine at my next checkup. Thank you to all involved in continuing this valuable program. "

– Rhonda, NDPERS Bismarck



## TOBACCO CESSATION PROGRAM

Tobacco  
Cessation  
Program



## Member Management

### Case Summary

- Total cases – Count of any cases open or closed during the report time frame.
- Individual members – Count of the individual members with a case open.

### Member Outreach

- Successful outreach – Includes the following activities: successful telephone call, outreach, site visit, member interaction.
- Unsuccessful outreach – Includes leaving messages for a member or letter sent.

### Case Management

- Case manager activities related to care coordination, including: chart review, referrals to internal Health Plan staff for claim or coverage questions, electronic outreach to providers and educational material mailings.

## MEMBER MANAGEMENT REPORT

CASE TYPE	Total Cases	Members	Successful Contact	Unsuccessful Contact	Care Coordination
<b>CARE TRANSITIONS 35 Total Cases</b>					
Behavioral Health Residential	5	5	3	11	14
Behavioral Health Substance	3	3	5	20	10
Medical Acute	25	25	62	56	113
Medical Rehab	1	1	0	0	1
Medical SNF	1	1	1	2	5
<b>CASE MANAGEMENT 10 Total Cases</b>					
Case Management	2	2	3	1	0
Healthy Pregnancy Program	7	7	4	6	1
<b>COMPLEX CASE MANAGEMENT 91 TOTAL CASES</b>					
Complicated Case	91	91	079	106	34
<b>SPECIALTY CASE MANAGEMENT 119 Total Cases</b>					
Behavioral Health	30	30	20	47	17
ESRD	13	13	11	23	4
High Risk Pregnancy	38	37	36	89	58
NICU	15	15	9	28	39
Oncology	22	22	44	29	30
Transplant	1	1	4	0	2
<b>VERY HIGH RISK CASE MANAGEMENT 10 TOTAL CASES</b>					
Complicated Case	10	10	11	11	6



Performance  
Standards &  
Guarantees

2019-2021

MEASURE	GOAL	OUTCOME REPORTING DATES	CURRENT
<b>WELLNESS:</b>			
Health Risk Assessment completion	17%	June 30, 2021	16.77%
Worksite Interventions agency participation	73%	June 30, 2021	74%
Fitness Center Reimbursement participation	5%	Dec. 31, 2020	3.96%
Redemption Center payments	\$800,000	Dec. 31, 2020	\$454,724
Redemption Center participation rate	8%	Dec. 31, 2020	4.76%
<b>HEALTH OUTCOMES:</b>			
Tobacco Cessation grant dollar distribution	5% increase	June 30, 2021	On Track
Healthy Pregnancy Program	2.5% growth	June 30, 2021	6.7%
Diabetes Prevention Program	5% increase	Dec. 31, 2020	31%
Exercise is Medicine Program	3% increase	Dec. 31, 2020	23%
Breast cancer screening rates	80%	June 30, 2021	77.5%
Cervical cancer screening rates	85%	June 30, 2021	79.7%
Colorectal cancer screening rates	60%	June 30, 2021	On Track
<b>PROVIDER NETWORK/CONTRACTING:</b>			
PPO Network participation rate	Hospital, MDs & DOs: 92%	June 30, 2021	100% – Hos 95% – MD/DO
Par Network minimum discount	30%	June 30, 2021	40.92%
<b>CUSTOMER SERVICE &amp; CLAIMS:</b>			
Claims financial accuracy	99%	June 30, 2021	99.98%
Claims payment incidence accuracy	97%	June 30, 2021	99.98%
Claim timeliness	99%	June 30, 2021	99.64%
Claims procedural accuracy	95%	June 30, 2021	99.99%
Average speed of answer	30 seconds	June 30, 2021	15 seconds
Call abandoned rate	5% or less	June 30, 2021	1.85%
<b>ANCILLARY ITEMS:</b>			
Interest rate based on US Treasury	US Treasury rate	June 30, 2021	On Track
Rx rebate pass-through rate	100%	June 30, 2021	On Track
About the patient payment on schedule	100%	June 30, 2021	On Track
Explanation of benefits redesign	100%	Dec. 31, 2019	Met





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# Memorandum

**TO:** NDPERS Board

**FROM:** Rebecca

**DATE:** May 11, 2021

**SUBJECT:** Final Health Plan Rates and Plan Design

Now that the legislative session has concluded, it is time to finalize the group health insurance rates for the 2021-2023 biennium. In addition, as part of the bid process, Sanford Health Plan (SHP) brought forward a suggested plan design benefit change that would enhance the coverage at no additional cost to the plan. Staff is seeking input regarding whether to include this enhancement for the biennium.

## **Final Health Plan Rates**

The attached provides the final rates for the various groups that participate in the plan. Bryan worked with SHP to finalize these rates for the Board's approval.

The increase in premiums are based upon SHP's bid response, which provided for a 0.14% increase for active employees and roughly a 3.0% increase for retirees, with the application of the \$12 million retention credit being spread to both groups of participants. The Board approved applying the retention credit in this manner at the November 2020 meeting. For active state employees, the 0.14% increase is also what the Governor recommended and the Legislative Assembly included in the various agency budgets.

The Legislative Assembly and Office of Management and Budget did not provide funding with the passing of HB 1435, which requires NDPERS to provide health insurance coverage for the survivors of emergency responders who pass away in the line of duty. Therefore, staff will reconcile the expense of providing this coverage with SHP and it will result in the cost being paid from the health insurance plan reserves.

Upon approval of the rates, staff will notify employers of the premium changes effective July 1, 2021. Notice will also be sent by the end of May to retirees and individuals continuing coverage under COBRA provisions. In addition, the new rates will be incorporated into our business system.

### **Plan Design Benefit Enhancement**

The following plan design enhancement was a recommendation made by SHP as part of the bid process last year:

**Contraceptive coverage:** The NDPERS benefit does not offer contraceptive coverage unless there is medical necessity for reasons other than contraception. This plan design has resulted in coverage of the majority of requests as most physicians can identify a concurrent condition that would benefit from these medications, such as acne or dysmenorrhea. If this benefit could be added without jeopardizing grandfathered status, then as long as member cost share is applied, the net change in plan cost will be minimal, because the majority (>98%) of these requests are approved with member cost share today. This additional offering will reduce member and provider administrative burden without increasing plan costs.

If the Board approves this benefit plan design enhancement, SHP will update the Certificate of Insurance (COI) and Summary of Benefits and Coverage (SBC) to reflect the updated coverage information effective July 1, 2021.

Staff would recommend approving the proposed insurance rates for the 2021-2023 biennium and also adopting the plan design benefit enhancement to allow contraceptive coverage, at no additional cost to the plan, subject to member cost share amounts.

### **Board Action Requested**

Approve the 2021-2023 group health insurance rates as provided in the attachment.

Determine whether to adopt the plan design benefit enhancement to allow contraceptive coverage, at no additional cost to the plan, subject to member cost share amounts.

JULY 2021 NDPERS Health Rates				
Rate Structure A				
For Anyone Enrolled Prior to July 1, 2021				
Rates for July 1, 2021 - June 30, 2023				
Jan-21 NDPERS Billing Rate	Code	Struct	Description	(9) (7)+(8) NDPERS Billing Rate
<b>Medicare Retiree</b>				
\$295.28	41	11	1 Medicare only	\$304.52
\$587.74	42	11	2 Medicare only	\$606.22
\$880.22	50	11	3 Medicare only	\$907.64
\$1,172.68	51	11	4 Medicare only	\$1,209.36
\$848.08	43	11	1 Medicare+Others	\$873.90
\$1,140.54	49	11	2 Medicare+Others	\$1,175.70
\$1,433.02	55	11	3 Medicare+Others	\$1,477.10
\$1,725.48	58	11	4 Medicare+Others	\$1,778.82
\$611.22	44	11	Part A Single	\$629.94
<b>Medicare Low Income Subsidy</b>				
\$262.68	41	13	1 Medicare only (1cr)	\$272.12
\$522.54	42	13	2 Medicare only (2cr)	\$541.42
\$847.62	50	13	3 Medicare only (1cr)	\$875.24
\$1,140.08	51	13	4 Medicare only (1cr)	\$1,176.96
\$815.48	43	13	1 Medicare+Others (1cr)	\$841.50
\$1,107.94	49	13	2 Medicare+Others (1cr)	\$1,143.30
\$1,367.82	55	13	3 Medicare+Others (2cr)	\$1,412.30
\$270.84	41	13	1 Medicare only (.75cr)	\$280.22
\$278.98	41	13	1 Medicare only (.5cr)	\$288.32
\$287.14	41	13	1 Medicare only (.25cr)	\$296.42
\$1,107.48	51	13	4 Medicare only (2cr)	\$1,144.56
\$555.14	42	13	2 Medicare only (1cr)	\$573.82
<b>Grandfathered Rates</b>				
\$587.44	42	14	2 Medicare only	\$605.92
\$699.96	50	14	3 Medicare only	\$721.32
\$615.66	51	14	4 Medicare only	\$634.54
<b>Medicare Retirees COBRA (for Non-Medicare dependents of Medicare Retirees)</b>				
\$563.86	30	11	Single	\$580.86
\$796.60	31	11	Family	\$820.58
<b>Non-Medicare Retiree</b>				
\$1,028.64	21	11	Single	\$1,030.10
\$2,054.48	22	11	Family	\$2,057.38
\$2,567.40	23	11	Family (3+)	\$2,571.04
<b>COBRA</b>				
\$1,049.22	24	11	Single	\$1,050.70
\$2,095.58	25	11	Family	\$2,098.52
\$2,618.76	26	11	Family (3+)	\$2,622.46

JULY 2021 NDPERS Health Rates				
Rate Structure B				
New Subscribers or Groups as of July 1, 2021 and After				
Rates for July 1, 2021 - June 30, 2022				
	Code	Struct	Description	(8) (6)+(7)+(4) NDPERS Billing Rate
<b>Medicare Retiree</b>				
	41	12	1 Medicare only	\$301.76
	42	12	2 Medicare only	\$600.70
	50	12	3 Medicare only	\$899.36
	51	12	4 Medicare only	\$1,198.32
	43	12	1 Medicare+Others	\$856.34
	49	12	2 Medicare+Others	\$1,155.38
	55	12	3 Medicare+Others	\$1,454.02
	58	12	4 Medicare+Others	\$1,752.98
<b>Medicare Low Income Subsidy</b>				
	41	12	1 Medicare only (1cr)	\$269.36
	42	12	2 Medicare only (2cr)	\$535.90
	50	12	3 Medicare only (1cr)	\$866.96
	51	12	4 Medicare only (1cr)	\$1,165.92
	43	12	1 Medicare+Others (1cr)	\$823.94
	49	12	2 Medicare+Others (1cr)	\$1,122.98
	55	12	3 Medicare+Others (2cr)	\$1,389.22
	41	12	1 Medicare only (.75cr)	\$277.46
	41	12	1 Medicare only (.5cr)	\$285.56
	41	12	1 Medicare only (.25cr)	\$293.66
	51	12	4 Medicare only (2cr)	\$1,133.52
	42	12	2 Medicare only (1cr)	\$568.30
<b>Medicare Retirees COBRA (for Non-Medicare dependents of Medicare Retirees)</b>				
	30	12	Single	\$566.06
	31	12	Family	\$799.66

JULY 2021 NDPERS Health Rates				
Rate Structure B				
New Subscribers or Groups as of July 1, 2021 and After				
Rates for July 1, 2022 - June 30, 2023				
*Not used in first year				(8) (6)+(7)+(4) NDPERS Billing Rate
	Code	Struct	Description	
<b>Medicare Retiree</b>				
	41	12	1 Medicare only	\$307.28
	42	12	2 Medicare only	\$611.74
	50	12	3 Medicare only	\$915.92
	51	12	4 Medicare only	\$1,220.40
	43	12	1 Medicare+Others	\$891.48
	49	12	2 Medicare+Others	\$1,196.04
	55	12	3 Medicare+Others	\$1,500.20
	58	12	4 Medicare+Others	\$1,804.68
<b>Medicare Low Income Subsidy</b>				
	41	12	1 Medicare only (1cr)	\$274.88
	42	12	2 Medicare only (2cr)	\$546.94
	50	12	3 Medicare only (1cr)	\$883.52
	51	12	4 Medicare only (1cr)	\$1,188.00
	43	12	1 Medicare+Others (1cr)	\$859.08
	49	12	2 Medicare+Others (1cr)	\$1,163.64
	55	12	3 Medicare+Others (2cr)	\$1,435.40
	41	12	1 Medicare only (.75cr)	\$282.98
	41	12	1 Medicare only (.5cr)	\$291.08
	41	12	1 Medicare only (.25cr)	\$299.18
	51	12	4 Medicare only (2cr)	\$1,155.60
	42	12	2 Medicare only (1cr)	\$579.34
<b>Medicare Retirees COBRA (for Non-Medicare dependents of Medicare Retirees)</b>				
	30	12	Single	\$595.68
	31	12	Family	\$841.50

\*The Part D premium changes on January 1, 2020 and again on January 1, 2021



<b>State Contracts with Wellness Program</b>				
Active				
\$1,426.74	1-3	2	S/F/Dual	<b>\$1,428.76</b>
COBRA				
\$700.44	4	2	Single	<b>\$701.40</b>
\$1,689.14	5	2	Family	<b>\$1,691.52</b>
Part-Time/Temporary/LOA				
\$686.70	6	2	Single	<b>\$687.66</b>
\$1,656.02	7	2	Family	<b>\$1,658.36</b>
Active HDHP				
\$1,426.74	1-3	17	S/F/Dual	<b>\$1,428.76</b>
COBRA HDHP				
\$610.32	4	17	Single	<b>\$611.18</b>
\$1,471.10	5	17	Family	<b>\$1,473.18</b>
LOA HDHP				
\$598.36	6	17	Single	<b>\$599.20</b>
\$1,442.26	7	17	Family	<b>\$1,444.30</b>
<b>State Contracts w/o Wellness Program</b>				
Active				
\$1,441.02	1-3	1	S/F/Dual	<b>\$1,443.04</b>
COBRA				
\$700.44	4	1	Single	<b>\$701.40</b>
\$1,689.14	5	1	Family	<b>\$1,691.52</b>
Part-Time/Temporary/LOA				
\$693.58	6	1	Single	<b>\$694.54</b>
\$1,672.58	7	1	Family	<b>\$1,674.94</b>
Active HDHP				
\$1,441.02	1-3	16	S/F/Dual	<b>\$1,443.04</b>
COBRA HDHP				
\$610.32	4	16	Single	<b>\$611.18</b>
\$1,471.10	5	16	Family	<b>\$1,473.18</b>
LOA HDHP				
\$604.34	6	16	Single	<b>\$605.18</b>
\$1,456.68	7	16	Family	<b>\$1,458.74</b>
<b>Political Subdivision Rates with Wellness Program</b>				
Active				
\$733.68	1	4	Single	<b>\$734.72</b>
\$1,773.60	2	4	Family	<b>\$1,776.10</b>
COBRA				
\$748.36	4	4	Single	<b>\$749.40</b>
\$1,809.08	5	4	Family	<b>\$1,811.62</b>
Temps				
\$733.68	6	4	Single	<b>\$734.72</b>
\$1,773.60	7	4	Family	<b>\$1,776.10</b>

<b>Political Subdivision Rates with Wellness Program</b>				
Active				
1	8	Single	<b>\$715.70</b>	
2	8	Family	<b>\$1,730.00</b>	
COBRA				
4	8	Single	<b>\$730.00</b>	
5	8	Family	<b>\$1,764.60</b>	
Temps				
6	8	Single	<b>\$715.70</b>	
7	8	Family	<b>\$1,730.00</b>	

<b>Political Subdivision Rates with Wellness Program</b>				
Active				
1	8	Single	<b>\$753.74</b>	
2	8	Family	<b>\$1,822.20</b>	
COBRA				
4	8	Single	<b>\$768.80</b>	
5	8	Family	<b>\$1,858.64</b>	
Temps				
6	8	Single	<b>\$753.74</b>	
7	8	Family	<b>\$1,822.20</b>	

Political Subdivision Rates w/o Wellness Program				
	Active			
\$741.02	1	3	Single	<b>\$742.06</b>
\$1,791.34	2	3	Family	<b>\$1,793.86</b>
COBRA				
\$748.36	4	3	Single	<b>\$749.40</b>
\$1,809.08	5	3	Family	<b>\$1,811.62</b>
Temps				
\$741.02	6	3	Single	<b>\$742.06</b>
\$1,791.34	7	3	Family	<b>\$1,793.86</b>

NGF Political Subdivision Rates with Wellness Program				
	Active			
\$744.84	1	24	Single	<b>\$745.88</b>
\$1,800.58	2	24	Family	<b>\$1,803.12</b>
COBRA				
\$759.74	4	24	Single	<b>\$760.80</b>
\$1,836.60	5	24	Family	<b>\$1,839.18</b>
Temps				
\$744.84	6	24	Single	<b>\$745.88</b>
\$1,800.58	7	24	Family	<b>\$1,803.12</b>
Active HDHP				
\$657.42	1	26	Single	<b>\$658.34</b>
\$1,589.38	2	26	Family	<b>\$1,591.62</b>
COBRA HDHP				
\$670.58	4	26	Single	<b>\$671.50</b>
\$1,621.18	5	26	Family	<b>\$1,623.44</b>
Temps HDHP				
\$657.42	6	26	Single	<b>\$658.34</b>
\$1,589.38	7	26	Family	<b>\$1,591.60</b>

NGF Political Subdivision Rates w/o Wellness Program				
	Active			
\$752.30	1	23	Single	<b>\$753.34</b>
\$1,818.60	2	23	Family	<b>\$1,821.14</b>
COBRA				
\$759.74	4	23	Single	<b>\$760.80</b>
\$1,836.60	5	23	Family	<b>\$1,839.18</b>
Temps				
\$752.30	6	23	Single	<b>\$753.34</b>
\$1,818.60	7	23	Family	<b>\$1,821.14</b>
Active HDHP				
\$664.00	1	25	Single	<b>\$664.92</b>
\$1,605.28	2	25	Family	<b>\$1,607.54</b>
COBRA HDHP				
\$670.58	4	25	Single	<b>\$671.50</b>
\$1,621.18	5	25	Family	<b>\$1,623.44</b>
Temps HDHP				
\$664.00	6	25	Single	<b>\$664.92</b>
\$1,605.28	7	25	Family	<b>\$1,607.52</b>

Political Subdivision Rates w/o Wellness Program				
	Active			
	1	7	Single	<b>\$722.86</b>
	2	7	Family	<b>\$1,747.30</b>
COBRA				
	4	7	Single	<b>\$730.00</b>
	5	7	Family	<b>\$1,764.60</b>
Temps				
	6	7	Single	<b>\$722.86</b>
	7	7	Family	<b>\$1,747.30</b>

NGF Political Subdivision Rates with Wellness Program				
	Active			
	1	28	Single	<b>\$726.56</b>
	2	28	Family	<b>\$1,756.30</b>
COBRA				
	4	28	Single	<b>\$741.08</b>
	5	28	Family	<b>\$1,791.42</b>
Temps				
	6	28	Single	<b>\$726.56</b>
	7	28	Family	<b>\$1,756.30</b>
Active HDHP				
	1	30	Single	<b>\$641.30</b>
	2	30	Family	<b>\$1,550.30</b>
COBRA HDHP				
	4	30	Single	<b>\$654.12</b>
	5	30	Family	<b>\$1,581.30</b>
Temps HDHP				
	6	30	Single	<b>\$641.30</b>
	7	30	Family	<b>\$1,550.30</b>

NGF Political Subdivision Rates w/o Wellness Program				
	Active			
	1	27	Single	<b>\$733.82</b>
	2	27	Family	<b>\$1,773.86</b>
COBRA				
	4	27	Single	<b>\$741.08</b>
	5	27	Family	<b>\$1,791.42</b>
Temps				
	6	27	Single	<b>\$733.82</b>
	7	27	Family	<b>\$1,773.86</b>
Active HDHP				
	1	29	Single	<b>\$647.70</b>
	2	29	Family	<b>\$1,565.80</b>
COBRA HDHP				
	4	29	Single	<b>\$654.12</b>
	5	29	Family	<b>\$1,581.30</b>
Temps HDHP				
	6	29	Single	<b>\$647.70</b>
	7	29	Family	<b>\$1,565.80</b>

Political Subdivision Rates w/o Wellness Program				
	Active			
	1	7	Single	<b>\$761.28</b>
	2	7	Family	<b>\$1,840.42</b>
COBRA				
	4	7	Single	<b>\$768.80</b>
	5	7	Family	<b>\$1,858.64</b>
Temps				
	6	7	Single	<b>\$761.28</b>
	7	7	Family	<b>\$1,840.42</b>

NGF Political Subdivision Rates with Wellness Program				
	Active			
	1	28	Single	<b>\$765.20</b>
	2	28	Family	<b>\$1,849.92</b>
COBRA				
	4	28	Single	<b>\$780.50</b>
	5	28	Family	<b>\$1,886.92</b>
Temps				
	6	28	Single	<b>\$765.20</b>
	7	28	Family	<b>\$1,849.92</b>
Active HDHP				
	1	30	Single	<b>\$675.38</b>
	2	30	Family	<b>\$1,632.92</b>
COBRA HDHP				
	4	30	Single	<b>\$688.88</b>
	5	30	Family	<b>\$1,665.58</b>
Temps HDHP				
	6	30	Single	<b>\$675.38</b>
	7	30	Family	<b>\$1,632.92</b>

NGF Political Subdivision Rates w/o Wellness Program				
	Active			
	1	27	Single	<b>\$772.84</b>
	2	27	Family	<b>\$1,868.42</b>
COBRA				
	4	27	Single	<b>\$780.50</b>
	5	27	Family	<b>\$1,886.92</b>
Temps				
	6	27	Single	<b>\$772.84</b>
	7	27	Family	<b>\$1,868.42</b>
Active HDHP				
	1	29	Single	<b>\$682.12</b>
	2	29	Family	<b>\$1,649.24</b>
COBRA HDHP				
	4	29	Single	<b>\$688.88</b>
	5	29	Family	<b>\$1,665.58</b>
Temps HDHP				
	6	29	Single	<b>\$682.12</b>
	7	29	Family	<b>\$1,649.24</b>



**Health, RX & HMO Insurance Plans:**

1 Rates must be evenly divisible by 2, carried out to 2 decimal places, to accommodate employers who have semi-monthly payrolls

2 The rate must not exceed 2 decimal places (example: xxx.xx). The PERS billing and payroll systems do not accommodate thousandths (example xxx.xxx).

Medicare Retiree (NonMedicare Split Rate)			
98	11	Single NM Dependents w/	\$569.46
99	11	Family NM Dependents w/	\$569.46
GAP Coverage			
\$1,028.64	61	11 GAP Single	<b>\$1,030.10</b>
\$2,054.48	62	11 GAP Family	<b>\$2,057.38</b>
\$2,567.40	63	11 GAP Family (3+)	<b>\$2,571.04</b>
\$851.14	64	11 GAP 1 Medicare + Others	<b>\$873.90</b>
\$1,146.66	65	11 GAP 2 Medicare + Others	<b>\$1,175.70</b>
\$1,442.20	66	11 GAP 3 Medicare + Others	<b>\$1,477.10</b>
\$1,737.72	67	11 GAP 4 Medicare + Others	<b>\$1,778.82</b>

Medicare Retiree (NonMedicare Split Rate)			
98	12	Single NM Dependents w/	\$554.67
99	12	Family NM Dependents w/	\$554.67
GAP Coverage			
	61	12 GAP Single	<b>\$1,003.40</b>
	62	12 GAP Family	<b>\$2,003.96</b>
	63	12 GAP Family (3+)	<b>\$2,504.26</b>
	64	12 GAP 1 Medicare + Others	<b>\$856.34</b>
	65	12 GAP 2 Medicare + Others	<b>\$1,155.38</b>
	66	12 GAP 3 Medicare + Others	<b>\$1,454.02</b>
	67	12 GAP 4 Medicare + Others	<b>\$1,752.98</b>

Medicare Retiree (NonMedicare Split R			
98	12	Single NM Dependents w/	\$584.30
99	12	Family NM Dependents w/	\$584.30
GAP Coverage			
	61	12 GAP Single	<b>\$1,056.82</b>
	62	12 GAP Family	<b>\$2,110.80</b>
	63	12 GAP Family (3+)	<b>\$2,637.80</b>
	64	12 GAP 1 Medicare + Others	<b>\$891.48</b>
	65	12 GAP 2 Medicare + Others	<b>\$1,196.04</b>
	66	12 GAP 3 Medicare + Others	<b>\$1,500.20</b>
	67	12 GAP 4 Medicare + Others	<b>\$1,804.68</b>



**North Dakota  
Public Employees Retirement System**  
400 East Broadway, Suite 505 • Box 1657  
Bismarck, North Dakota 58502-1657

**Scott A. Miller**  
Executive Director  
(701) 328-3900  
1-800-803-7377

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Fax: (701) 328-3920    Email [ndpers-info@nd.gov](mailto:ndpers-info@nd.gov)    Website <https://ndpers.nd.gov>

# Memorandum

**TO:** NDPERS Board

**FROM:** Rebecca

**DATE:** May 11, 2021

**SUBJECT:** About the Patient Diabetes Management Program Contract

Based upon Board action approving the About the Patient Diabetes Management Program for the upcoming 2021-2023 biennium, please find the attached contract to continue these services. This contract has been reviewed by representatives of the ND Pharmacy Services Corporation and NDPERS legal counsel. The ND Pharmacy Services Corporation is the contracting authority for the ND Pharmacists Association.

Staff are seeking approval of the contract and also to approve having Scott Miller sign on behalf of the Board.

**BOARD ACTION REQUESTED:**

Approve the About the Patient Diabetes Management Program contract for the 2021-2023 biennium.

## AGREEMENT FOR SERVICES BETWEEN NORTH DAKOTA PHARMACY SERVICES CORPORATION AND NORTH DAKOTA PUBLIC EMPLOYEES RETIREMENT SYSTEM

North Dakota Pharmacy Services Corporation (hereinafter CONTRACTOR) has offered to provide services to the State of North Dakota acting through its Public Employees Retirement System (hereinafter NDPERS). The terms of this Contract shall constitute the services agreement ("Agreement"). CONTRACTOR and NDPERS agree to the following:

- 1) **SCOPE OF SERVICES:** CONTRACTOR agrees to provide the accepted services as specified in the proposal (attached hereto and incorporated by reference as Exhibit A). Additionally, the parties agree to be bound by the terms contained in the Business Associate Agreement and the Memorandum of Understanding.
- 2) **TERM:** The term of this contract shall commence July 1, 2021 and end on June 30, 2023.
- 3) **FEES & BILLING:** STATE will pay for the services provided by CONTRACTOR under this contract an amount not to exceed \$354,000 as set forth in Exhibit A.
- 4) **TERMINATION:** Either party may terminate this agreement with thirty (30) days written notice mailed to the other party, or as mutually agreed to by the parties. Upon any termination the CONTRACTOR shall be compensated as described in Exhibit A for services performed up to the date of termination.

In addition, NDPERS by written notice to CONTRACTOR may terminate the whole or any part of this Agreement under any of the following conditions:

- 1) If funding from federal, state, or other sources is not obtained and continued at levels sufficient to allow for purchase of the services or supplies in the indicated quantities or term.
- 2) If federal or state laws or rules are modified or interpreted in a way that the services are no longer allowable or appropriate for purchase under this Agreement or are no longer eligible for the funding proposed for payments authorized by this Agreement.
- 3) If any license, permit, or certificate required by law or rule, or by the terms of this Agreement, is for any reason denied, revoked, suspended, or not renewed.

Termination of this Agreement under this subsection is without prejudice to any obligations or liabilities of either party already accrued prior to termination.

In addition, NDPERS may terminate this Agreement effective upon thirty (30) days prior written notice to CONTRACTOR, or any later date stated in the notice:

- 1) If CONTRACTOR fails to provide services required by this Agreement within the time specified or any extension agreed to by NDPERS; **or**



2) If CONTRACTOR fails to perform any of the other provisions of this Agreement, or so fails to pursue the work as to endanger performance of this Agreement in accordance with its terms.

The rights and remedies of NDPERS provided in this subsection are not exclusive and are in addition to any other rights and remedies provided by law or under this Agreement.

- 6) **ASSIGNMENT AND SUBCONTRACTS:** CONTRACTOR may not assign or otherwise transfer or delegate any right or duty without STATE'S express written consent. However, the State expressly consents to CONTRACTOR entering into (i) subcontracts with its affiliates located in the United States, and (ii) third-party subcontracts provided that any such third-party subcontract acknowledges the binding nature of this contract and incorporates this contract, including any attachments. CONTRACTOR is solely responsible for the performance of any subcontractor to the same extent as if such performance were done by CONTRACTOR. CONTRACTOR does not have authority to contract for or incur obligations on behalf of NDPERS.
- 7) **ACCESS TO RECORDS AND CONFIDENTIALITY:** The parties agree that all participation by NDPERS members and their dependents in programs administered by NDPERS is confidential under North Dakota law. CONTRACTOR may request and NDPERS shall provide directly to CONTRACTOR upon such request, confidential information necessary for CONTRACTOR to provide the services described in Exhibit A. CONTRACTOR shall keep confidential all NDPERS information obtained in the course of delivering services. Failure of CONTRACTOR to maintain the confidentiality of such information may be considered a material breach of the contract and may constitute the basis for additional civil and criminal penalties under North Dakota law. CONTRACTOR has exclusive control over the direction and guidance of the persons rendering services under this Agreement. Upon termination of this Agreement, for any reason, CONTRACTOR shall return or destroy all confidential information received from NDPERS, or created or received by CONTRACTOR on behalf of NDPERS. This provision applies to confidential information that may be in the possession of subcontractors or agents of CONTRACTOR. CONTRACTOR shall retain no copies of the confidential information. In the event that CONTRACTOR asserts that returning or destroying the confidential information is not feasible, CONTRACTOR shall provide to NDPERS notification of the conditions that make return or destruction infeasible. Upon explicit written agreement of NDPERS that return or destruction of confidential information is not feasible, CONTRACTOR shall extend the protections of this Agreement to that confidential information and limit further uses and disclosures of any such confidential information to those purposes that make the return or destruction infeasible, for so long as CONTRACTOR maintains the confidential information.

CONTRACTOR shall not use or disclose any information it receives from NDPERS under this Agreement that NDPERS has previously identified as confidential or exempt from mandatory public disclosure except as necessary to carry out the purposes of this Agreement or as authorized in advance by NDPERS. NDPERS shall not disclose any information it receives from



CONTRACTOR that CONTRACTOR has previously identified as confidential and that NDPERS determines in its sole discretion is protected from mandatory public disclosure under a specific exception to the North Dakota public records law, N.D.C.C. ch. 44-04. The duty of NDPERS and CONTRACTOR to maintain confidentiality of information under this section continues beyond the term of this Agreement.

CONTRACTOR understands that, except for disclosures prohibited in this Agreement, NDPERS must disclose to the public upon request any records it receives from CONTRACTOR. CONTRACTOR further understands that any records that are obtained or generated by CONTRACTOR under this Agreement, except for records that are confidential under this Agreement, may, under certain circumstances, be open to the public upon request under the North Dakota public records law. CONTRACTOR agrees to contact NDPERS immediately upon receiving a request for information under the public records law and to comply with NDPERS's instructions on how to respond to the request.

- 8) **OWNERSHIP OF WORK PRODUCT:** All work products of the CONTRACTOR, including but not limited to, data, documents, drawings, estimates and actuarial calculations which are provided to STATE under this agreement are the exclusive property of STATE. Any medical records and related individually identifiable health information created or obtained by the CONTRACTOR in the course of providing services under this contract are the property of STATE, but disclosure of protected health information to STATE is subject to the applicable requirements of the HIPAA privacy rule and any other applicable State or Federal law.
- 9) **APPLICABLE LAW AND VENUE:** This agreement shall be governed by and construed in accordance with the laws of the State of North Dakota. Any action to enforce this contract must be adjudicated exclusively in the State District Court of Burleigh County, North Dakota.
- 10) **MERGER AND MODIFICATION:** This Agreement shall constitute the entire agreement between the parties. In the event of any inconsistency or conflict among the documents making up this agreement, the documents must control in this order of precedence: First – the terms of this Agreement, as may be amended and Second - the state's Request for Proposal (attached in Exhibit A) and Third – CONTRACTOR's Proposal (attached in Exhibit A). No waiver, consent, modification or change of terms of this Agreement shall bind either party unless in writing and signed by both parties. Such waiver, consent, modification or change, if made, shall be effective only in the specific instances and for the specific purpose given. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement.
- 11) **INDEMNITY:** CONTRACTOR agrees to defend, indemnify, and hold harmless the state of North Dakota, its agencies, officers and employees (State), from and against claims based on the vicarious liability of the State or its agents, but not against claims based on the State's contributory negligence, comparative and/or contributory negligence or fault, sole negligence, or intentional misconduct. This obligation to defend, indemnify, and hold harmless does not extend to professional liability claims arising from professional errors and



omissions. The legal defense provided by CONTRACTOR to the State under this provision must be free of any conflicts of interest, even if retention of separate legal counsel for the State is necessary. Any attorney appointed to represent the State must first qualify as and be appointed by the North Dakota Attorney General as a Special Assistant Attorney General as required under N.D.C.C. § 54-12-08. CONTRACTOR also agrees to defend, indemnify, and hold the State harmless for all costs, expenses and attorneys' fees incurred if the State prevails in an action against CONTRACTOR in establishing and litigating the indemnification coverage provided herein. This obligation shall continue after the termination of this Agreement.

12) **INSURANCE**: CONTRACTOR shall secure and keep in force during the term of this Agreement, from insurance companies, government self-insurance pools or government self-retention funds, the following insurance coverages:

- 1) Commercial general liability, including premises or operations, contractual, and products or completed operations coverages (if applicable), with minimum liability limits of \$250,000 per person and \$1,000,000 per occurrence.
- 2) Professional errors and omissions with minimum liability limits of \$1,000,000 per occurrence and in the aggregate. CONTRACTOR shall continuously maintain such coverage during the contract period and for three years thereafter. In the event of a change or cancellation of coverage, CONTRACTOR shall purchase an extended reporting period to meet the time periods required in this section.
- 3) Automobile liability, including Owned (if any), Hired, and Non-Owned automobiles, with minimum liability limits of \$250,000 per person and \$1,000,000 per occurrence.
- 4) Workers compensation coverage meeting all statutory requirements.

The insurance coverages listed above must meet the following additional requirements:

- 1) Any deductible or self-insured retention amount or other similar obligation under the policies shall be the sole responsibility of the CONTRACTOR.
- 2) This insurance may be in policy or policies of insurance, primary and excess, including the so-called umbrella or catastrophe form and must be placed with insurers rated "A-" or better by A.M. Best Company, Inc., provided any excess policy follows form for coverage. Less than an "A-" rating must be approved by the State.
- 3) The duty to defend, indemnify, and hold harmless the State under this Agreement shall not be limited by the insurance required in this Agreement.
- 4) The state of North Dakota and its agencies, officers, and employees (State) shall be endorsed on the commercial general liability policy, including any excess policies (to the extent applicable), as additional insured. The State shall have all the benefits, rights, and coverages of an additional insured



under these policies that shall not be limited to the minimum limits of insurance required by this Agreement or by the contractual indemnity obligations of CONTRACTOR.

- 5) The insurance required in this Agreement, through a policy or endorsement, shall include:
  - a) "Waiver of Subrogation" waiving any right to recovery the insurance company may have against the State;
  - b) a provision that CONTRACTOR's insurance coverage shall be primary (i.e. pay first) as respects any insurance, self-insurance or self-retention maintained by the State and that any insurance, self-insurance or self-retention maintained by the State shall be in excess of the CONTRACTOR's insurance and shall not contribute with it;
  - c) cross liability/severability of interest for all policies and endorsements;
  - d) The legal defense provided to the State under the policy and any endorsements must be free of any conflicts of interest, even if retention of separate legal counsel for the State is necessary;
  - e) The insolvency or bankruptcy of the insured CONTRACTOR shall not release the insurer from payment under the policy, even when such insolvency or bankruptcy prevents the insured CONTRACTOR from meeting the retention limit under the policy.
- 6) CONTRACTOR shall furnish a certificate of insurance to the undersigned State representative prior to commencement of this Agreement.
- 7) Failure to provide insurance as required in this Agreement is a material breach of contract entitling State to terminate this Agreement immediately.
- 8) CONTRACTOR shall provide at least 30 day notice of any cancellation or material change to the policies or endorsements.
- 13) **SEVERABILITY:** If any term in this Agreement is declared by a court having jurisdiction to be illegal or unenforceable, the validity of the remaining terms must not be affected, and, if possible, the rights and obligations of the parties are to be construed and enforced as if the Agreement did not contain that term.
- 14) **INDEPENDENT ENTITY:** CONTRACTOR is an independent entity under this Agreement and is not a State employee for any purpose, including the application of the Social Security Act, the Fair Labor Standards Act, the Federal Insurance Contribution Act, the North Dakota Unemployment Compensation Law and the North Dakota Workforce Safety and Insurance Act. CONTRACTOR retains sole and absolute discretion in the manner and means of carrying out CONTRACTOR'S activities and responsibilities under this Agreement, except to the extent specified in this Agreement.



- 15) **NDPERS RESPONSIBILITIES:** NDPERS shall cooperate with the CONTRACTOR hereunder, including, without limitation, providing the CONTRACTOR with reasonable and timely access to data, information and personnel of NDPERS. NDPERS shall be responsible for the performance of its personnel and agents and for the accuracy and completeness of data and information provided to the CONTRACTOR for purposes of the performance of the Services.
- 16) **FORCE MAJEURE:** Neither party shall be held responsible for delay or default caused by fire, riot, terrorism, acts of God or war if the event is beyond the party's reasonable control and the affected party gives notice to the other party immediately upon occurrence of the event causing the delay or default or that is reasonably expected to cause a delay or default.
- 17) **ALTERNATIVE DISPUTE RESOLUTION – JURY TRIAL:** NDPERS does not agree to any form of binding arbitration, mediation, or other forms of mandatory alternative dispute resolution. The parties have the right to enforce their rights and remedies in judicial proceedings. NDPERS does not waive any right to a jury trial.
- 18) **NOTICE:** All notices or other communications required under this contract must be given by registered or certified mail and are complete on the date mailed when addressed to the parties at the following addresses:

**NDPERS:**

Scott Miller, Executive Director  
ND Public Employees Retirement System  
400 East Broadway, Suite 505  
PO Box 1657  
Bismarck, ND 58502-1657

**ND Pharmacy Service Corporation:**

Michael D. Schwab  
Executive Vice-President  
ND Pharmacy Service Corporation  
1641 Capitol Way  
Bismarck, ND 58501-2195

Notice provided under this provision does not meet the notice requirements for monetary claims against the State found at N.D.C.C. § 32-12.2-04.



- 19) **NONDISCRIMINATION AND COMPLIANCE WITH LAWS:** CONTRACTOR agrees to comply with all laws, rules, and policies, including those relating to nondiscrimination, accessibility and civil rights, as are applicable to CONTRACTOR. CONTRACTOR agrees to timely file all legally required reports, make required payroll deductions, and timely pay all taxes and premiums owed, including unemployment compensation and workers' compensation premiums. CONTRACTOR shall have and keep current at all times during the term of this contract all licenses and permits required by law.
- 20) **STATE AUDIT:** All records, regardless of physical form, and the accounting practices and procedures of CONTRACTOR relevant to this Agreement are subject to examination by the North Dakota State Auditor, the Auditor's designee, or Federal auditors. CONTRACTOR shall maintain all of these records for at least three (3) years following completion of this Agreement and be able to provide them at any reasonable time. State, State Auditor, or Auditor's designee shall provide reasonable notice.
- 21) **TAXPAYER ID:** CONTRACTOR'S federal employer ID number is: 450392168.
- 22) **PAYMENT OF TAXES BY STATE:** State is not responsible for and will not pay local, state, or federal taxes. State sales tax exemption number is E-2001, and certificates will be furnished upon request by the NDPERS.
- 23) **EFFECTIVENESS OF CONTRACT:** This Agreement is not effective until fully executed by both parties.  
IN WITNESS WHEREOF, CONTRACTOR and NDPERS have executed this Agreement as of the date first written above.
- 24) **SPOILIATION – NOTICE OF POTENTIAL CLAIMS:**  
CONTRACTOR shall promptly notify STATE of all potential claims that arise or result from this contract. CONTRACTOR shall also take all reasonable steps to preserve all physical evidence and information that may be relevant to the circumstances surrounding a potential claim, while maintaining public safety, and grants to STATE the opportunity to review and inspect the evidence, including the scene of an accident.
- 25) **RENEWAL:**  
This contract will not automatically renew. If STATE desires to renew, STATE will provide written notice to CONTRACTOR of its intent to renew this contract at least 60 days before the scheduled termination date.
- 26) **PREPAYMENT:**  
STATE will not make any advance payments before performance by CONTRACTOR under this contract.

**NORTH DAKOTA PUBLIC EMPLOYEES  
RETIREMENT SYSTEM**

**ND Pharmacy Service Corporation**

NDPSC



Executive Director  
ND Public Employees Retirement System

Signature Mike Schwab

Mike Schwab

Printed Name

EVP

Title

4/26/21

Date

Date

Appendix B – Data Agreement

MEMORANDUM OF UNDERSTANDING BETWEEN THE  
NORTH DAKOTA PUBLIC EMPLOYEES RETIREMENT SYSTEM  
AND **<ND PHARMACY SERVICE CORPORATION >**  
RELATING TO MAINTAINING CONFIDENTIAL INFORMATION

This Memorandum of Understanding is between the State of North Dakota acting through its North Dakota Public Employees Retirement System (NDPERS) and **<ND PHARMACY SERVICE CORPORATION >** relating to maintenance and destruction of NDPERS Confidential Information held by **<ND PHARMACY SERVICE CORPORATION >** and its subsidiaries.

WHEREAS, NDPERS has previously entered into contracts with **<ND PHARMACY SERVICE CORPORATION >** to provide services related to administration of the NDPERS About The Patient program.

WHEREAS, the services provided by **<ND PHARMACY SERVICE CORPORATION >** under these Contracts required the exchange of information between the parties that is confidential under North Dakota Century Code §§ CHANGE ACCORDING TO PROGRAM 54-52.1-11 and 54-52.1-12 (Confidential Information).

WHEREAS, the parties acknowledge that these Contracts, including the Business Associate Agreements between the parties, required **<ND PHARMACY SERVICE CORPORATION >** to return or destroy Confidential Information subsequent

to the termination of the applicable Contract, or if return or destruction of this information was infeasible to maintain its confidentiality.

WHEREAS, these Contracts have terminated and **<ND PHARMACY SERVICE CORPORATION >** has asserted and NDPERS agrees that member service, applicable audit, record keeping, and other required functions make the return or destruction of all Confidential Information infeasible at this time.

WHEREAS, **<ND PHARMACY SERVICE CORPORATION >** has provided and NDPERS has reviewed the **<ND PHARMACY SERVICE CORPORATION >** records retention policy (Policy) applicable to the Confidential Information and **<ND PHARMACY SERVICE CORPORATION >** has affirmed that it will maintain the confidentiality of NDPERS information pursuant to this Policy until such time as the information is destroyed in a manner designated by this Policy.

NOW THEREFORE, in consideration of the foregoing premises and in furtherance of the aforementioned contractual obligations, the parties agree as follows:

1. **<ND PHARMACY SERVICE CORPORATION >** shall continue to maintain the confidentiality of Confidential Information which it still possesses, in accordance with its Policy in a manner that is at least as secure and diligent as was done during the term of the applicable Contract, until such time as the Confidential Information is destroyed or returned.
2. Upon the request of NDPERS, **<ND PHARMACY SERVICE CORPORATION >** shall confirm the destruction of Confidential Information under its Policy.
3. Upon the request of NDPERS, **<ND PHARMACY SERVICE CORPORATION >** shall provide NDPERS a copy of any change to the Policy provided NDPERS on <July 1 2019>.



4. NDPERS agrees these actions are consistent with **<ND PHARMACY SERVICE CORPORATION >** obligations under these Contracts.
5. This Memorandum of Understanding will terminate upon notice to NDPERS by **<ND PHARMACY SERVICE CORPORATION >** that all Confidential Information has either been returned to NDPERS or destroyed, or earlier, upon thirty (30) days' notice by NDPERS to **<ND PHARMACY SERVICE CORPORATION >** if NDPERS determines that the Policy has been modified in a manner that is inconsistent with state or federal law.
6. This Memorandum of Understanding shall be governed by, and construed in accordance with, the laws of the State of North Dakota.

NORTH DAKOTA PUBLIC EMPLOYEES RETIREMENT SYSTEM

BY: \_\_\_\_\_

Executive Director

Date: \_\_\_\_\_

**<ND PHARMACY SERVICE CORPORATION >**

BY: Mike Schwal

Its: EUP

Date: 4/20/21

Attach Vendor Records Retention Policy

## Appendix C – Business Associate Agreement

This Business Associate Agreement, which is an addendum to the underlying contract, is entered into by and between, the North Dakota Public Employees Retirement System (“NDPERS”) and ND PHARMACY SERVICE CORPORATION.

### 1. Definitions

- a. Terms used, but not otherwise defined, in this Agreement have the same meaning as those terms in the HIPAA Privacy Rule, 45 C.F.R. Part 160 and Part 164, Subparts A and E, and the HIPAA Security rule, 45 C.F.R., pt. 164, subpart C.
- b. Business Associate. “Business Associate” means ND PHARMACY SERVICE CORPORATION.
- c. Covered Entity. “Covered Entity” means the North Dakota Public Employees Retirement System.
- d. PHI and ePHI. “PHI” means Protected Health Information; “ePHI” means Electronic Protected Health Information.

### 2. Obligations of Business Associate.

#### 2.1. The Business Associate agrees:

- a. To use or disclose PHI and ePHI only as permitted or required by this Agreement or as Required by Law.
- b. To use appropriate safeguards and security measures to prevent use or disclosure of the PHI and ePHI other than as provided for by this Agreement, and to comply with all security requirements of the HIPAA Security rule.
- c. To implement administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of ePHI that it creates, receives, maintains or transmits on behalf of the Covered Entity as required by the HIPAA Security rule.
- d. To mitigate, to the extent practicable, any harmful effect that is known to Business Associate of a use or disclosure of PHI or ePHI by Business Associate in violation of the requirements of this Agreement.
- e. To report to Covered Entity (1) any use or disclosure of the PHI not provided for by this Agreement, and (2) any “security incident” as defined in 45 C.F.R. § 164.304 involving ePHI, of which it becomes aware without unreasonable delay and in any case within thirty (30) days from the date after discovery and provide the Covered Entity with a written notification that complies with 45 C.F.R. § 164.410 which shall include the following information:
  - i. to the extent possible, the identification of each individual whose Unsecured Protected Health Information has been, or is reasonably believed by the Business Associate to have been, accessed, acquired or disclosed during the breach;
  - ii. a brief description of what happened;
  - iii. the date of discovery of the breach and date of the breach;
  - iv. the nature of the Protected Health Information that was involved;
  - v. identify of any person who received the non-permitted Protected Health Information;



- vi. any steps individuals should take to protect themselves from potential harm resulting from the breach;
  - vii. a brief description of what the Business Associate is doing to investigate the breach, to mitigate harm to individuals, and to protect against any further breaches; and
  - viii. any other available information that the Covered Entity is required to include in notification to an individual under 45 C.F.R. § 164.404(c) at the time of the notification to the State required by this subsection or promptly thereafter as information becomes available.
- f. With respect to any use or disclosure of Unsecured Protected Health Information not permitted by the Privacy Rule that is caused by the Business Associate's failure to comply with one or more of its obligations under this Agreement, the Business Associate agrees to pay its reasonable share of cost-based fees associated with activities the Covered Entity must undertake to meet its notification obligations under the HIPAA Rules and any other security breach notification laws;
  - g. Ensure that any agent or subcontractor that creates, receives, maintains, or transmits electronic PHI on behalf of the Business Associate agree to comply with the same restrictions and conditions that apply through this Agreement to the Business Associate.
  - h. To make available to the Secretary of Health and Human Services the Business Associate's internal practices, books, and records, including policies and procedures relating to the use and disclosure of PHI and ePHI received from, or created or received by Business Associate on behalf of Covered Entity, for the purpose of determining the Covered Entity's compliance with the HIPAA Privacy Rule, subject to any applicable legal privileges.
  - i. To document the disclosure of PHI related to any disclosure of PHI as would be required for Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 C.F.R. § 164.528.
  - j. To provide to Covered Entity within 15 days of a written notice from Covered Entity, information necessary to permit the Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 C.F.R. § 164.528.
  - k. To provide, within 10 days of receiving a written request, information necessary for the Covered Entity to respond to an Individual's request for access to PHI about himself or herself, in the event that PHI in the Business Associate's possession constitutes a Designated Record Set.
  - l. Make amendments(s) to PHI in a designated record set as directed or agreed by the Covered Entity pursuant to 45 C.F.R. § 164.526 or take other measures as necessary to satisfy the covered entity's obligations under that section of law.

### 3. Permitted Uses and Disclosures by Business Associate

#### 3.1. General Use and Disclosure Provisions

Except as otherwise limited in this Agreement, Business Associate may Use or Disclose PHI and ePHI to perform functions, activities, or services for, or on behalf of, Covered Entity, specifically, **Diabetes Services** – provided that such use or disclosure would not violate the Privacy Rule or the Security Rule if done by Covered Entity or the minimum necessary policies and procedures of the Covered Entity.

#### 3.2. Specific Use and Disclosure Provisions



Except as otherwise limited in this Agreement, Business Associate may use PHI and ePHI:

- a. For the proper management and administration of the Business Associate, provided that disclosures are Required By Law, or Business Associate obtains reasonable assurances from the person to whom the information is disclosed that it will remain confidential and used or further disclosed only as Required By Law or for the purpose for which it was disclosed to the person, and the person notifies the Business Associate of any instances of which it is aware in which the confidentiality of the information has been breached.
- b. To provide Data Aggregation services to Covered Entity as permitted by 45 C.F.R. § 164.504(e)(2)(i)(B), but Business Associate may not disclose the PHI or ePHI of the Covered Entity to any other client of the Business Associate without the written authorization of the Covered Entity.
- c. To report violations of law to appropriate Federal and State authorities, consistent with 45 C.F.R. §§ 164.304 and 164.502(j)(1).

#### 4. Obligations of Covered Entity

##### 4.1. Provisions for Covered Entity to Inform Business Associate of Privacy Practices and Restrictions

Covered Entity shall notify Business Associate of:

- a. Any limitation(s) in its notice of privacy practices of Covered Entity in accordance with 45 C.F.R. § 164.520, to the extent that any such limitation may affect Business Associate's use or disclosure of PHI.
- b. Any changes in, or revocation of, permission by an Individual to use or disclose PHI, to the extent that any such changes may affect Business Associate's use or disclosure of PHI.
- c. Any restriction to the use or disclosure of PHI that Covered Entity has agreed to in accordance with 45 C.F.R. § 164.522, to the extent that any such restriction may affect Business Associate's use or disclosure of PHI.

##### 4.2. Additional Obligations of Covered Entity

Covered Entity agrees that it:

- a. Has included, and will include, in the Covered Entity's Notice of Privacy Practices required by the Privacy Rule that the Covered Entity may disclose PHI for Health Care Operations purposes.
- b. Has obtained, and will obtain, from Individuals any consents, authorizations and other permissions necessary or required by laws applicable to the Covered Entity for Business Associate and the Covered Entity to fulfill their obligations under the Underlying Agreement and this Agreement.
- c. Will promptly notify Business Associate in writing of any restrictions on the Use and Disclosure of PHI about Individuals that the Covered Entity has agreed to that may affect Business Associate's ability to perform its obligations under the Underlying Agreement or this Agreement.
- d. Will promptly notify Business Associate in writing of any change in, or revocation of, permission by an Individual to Use or Disclose PHI, if the change or revocation may affect Business Associate's ability to perform its obligations under the Underlying Agreement or this Agreement.



#### 4.3. Permissible Requests by Covered Entity

Covered Entity may not request Business Associate to use or disclose PHI in any manner that would not be permissible under the Privacy Rule or the Security Rule if done by Covered Entity, except that the Business Associate may use or disclose PHI and ePHI for management and administrative activities of Business Associate.

#### 5. Term and Termination

- a. Term. The Term of this Agreement shall be effective as of July 1, 2019, and shall terminate when all of the PHI and ePHI provided by Covered Entity to Business Associate, or created or received by Business Associate on behalf of Covered Entity, is destroyed or returned to Covered Entity, or, if it is infeasible to return or destroy PHI and ePHI, protections are extended to any such information, in accordance with the termination provisions in this Section.
- b. Automatic Termination. This Agreement will automatically terminate upon the termination or expiration of the Underlying Agreement.
- c. Termination for Cause. Upon Covered Entity's knowledge of a material breach by Business Associate, Covered Entity shall either:
  1. Provide an opportunity for Business Associate to cure the breach or end the violation and terminate this Agreement and the Underlying Agreement if Business Associate does not cure the breach or end the violation within the time specified by Covered Entity;
  2. Immediately terminate this Agreement and the Underlying Agreement if Business Associate has breached a material term of this Agreement and cure is not possible; or
  3. If neither termination nor cure is feasible, Covered Entity shall report the violation to the Secretary.
- d. Effect of Termination.
  1. Except as provided in paragraph (2) of this subsection, upon termination of this Agreement, for any reason, Business Associate shall return or destroy all PHI received from Covered Entity, or created or received by Business Associate on behalf of Covered Entity. This provision shall apply to PHI and ePHI that is in the possession of subcontractors or agents of Business Associate. Business Associate shall retain no copies of the PHI or ePHI.
  2. In the event that Business Associate determines that returning or destroying the PHI or ePHI is not feasible, Business Associate shall provide to Covered Entity notification of the conditions that make return or destruction infeasible. Upon explicit written agreement of Covered Entity that return or destruction of PHI or ePHI is not feasible, Business Associate shall extend the protections of this Agreement to that PHI and ePHI and limit further uses and disclosures of any such PHI and ePHI to those purposes that make the return or destruction infeasible, for so long as Business Associate maintains that PHI or ePHI.

#### 6. Miscellaneous

- a. Regulatory References. A reference in this Agreement to a section in the HIPAA Privacy or Security Rule means the section as in effect or as amended.



- b. Amendment. The Parties agree to take such action as is necessary to amend this Agreement from time to time as is necessary for Covered Entity to comply with the requirements of the Privacy Rule, the Security Rule, and the Health Insurance Portability and Accountability Act of 1996, Pub. L. No. 104-191.
- c. Survival. The respective rights and obligations of Business Associate under Section 5.c, related to "Effect of Termination," of this Agreement shall survive the termination of this Agreement.
- d. Interpretation. Any ambiguity in this Agreement shall be resolved to permit Covered Entity to comply with the Privacy and Security Rules.
- e. No Third Party Beneficiaries. Nothing express or implied in this Agreement is intended to confer, nor shall anything this Agreement confer, upon any person other than the parties and their respective successors or assigns, any rights, remedies, obligations or liabilities whatsoever.
- f. Applicable Law and Venue. This Business Associate Agreement is governed by and construed in accordance with the laws of the State of North Dakota. Any action commenced to enforce this Contract must be brought in the District Court of Burleigh County, North Dakota.
- g. Business Associate agrees to comply with all the requirements imposed on a business associate under Title XIII of the American Recovery and Reinvestment Act of 2009, the Health Information Technology for Economic and Clinical Health (HI-TECH) Act, and, at the request of NDPERS, to agree to any reasonable modification of this agreement required to conform the agreement to any Model Business Associate Agreement published by the Department of Health and Human Services.

#### 7. Entire Agreement

This Agreement contains all of the agreements and understandings between the parties with respect to the subject matter of this Agreement. No agreement or other understanding in any way modifying the terms of this Agreement will be binding unless made in writing as a modification or amendment to this Agreement and executed by both parties.

IN WITNESS OF THIS, **NDPERS** [CE] and ND PHARMACY SERVICE CORPORATION [BA] agree to and intend to be legally bound by all terms and conditions set forth above and hereby execute this Agreement as of the effective date set forth above.

For Covered Entity:

\_\_\_\_\_  
Executive Director  
ND Public Employees Retirement System

\_\_\_\_\_  
Date

For Business Associate:

Mike Schwab  
Signature

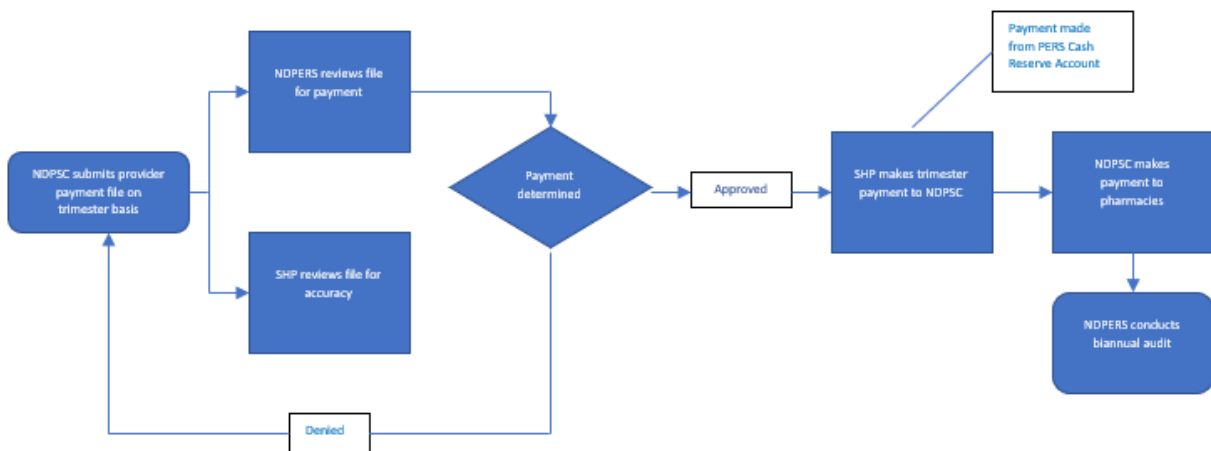
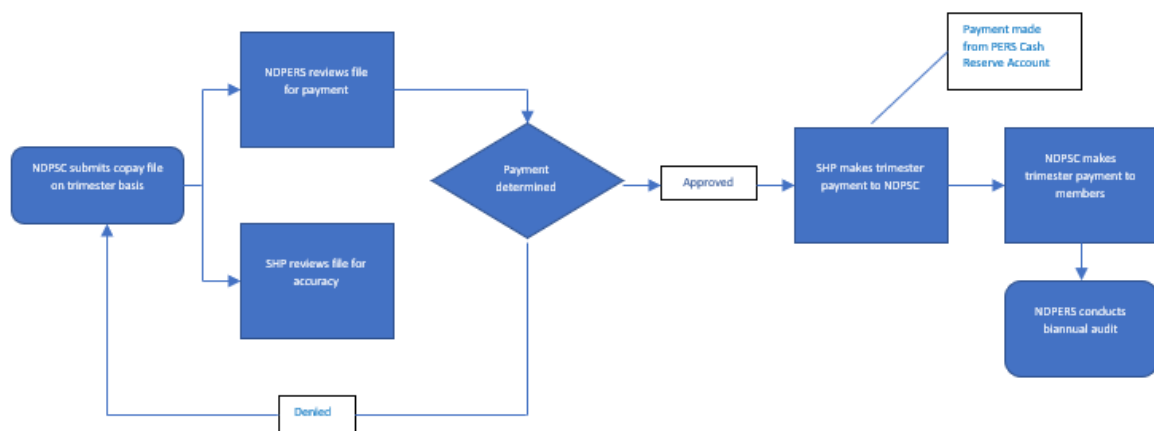
Mike Schwab  
Printed Name

EVP  
Title

4/26/21  
Date

## Exhibit A

PROPOSED 21-23 BIENNIUM	BUDGET
COPAY INCENTIVES	\$197,000
PROVIDER VISITS	\$132,000
ADMIN FEE	\$20,000
MARKETING	\$5,000
TOTAL	\$354,000





**North Dakota  
Public Employees Retirement System**  
400 East Broadway, Suite 505 • Box 1657  
Bismarck, North Dakota 58502-1657

**Scott A. Miller**  
Executive Director  
(701) 328-3900  
1-800-803-7377

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Fax: (701) 328-3920   Email [ndpers-info@nd.gov](mailto:ndpers-info@nd.gov)   Website <https://ndpers.nd.gov>

# Memorandum

**TO:** NDPERS Board

**FROM:** Rebecca

**DATE:** May 11, 2021

**SUBJECT:** FlexComp Member Survey

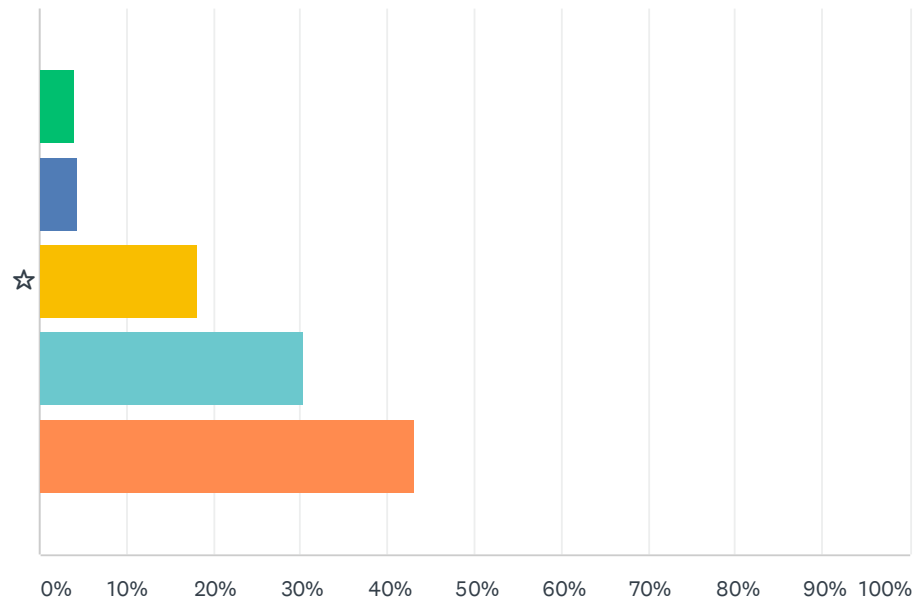
ASIFlex, the third party administrator for the NDPERS FlexComp Plan, recently conducted a survey of members that participate in the plan. Attachment 1 provides the results of this survey. Attachment 2 are the results from last year's survey.

As you can see, overall member satisfaction with the plan and ASIFlex's administration of it continues to be positive. In addition, ASIFlex has indicated that they have performed outreach to the 20 members that requested they be contacted.

**Attachment 1**

Q1 Rate your overall satisfaction with ASIFlex as the NDPERS FlexComp claims administrator.

Answered: 204 Skipped: 5

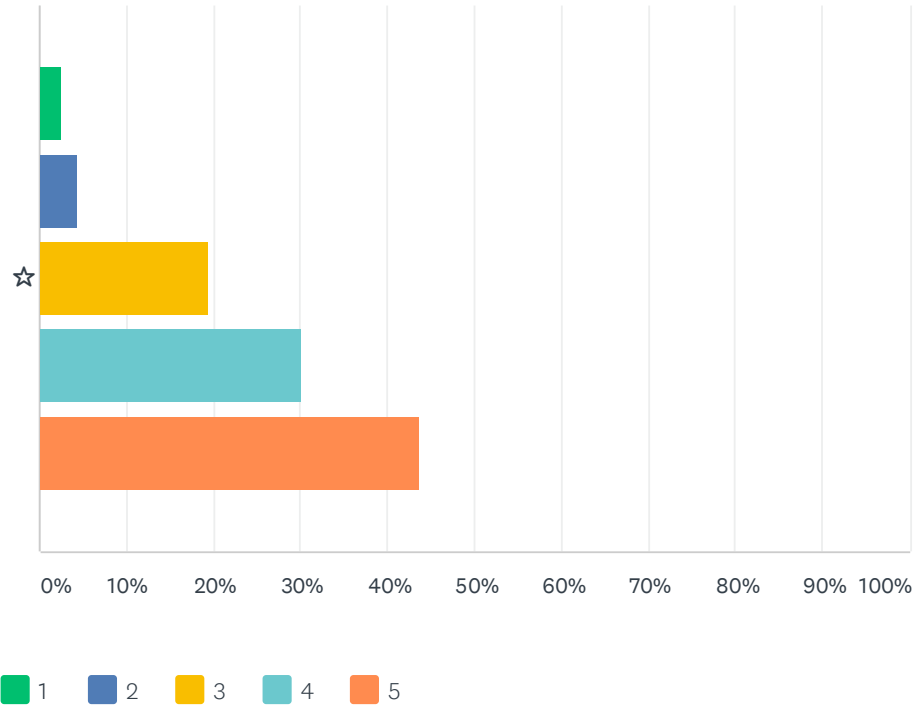


1 2 3 4 5

	1	2	3	4	5	TOTAL	WEIGHTED AVERAGE
☆	3.92% 8	4.41% 9	18.14% 37	30.39% 62	43.14% 88	204	4.04

## Q2 Rate your overall satisfaction with the availability of information regarding the medical and dependent care flexible spending account program.

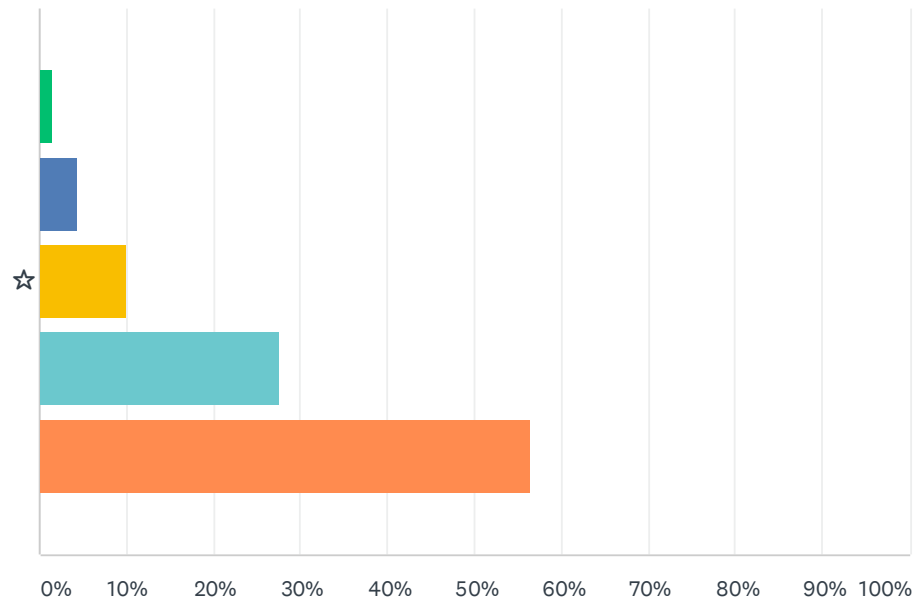
Answered: 206 Skipped: 3



	1	2	3	4	5	TOTAL	WEIGHTED AVERAGE
☆	2.43% 5	4.37% 9	19.42% 40	30.10% 62	43.69% 90	206	4.08

### Q3 Rate your satisfaction with the NDPERS FlexComp enrollment process.

Answered: 207 Skipped: 2

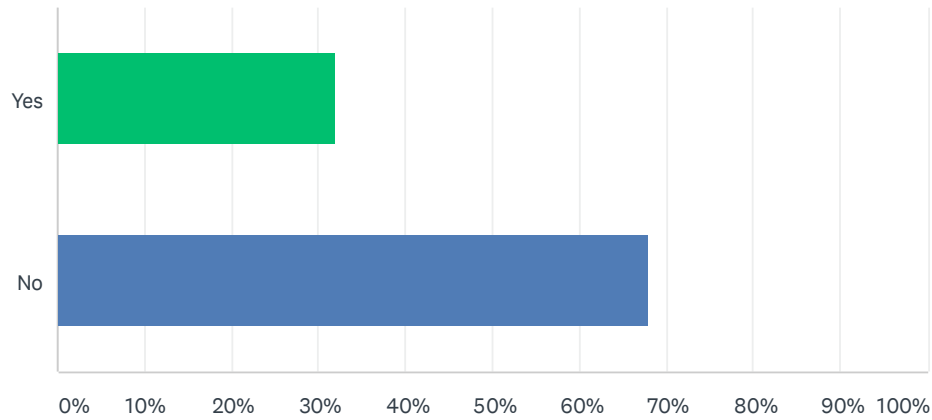


1 2 3 4 5

	1	2	3	4	5	TOTAL	WEIGHTED AVERAGE
☆	1.45% 3	4.35% 9	10.14% 21	27.54% 57	56.52% 117	207	4.33

## Q4 Have you called the ASIFlex customer service center during 2020?

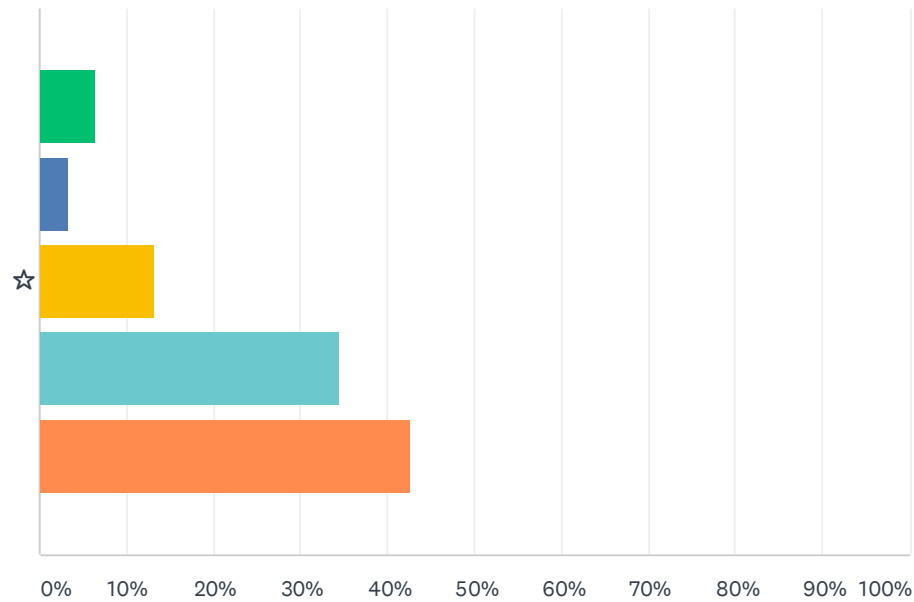
Answered: 209 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	32.06%	67
No	67.94%	142
TOTAL		209

## Q5 How would you rate the ASIFlex representative in terms of being courteous and professional?

Answered: 61 Skipped: 148



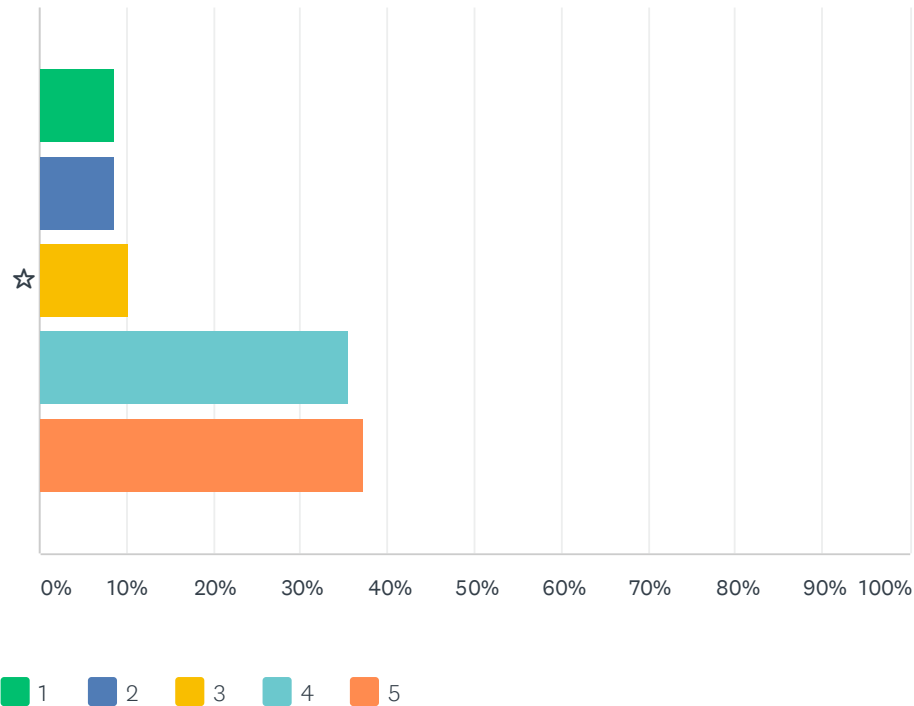
1 2 3 4 5

	1	2	3	4	5	TOTAL	WEIGHTED AVERAGE
☆	6.56% 4	3.28% 2	13.11% 8	34.43% 21	42.62% 26	61	4.03



## Q6 How would you rate the ASIFlex representative in terms of showing knowledge about the FlexComp program and offering advice that is helpful to you?

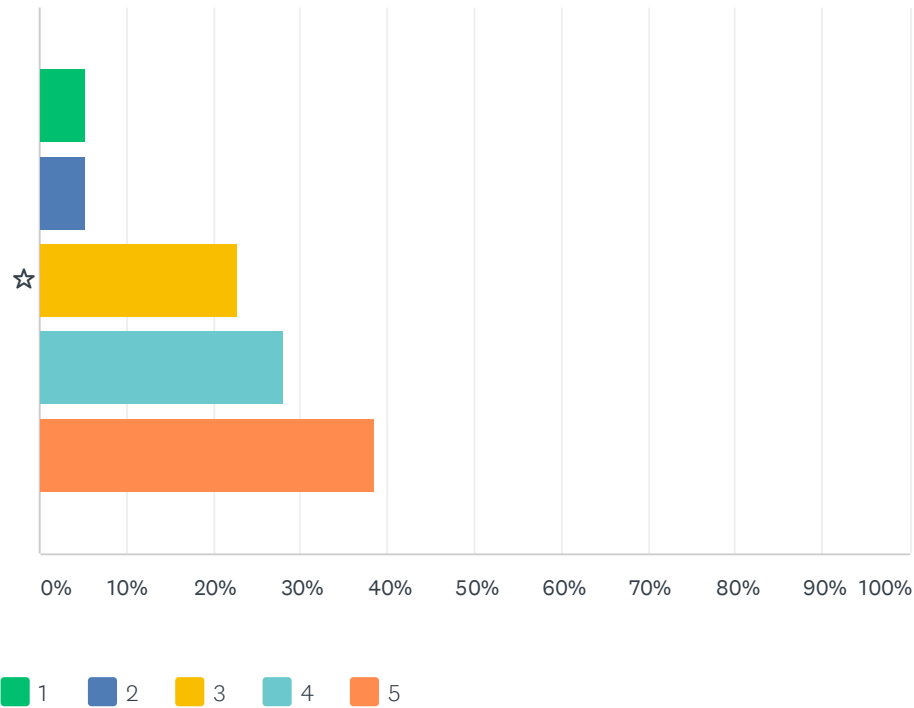
Answered: 59 Skipped: 150



	1	2	3	4	5	TOTAL	WEIGHTED AVERAGE
☆	8.47% 5	8.47% 5	10.17% 6	35.59% 21	37.29% 22	59	3.85

## Q7 How would you rate the speed at which ASIFlex answered the phone?

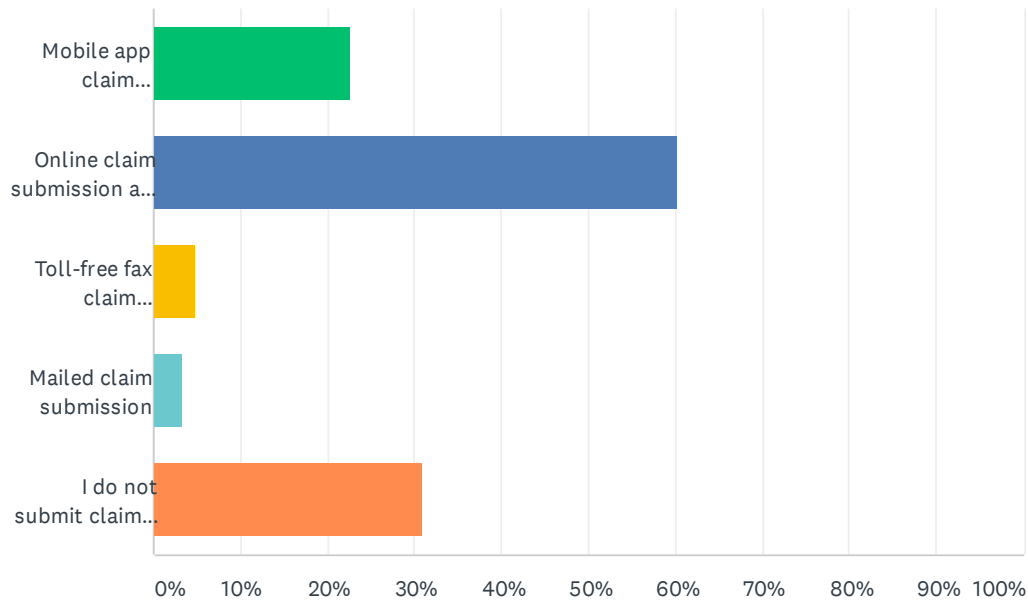
Answered: 57   Skipped: 152



	1	2	3	4	5	TOTAL	WEIGHTED AVERAGE
☆	5.26% 3	5.26% 3	22.81% 13	28.07% 16	38.60% 22	57	3.89

## Q8 Which method of claims do you like best and utilize most often? Checkall that apply.

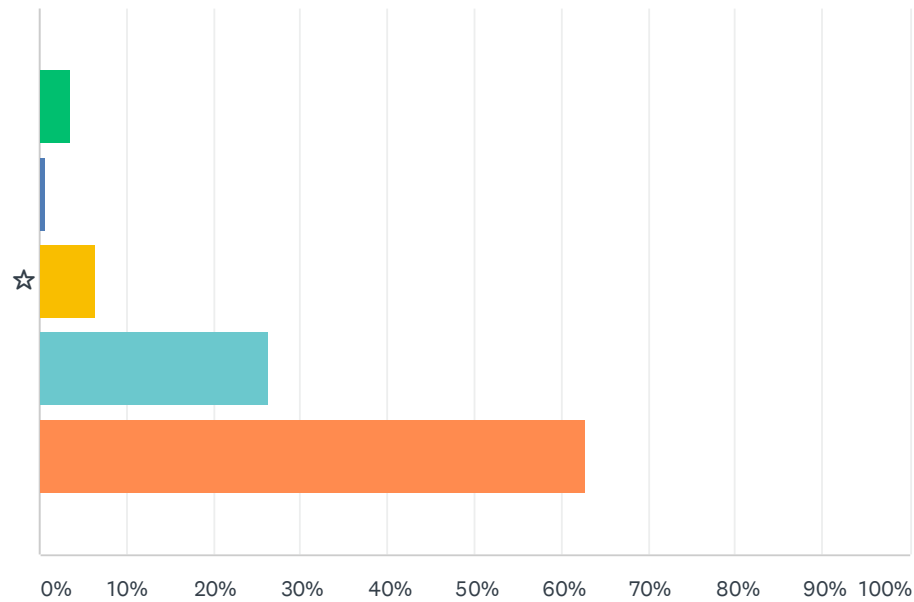
Answered: 204 Skipped: 5



ANSWER CHOICES	RESPONSES	
Mobile app claim submission	22.55%	46
Online claim submission at asiflex.com	60.29%	123
Toll-free fax claim submission	4.90%	10
Mailed claim submission	3.43%	7
I do not submit claims. I use the ASIFlex debit card.	30.88%	63
Total Respondents: 204		

## Q9 Over the past year, how would you rate the speed at which your claim was processed?

Answered: 140 Skipped: 69

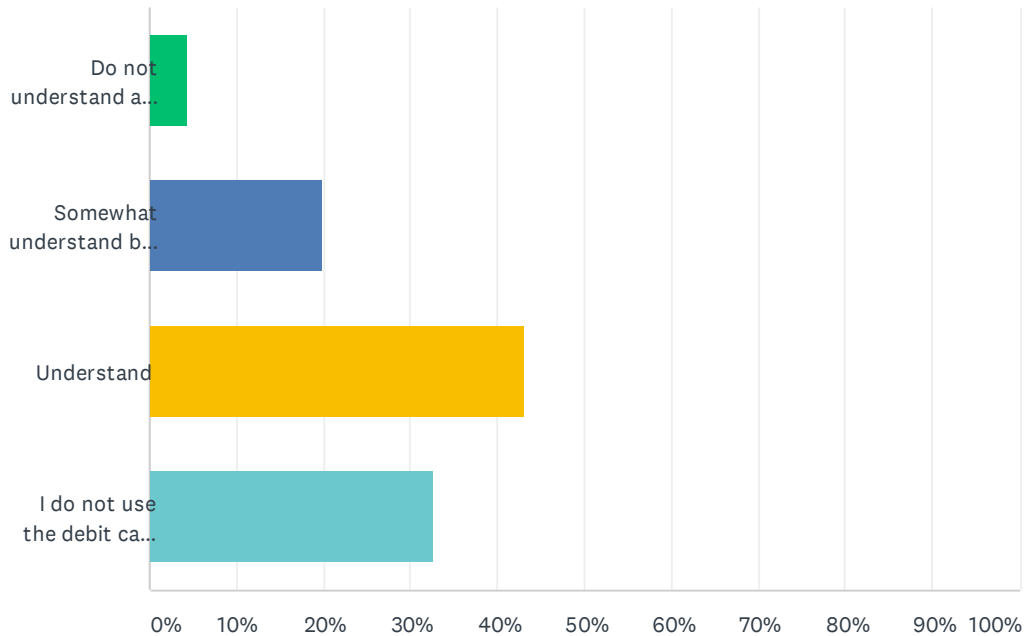


1 2 3 4 5

	1	2	3	4	5	TOTAL	WEIGHTED AVERAGE
☆	3.57%	0.71%	6.43%	26.43%	62.86%	140	4.44
	5	1	9	37	88		

## Q10 If using the ASIFlex debit card for health care expenses how well do you feel you understand the IRS requirements regarding submission of backup documentation for certain card transactions?

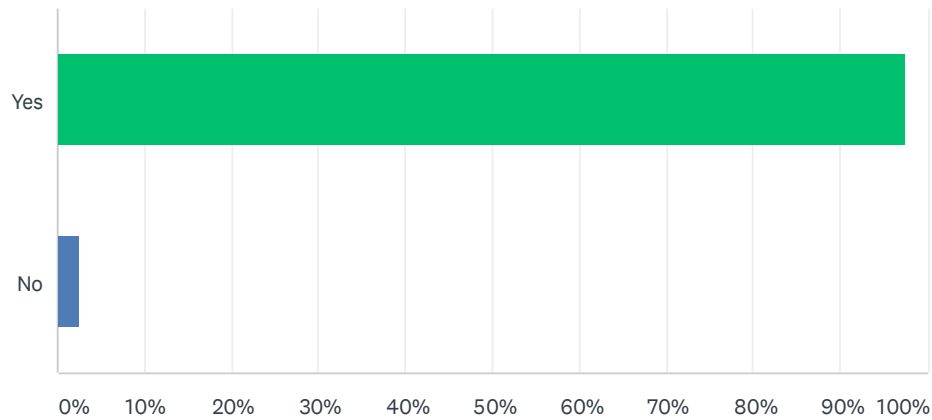
Answered: 202 Skipped: 7



ANSWER CHOICES	RESPONSES	
Do not understand at all	4.46%	9
Somewhat understand but it is confusing	19.80%	40
Understand	43.07%	87
I do not use the debit card. I submit claims.	32.67%	66
TOTAL		202

# Q11 Did you register at asiflex.com to gain access to your personal account statement, balance information and secure messages?

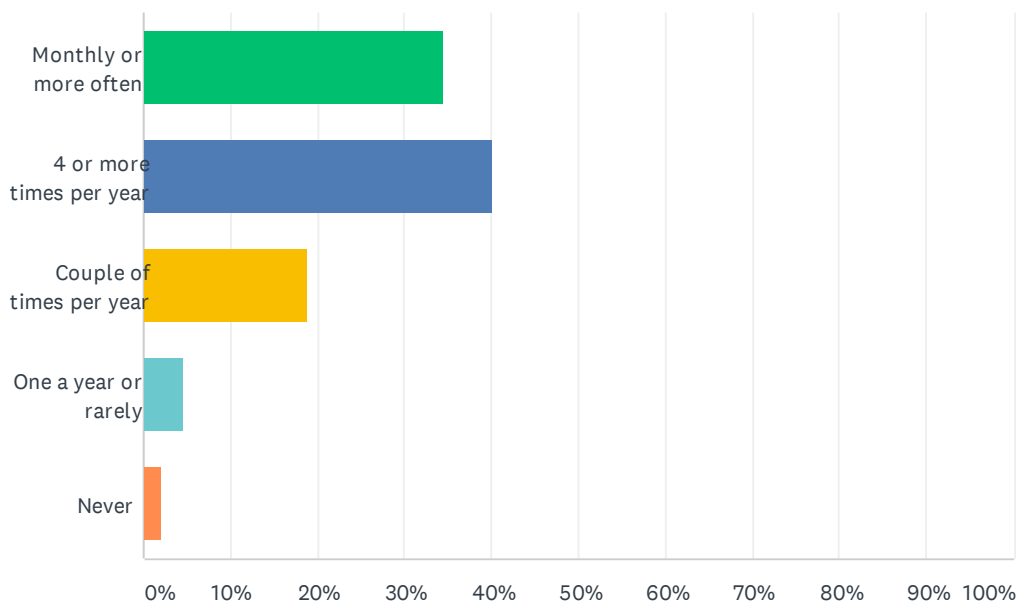
Answered: 203 Skipped: 6



ANSWER CHOICES	RESPONSES	
Yes	97.54%	198
No	2.46%	5
TOTAL		203

## Q12 How often do you review your account statement and messages at asiflex.com?

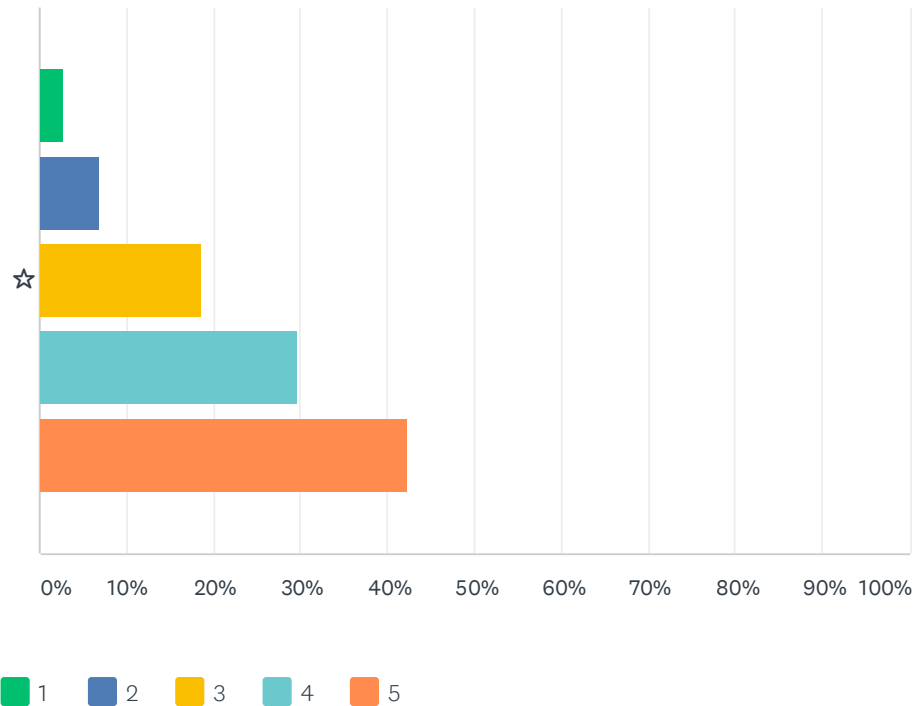
Answered: 197 Skipped: 12



ANSWER CHOICES	RESPONSES	
Monthly or more often	34.52%	68
4 or more times per year	40.10%	79
Couple of times per year	18.78%	37
One a year or rarely	4.57%	9
Never	2.03%	4
TOTAL		197

### Q13 How would you rate your online account statement at asiflex.com as far as providing sufficient account information and clear communications through the secure messages?

Answered: 189 Skipped: 20

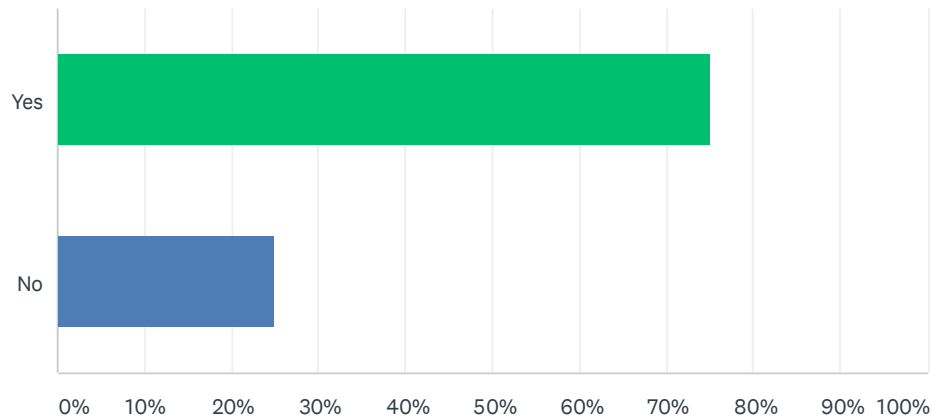


	1	2	3	4	5	TOTAL	WEIGHTED AVERAGE
☆	2.65% 5	6.88% 13	18.52% 35	29.63% 56	42.33% 80	189	4.02



## Q14 Have you signed up for electronic communications by email and/or text alert?

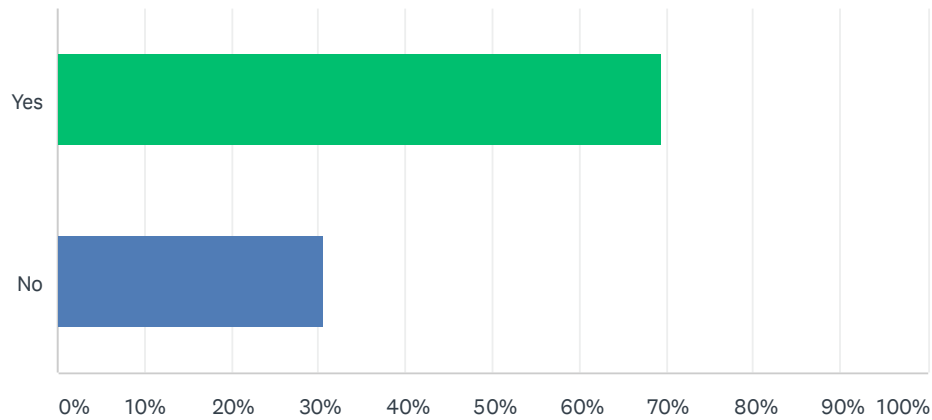
Answered: 197 Skipped: 12



ANSWER CHOICES	RESPONSES	
Yes	75.13%	148
No	24.87%	49
TOTAL		197

## Q15 Have you signed up to receive claim reimbursements direct to your bank account?

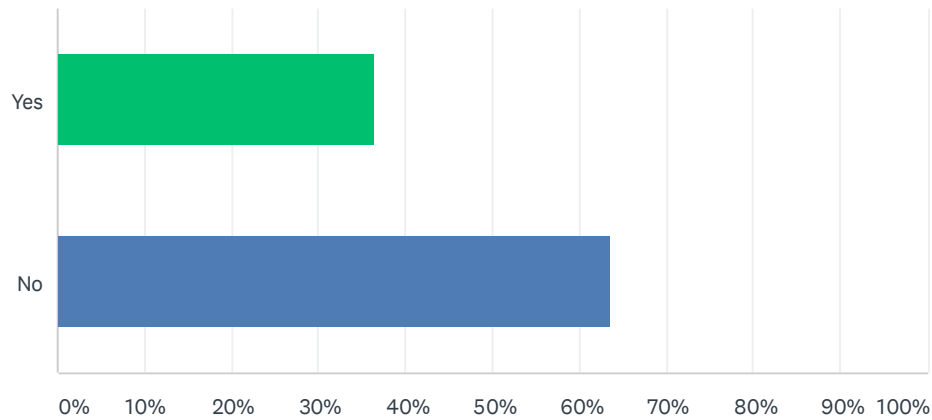
Answered: 197   Skipped: 12



ANSWER CHOICES	RESPONSES	
Yes	69.54%	137
No	30.46%	60
TOTAL		197

## Q16 Have you downloaded the ASIFlex Mobile app from Google Play or the App Store?

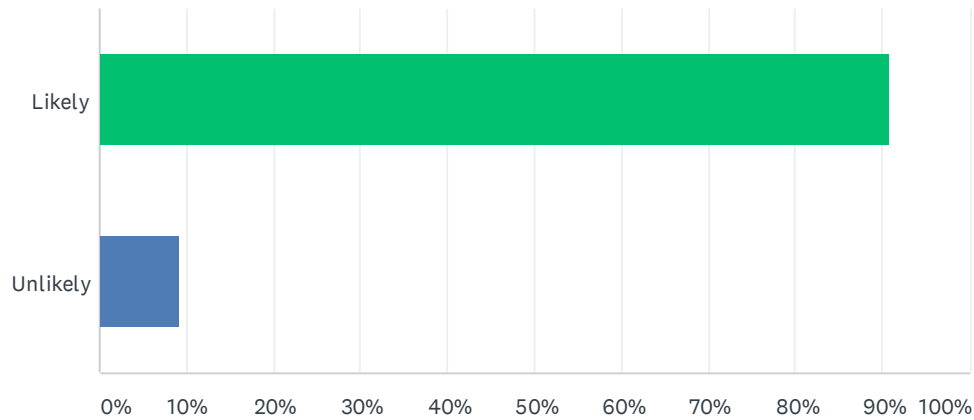
Answered: 198 Skipped: 11



ANSWER CHOICES	RESPONSES	
Yes	36.36%	72
No	63.64%	126
TOTAL		198

## Q17 How likely are you to participate in the FlexComp flexible spending account program in future years?

Answered: 197 Skipped: 12



ANSWER CHOICES	RESPONSES	
Likely	90.86%	179
Unlikely	9.14%	18
TOTAL		197

## Q18 If you would like a member of ASIFlex's senior leadership team to contact you, please provide your contact information here.

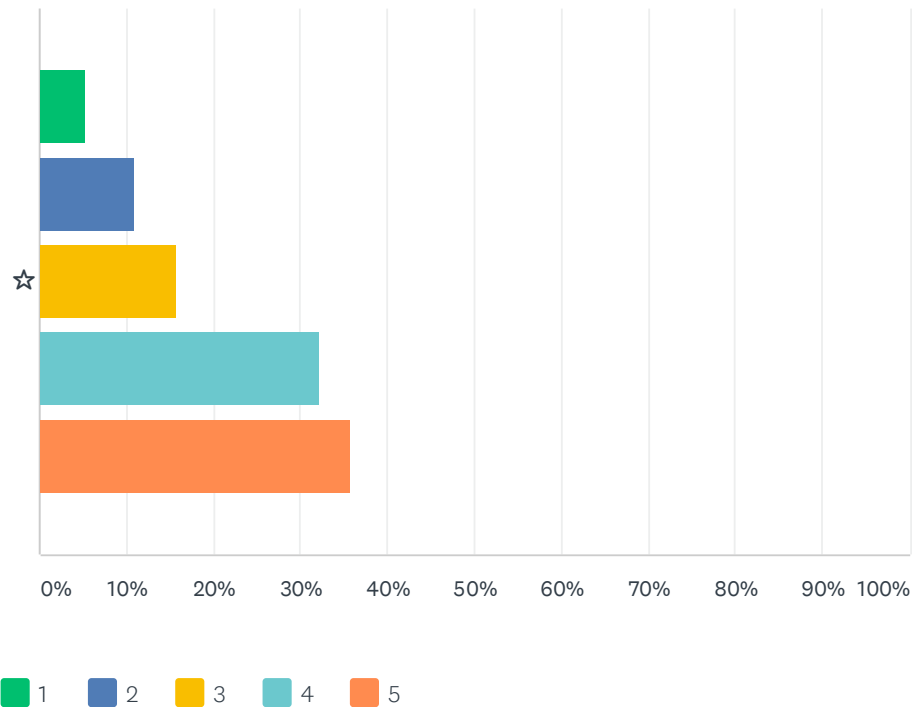
Answered: 20   Skipped: 189

ANSWER CHOICES	RESPONSES	
Name	100.00%	20
Company	0.00%	0
Address	0.00%	0
Address 2	0.00%	0
City/Town	0.00%	0
State/Province	0.00%	0
ZIP/Postal Code	0.00%	0
Country	0.00%	0
Email Address	100.00%	20
Phone Number	90.00%	18

**Attachment 2**

Q1 Rate your overall satisfaction with ASIFlex as the NDPERS FlexComp claims administrator.

Answered: 229 Skipped: 2

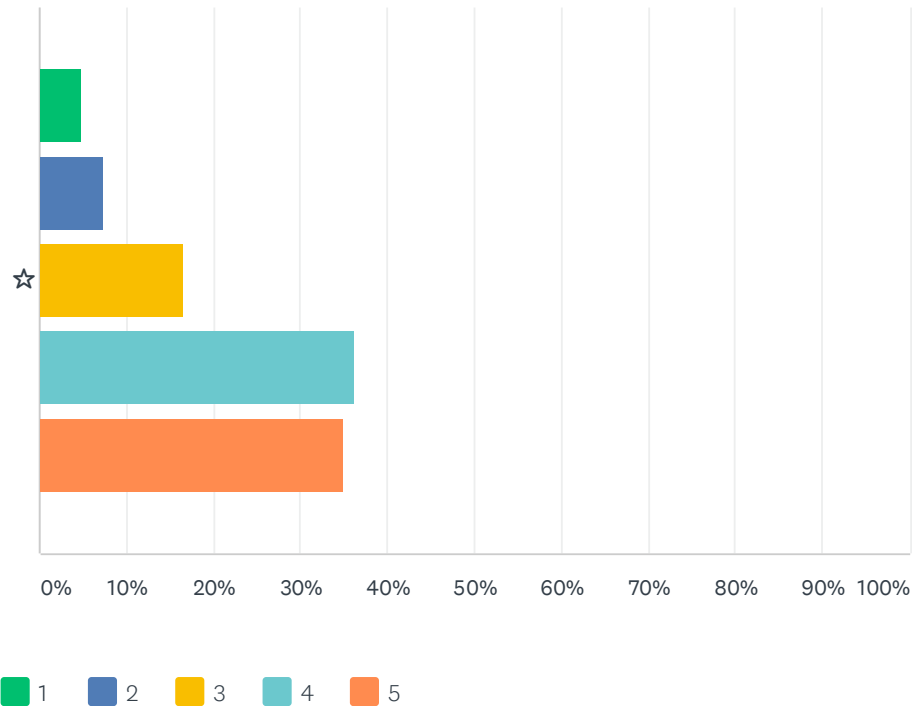


	1	2	3	4	5	TOTAL	WEIGHTED AVERAGE
☆	5.24% 12	10.92% 25	15.72% 36	32.31% 74	35.81% 82	229	3.83



## Q2 Rate your overall satisfaction with the availability of information regarding the medical and dependent care flexible spending account program.

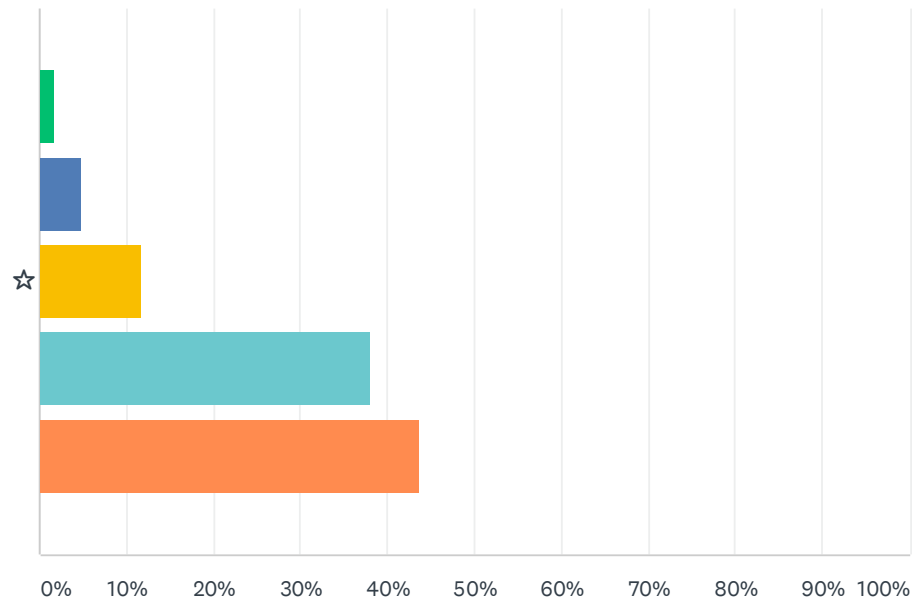
Answered: 229 Skipped: 2



	1	2	3	4	5	TOTAL	WEIGHTED AVERAGE
☆	4.80% 11	7.42% 17	16.59% 38	36.24% 83	34.93% 80	229	3.89

### Q3 Rate your satisfaction with the NDPERS FlexComp enrollment process.

Answered: 229 Skipped: 2

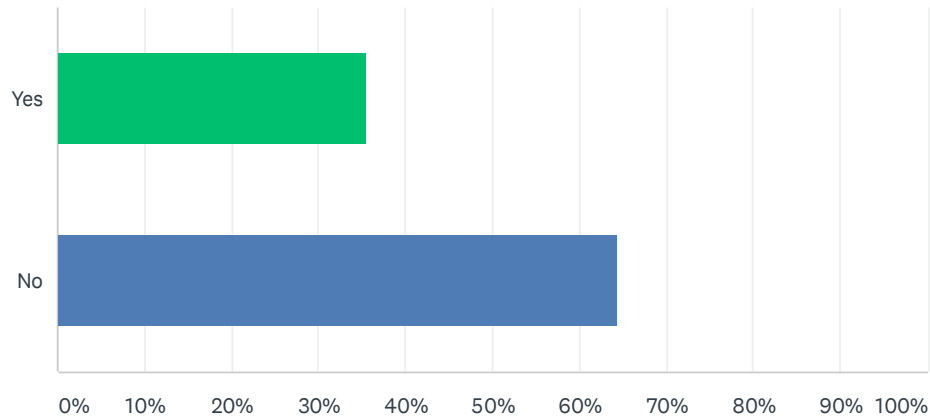


1 2 3 4 5

	1	2	3	4	5	TOTAL	WEIGHTED AVERAGE
☆	1.75% 4	4.80% 11	11.79% 27	37.99% 87	43.67% 100	229	4.17

## Q4 Have you called the ASIFlex customer service center during 2019?

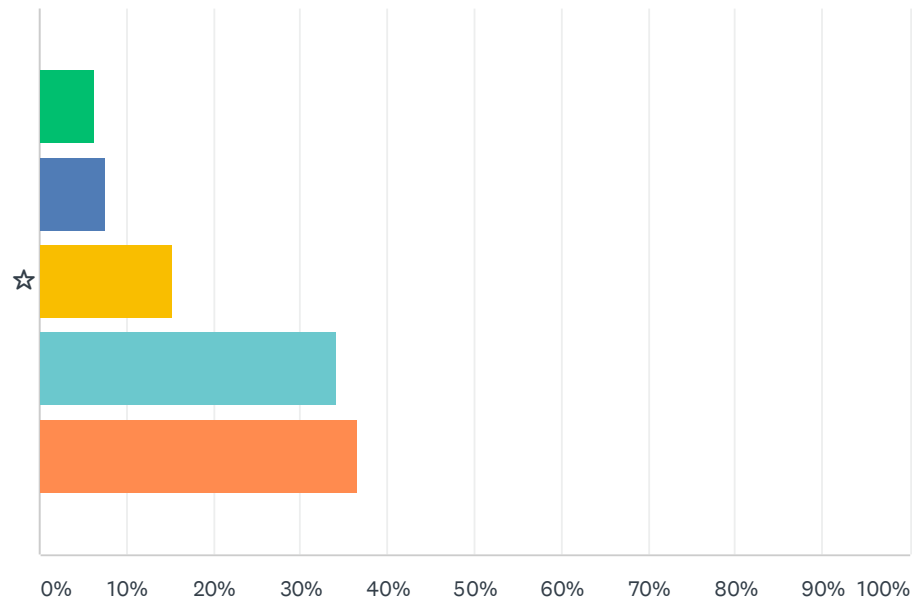
Answered: 231 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	35.50%	82
No	64.50%	149
TOTAL		231

## Q5 How would you rate the ASIFlex representative in terms of being courteous and professional?

Answered: 79 Skipped: 152



1 2 3 4 5

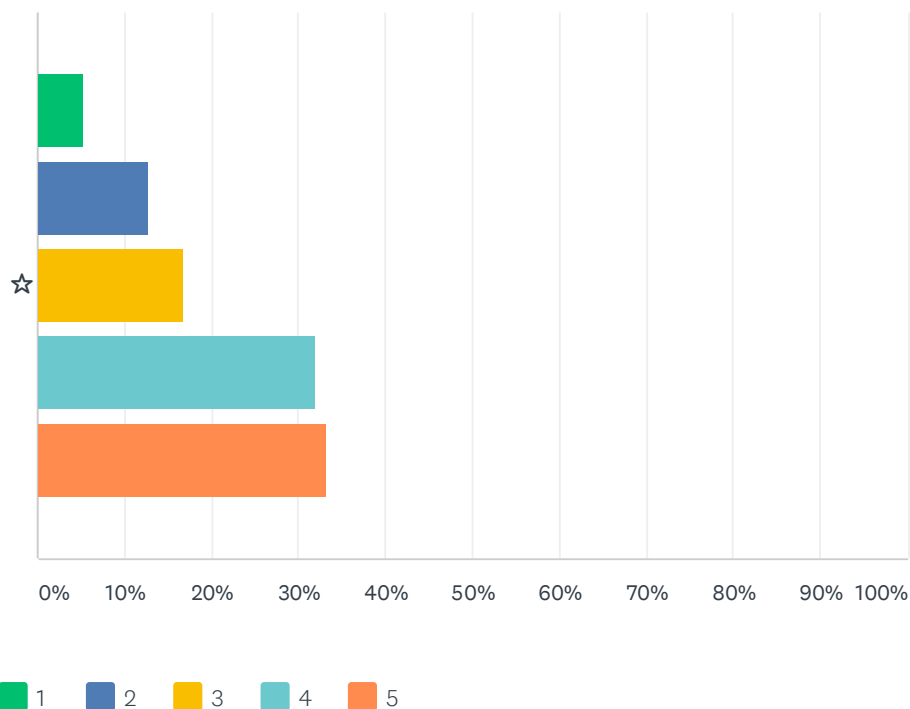
	1	2	3	4	5	TOTAL	WEIGHTED AVERAGE
☆	6.33% 5	7.59% 6	15.19% 12	34.18% 27	36.71% 29	79	3.87

## NDPERS - ASIFlex FlexComp Participant Satisfaction Survey

#	COMMENT	DATE
1	Haven't dealt with a rep	2/14/2020 7:59 AM
2	Always friendly and extremely helpful	2/12/2020 11:11 AM
3	unsatisfied with their customer service and the use of the card	2/12/2020 10:43 AM
4	she was very helpful and answered all my questions.	2/12/2020 10:36 AM
5	I was well informed from the representative when I had questions which could not be answered by other means (reading the website/terms). They were easy to talk to and very professional. They website is not user friendly. I feel like I am constantly upload receipts when I have made authorized purchases.	2/12/2020 10:06 AM
6	I wasn't able to get a specific answer to my question.	2/12/2020 10:02 AM
7	Great service! Have not had any problems with ASIFlex.	2/12/2020 10:01 AM
8	Way too much proof needed (legitimate use of \$) even when it is the same pharmacy.	2/12/2020 9:54 AM
9	Some were more helpful/friendly than others	2/12/2020 9:53 AM
10	she was helpful with my log in issues	2/12/2020 9:47 AM
11	Very unprofessional. Un satisfactory. Very poor to deal with. I wish I could drop them.	2/12/2020 9:47 AM
12	I see no logic in submitting a receipt for a dentist, optometrist, medical supply store, or clinic. What the heck else would i be buying at any of these places.	2/12/2020 9:43 AM

## Q6 How would you rate the ASIFlex representative in terms of showing knowledge about the FlexComp program and offering advice that is helpful to you?

Answered: 78 Skipped: 153



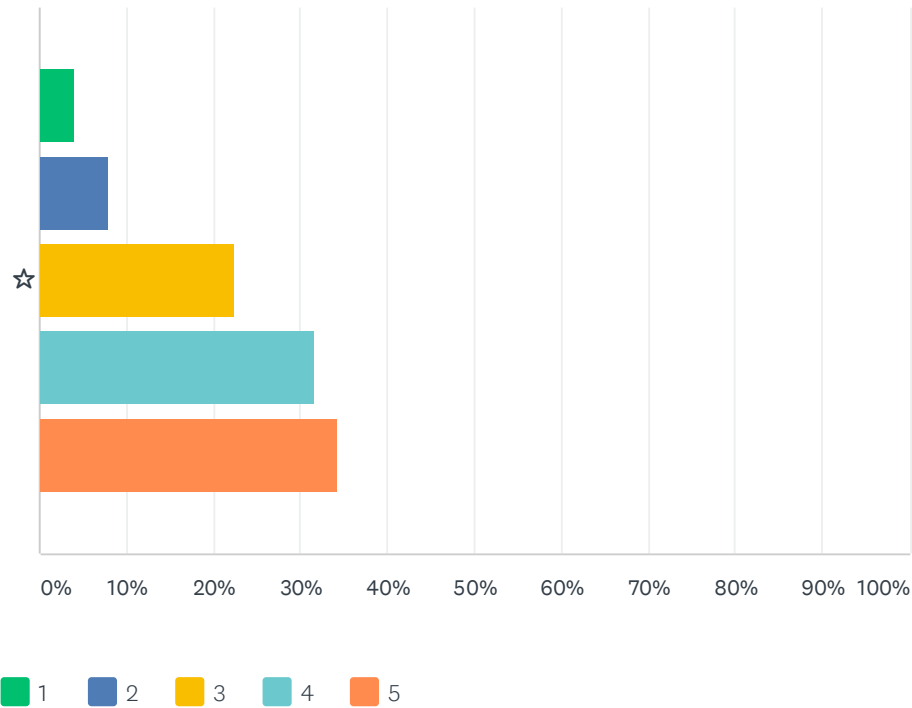
	1	2	3	4	5	TOTAL	WEIGHTED AVERAGE
☆	5.13% 4	12.82% 10	16.67% 13	32.05% 25	33.33% 26	78	3.76

#	COMMENT	DATE
1	Haven't dealt with a rep	2/14/2020 7:59 AM
2	I caLLED MULTIPLE TIMES TO VALIDATE INFO. What good is to have a card when they want more info when you go to PT or the dentist. What do they think you spend money on at the dentist if not for dental care?????????	2/13/2020 7:28 AM
3	did not provide any advise I used it to clarify a claim	2/12/2020 10:37 AM
4	Very good! Thank you!	2/12/2020 10:06 AM
5	same comments as above, proof needed repeatedly for same pharmacy.	2/12/2020 9:54 AM
6	I had submitted a claim to be paid. It had been awhile and I had not received a check for my claim. I called Customer Service to see if the claim had gone through and if the check was drafted. Customer Service stated that the check was already sent and put a cancellation on the check and then we had the funds go directly into my bank account. 3 days I received the check and it had not been drafted when I talked to Customer Service as the date on the check was after my phone call.	2/12/2020 9:52 AM



## Q7 How would you rate the speed at which ASIFlex answered the phone?

Answered: 76 Skipped: 155

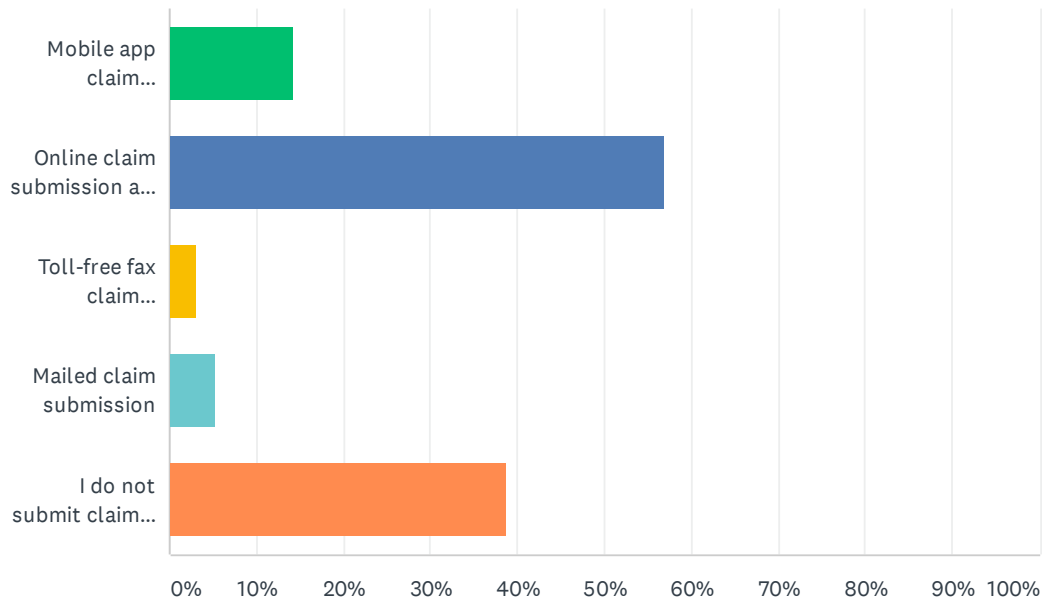


	1	2	3	4	5	TOTAL	WEIGHTED AVERAGE
☆	3.95%	7.89%	22.37%	31.58%	34.21%	76	3.84
	3	6	17	24	26		

#	COMMENT	DATE
1	Haven't had to call	2/14/2020 7:59 AM
2	Don't remember	2/12/2020 12:21 PM
3	was on hold for quite some time	2/12/2020 10:37 AM
4	Very good! Thank you!	2/12/2020 10:06 AM

## Q8 Which method of claims do you like best and utilize most often? Checkall that apply.

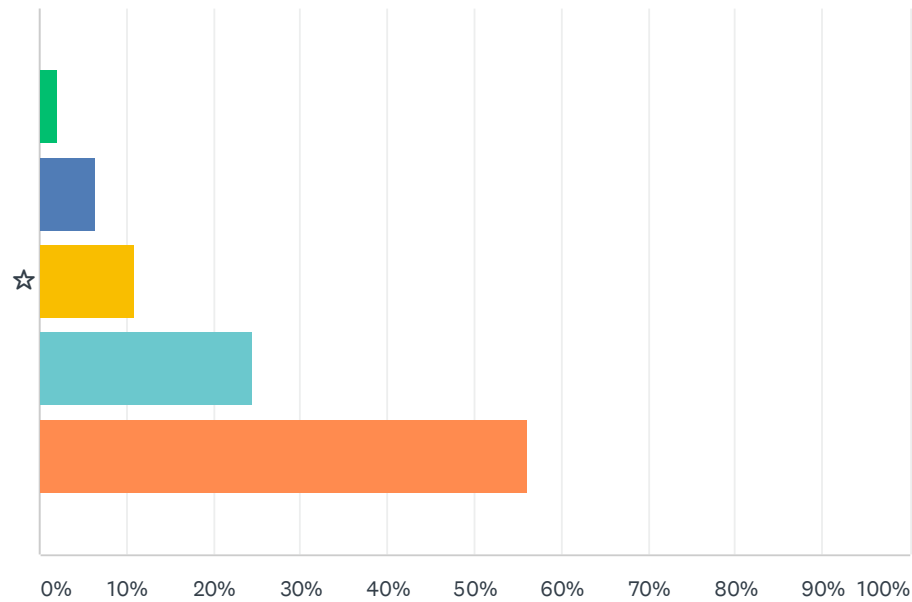
Answered: 225 Skipped: 6



ANSWER CHOICES	RESPONSES	
Mobile app claim submission	14.22%	32
Online claim submission at asiflex.com	56.89%	128
Toll-free fax claim submission	3.11%	7
Mailed claim submission	5.33%	12
I do not submit claims. I use the ASIFlex debit card.	38.67%	87
Total Respondents: 225		

## Q9 Over the past year, how would you rate the speed at which your claim was processed?

Answered: 139 Skipped: 92



1 2 3 4 5

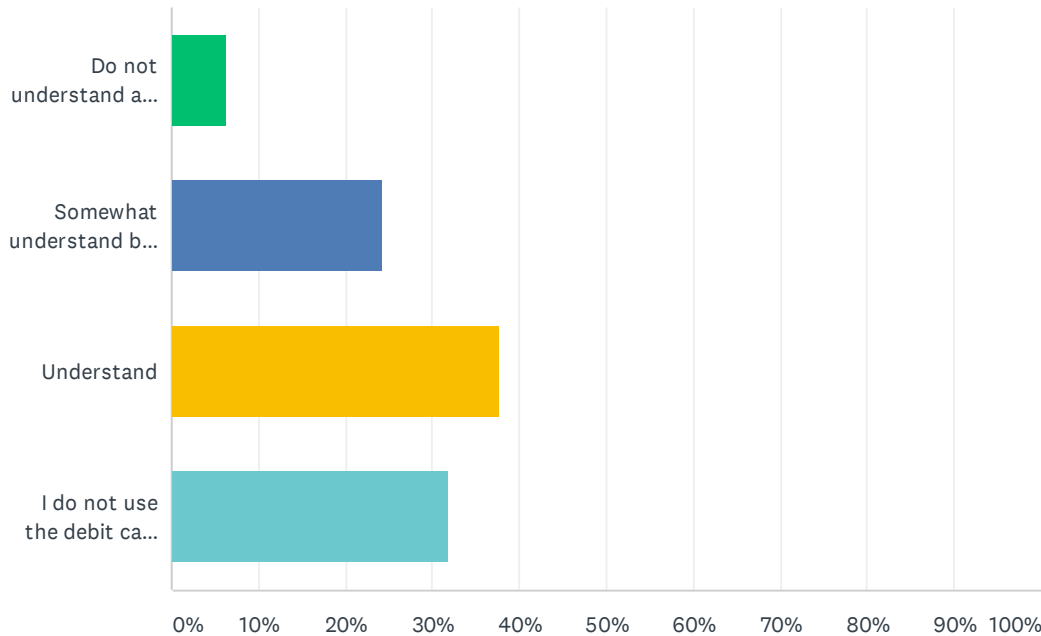
	1	2	3	4	5	TOTAL	WEIGHTED AVERAGE
☆	2.16% 3	6.47% 9	10.79% 15	24.46% 34	56.12% 78	139	4.26

## NDPERS - ASIFlex FlexComp Participant Satisfaction Survey

#	COMMENT	DATE
1	I've had no complaints.	2/24/2020 10:42 AM
2	Scanned in claim plus documentation and got deposit to my account within a very few days.	2/23/2020 5:37 PM
3	consistently prompt	2/18/2020 8:37 AM
4	While claim processing was relatively quick, it was slower than the previous adminstator.	2/17/2020 4:34 PM
5	Better than past providers.	2/14/2020 10:18 AM
6	The communication is quick regarding the claim.	2/12/2020 3:08 PM
7	Using the mobile app my claim is usually processed and the money in my account within 3-5 business days.	2/12/2020 2:08 PM
8	I sometimes get frustrated when they ask for claims I haven't even gotten a bill yet.	2/12/2020 10:38 AM
9	The turnaround time was very fast compared to other partners utilized in the past -- I loved it!	2/12/2020 10:14 AM
10	The claim process is overly done. Everytime I have used my card they are asking for documentation. This has gotten annoying	2/12/2020 10:02 AM
11	Claims are processed very quickly!	2/12/2020 10:01 AM
12	Although sometimes extremely detailed receipts are difficult to get.	2/12/2020 9:37 AM
13	I have not yet had a claim as I just enrolled this year.	2/12/2020 9:30 AM
14	It was my fault for sending the wrong attachment with my submission, but on you website, once you submit your claim, you are unable to see the attachment you sent. It just states "2 page claim".	2/12/2020 9:29 AM

## Q10 If using the ASIFlex debit card for health care expenses how well do you feel you understand the IRS requirements regarding submission of backup documentation for certain card transactions?

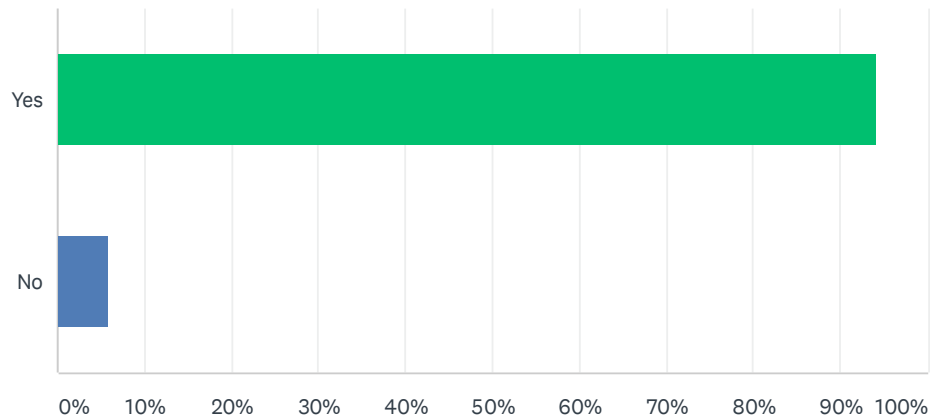
Answered: 226 Skipped: 5



ANSWER CHOICES	RESPONSES	
Do not understand at all	6.19%	14
Somewhat understand but it is confusing	24.34%	55
Understand	37.61%	85
I do not use the debit card. I submit claims.	31.86%	72
TOTAL		226

## Q11 Did you register at asiflex.com to gain access to your personal account statement, balance information and secure messages?

Answered: 225 Skipped: 6



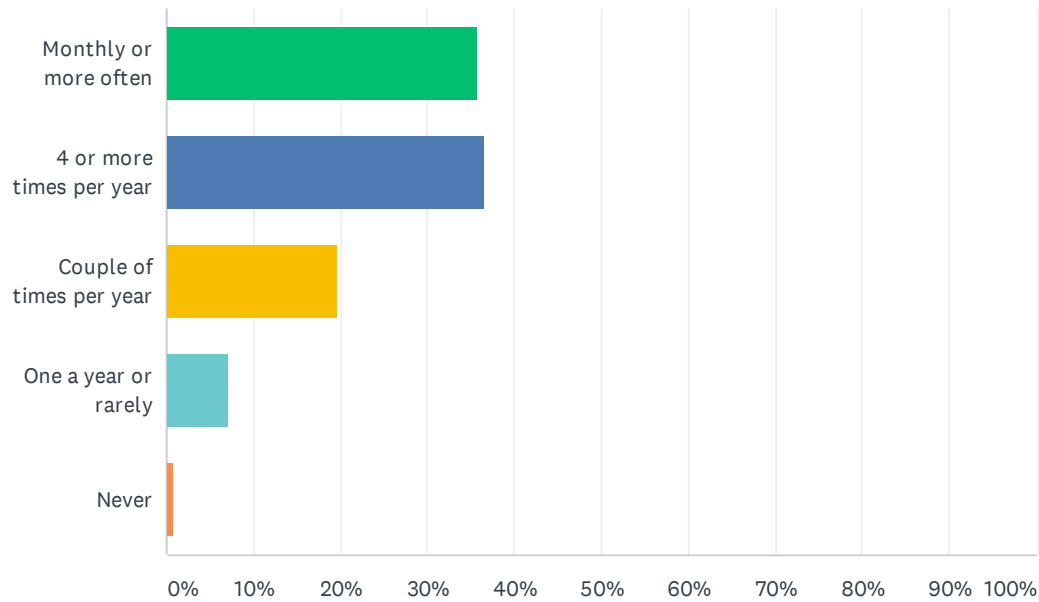
ANSWER CHOICES	RESPONSES	
Yes	94.22%	212
No	5.78%	13
TOTAL		225

#	IF NO, WHY NOT?	DATE
1	.	2/20/2020 6:36 PM
2	Didn't take time	2/12/2020 8:47 PM
3	Didn't know it was an option	2/12/2020 6:29 PM
4	need instructions	2/12/2020 1:44 PM
5	I did but can never remember password because the requirement is much different then any other password requirements	2/12/2020 10:16 AM
6	Didnt feel the need.	2/12/2020 10:13 AM
7	submit claims	2/12/2020 10:10 AM
8	not sure	2/12/2020 10:06 AM
9	I use the mobile app	2/12/2020 9:50 AM
10	I was not able to get it completed, and now cant seem to access	2/12/2020 9:36 AM



## Q12 How often do you review your account statement and messages at asiflex.com?

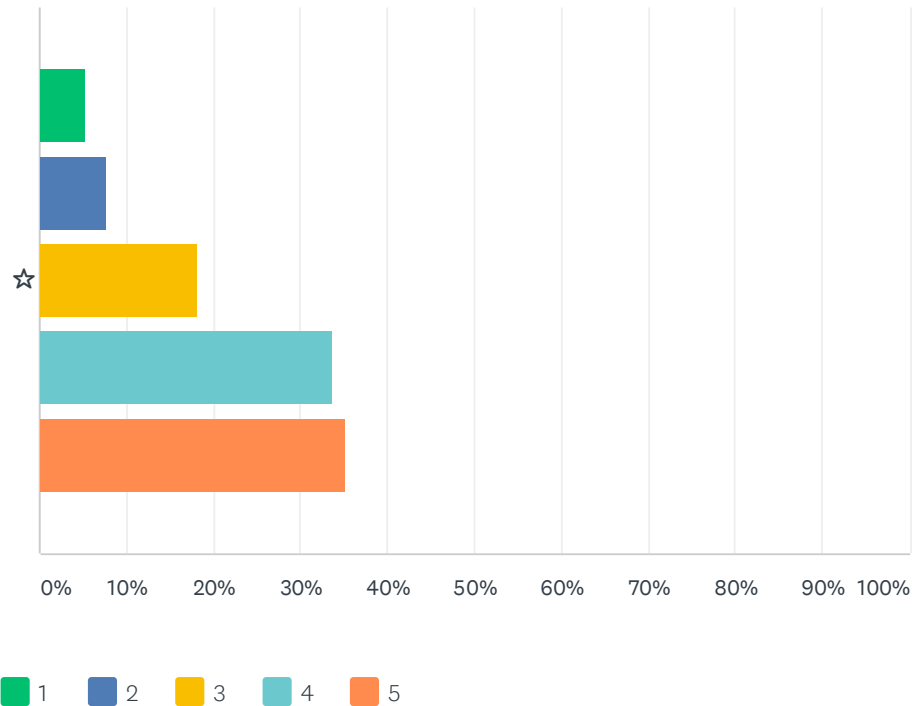
Answered: 213 Skipped: 18



ANSWER CHOICES	RESPONSES	
Monthly or more often	35.68%	76
4 or more times per year	36.62%	78
Couple of times per year	19.72%	42
One a year or rarely	7.04%	15
Never	0.94%	2
TOTAL		213

### Q13 How would you rate your online account statement at asiflex.com as far as providing sufficient account information and clear communications through the secure messages?

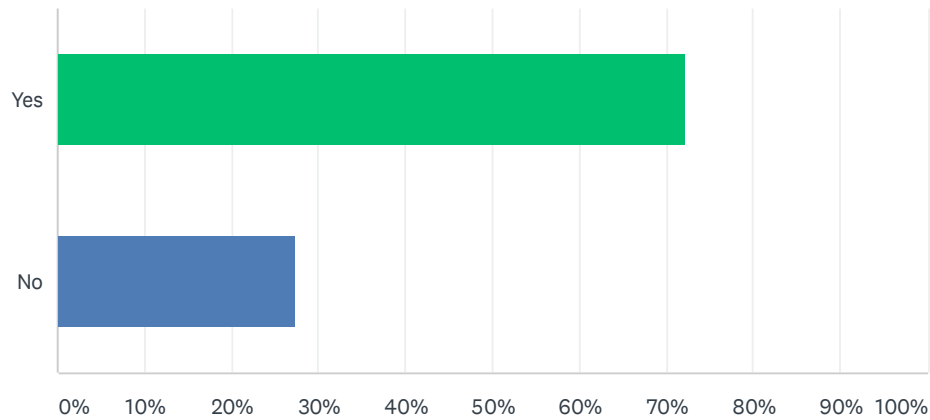
Answered: 208 Skipped: 23



	1	2	3	4	5	TOTAL	WEIGHTED AVERAGE
☆	5.29% 11	7.69% 16	18.27% 38	33.65% 70	35.10% 73	208	3.86

## Q14 Have you signed up for electronic communications by email and/or text alert?

Answered: 222 Skipped: 9



ANSWER CHOICES	RESPONSES	
Yes	72.07%	160
No	27.48%	61
TOTAL		222

## NDPERS - ASIFlex FlexComp Participant Satisfaction Survey

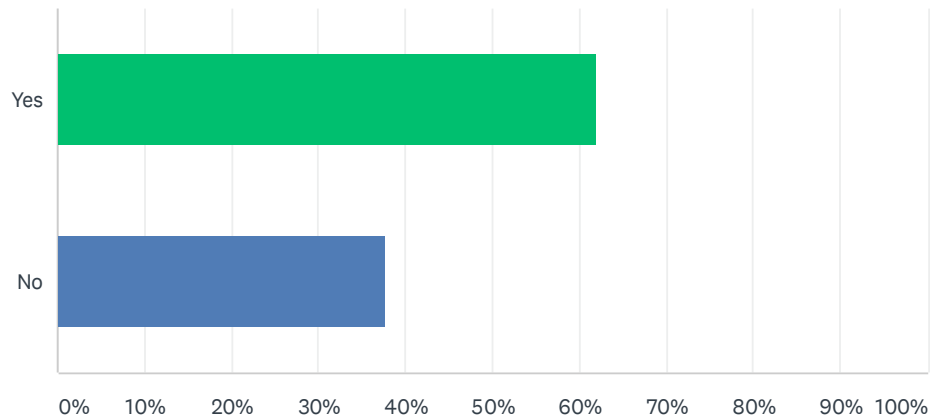
#	IF NO, WHY NOT?	DATE
1	I'm not sure whether I've signed up or not.	2/24/2020 10:44 AM
2	I might have, I just don't remember. I submit claims once a year.	2/23/2020 5:39 PM
3	didn't know about it	2/18/2020 8:38 AM
4	I did not realize this was available	2/17/2020 4:37 PM
5	No Need, able to check online	2/14/2020 9:06 AM
6	Didn't know it was an option	2/14/2020 8:00 AM
7	I get enough emails and texts	2/13/2020 11:53 AM
8	I get too many emails already. I like a paper trail.	2/13/2020 7:30 AM
9	Didn't take time	2/12/2020 8:47 PM
10	Didn't know it was an option.	2/12/2020 6:31 PM
11	Until this survey, I didn't know it was an option. I'll go sign up now and it'll probably increase my satisfaction rating going forward.	2/12/2020 3:23 PM
12	Dont use enough. save up and file towards Christmas.	2/12/2020 3:08 PM
13	Get enough things sent to email and text	2/12/2020 2:45 PM
14	need instructions	2/12/2020 1:45 PM
15	Do not want to be bugged by tons of information through text or e-mail	2/12/2020 12:50 PM
16	Did not know I could	2/12/2020 12:50 PM
17	not sure	2/12/2020 12:23 PM
18	Haven't gotten to doing it yet.	2/12/2020 11:19 AM
19	Have not considered it	2/12/2020 11:02 AM
20	Just haven't.	2/12/2020 10:58 AM
21	Didn't know about it	2/12/2020 10:48 AM
22	I don't recall	2/12/2020 10:47 AM
23	Didn't know they were available.	2/12/2020 10:29 AM
24	Not aware.	2/12/2020 10:29 AM
25	idk	2/12/2020 10:18 AM
26	don't need additional alerts	2/12/2020 10:12 AM
27	Did not know it was possible - Not much information on signing up.	2/12/2020 10:10 AM
28	I don't know if I have or have not	2/12/2020 10:09 AM
29	Not sure. I have relied on mail communications.	2/12/2020 10:08 AM
30	I wasn't aware of that feature.	2/12/2020 10:05 AM
31	Didn't know it was available	2/12/2020 10:01 AM
32	Didn't know it was available	2/12/2020 10:00 AM
33	i only log in once a year	2/12/2020 9:59 AM
34	Did not know that was an option	2/12/2020 9:56 AM
35	Did not realize it was available	2/12/2020 9:54 AM
36	With every one else and their uncle wanting me to sign up for some aleart, I have just not done so.	2/12/2020 9:53 AM

## NDPERS - ASIFlex FlexComp Participant Satisfaction Survey

37	Didn't know it was an option.	2/12/2020 9:45 AM
38	Not sure how	2/12/2020 9:39 AM
39	Just didn't think about it.	2/12/2020 9:36 AM
40	I don't know	2/12/2020 9:36 AM
41	didn't know it was an option	2/12/2020 9:32 AM

## Q15 Have you signed up to receive claim reimbursements direct to your bank account?

Answered: 223 Skipped: 8



ANSWER CHOICES	RESPONSES	
Yes	61.88%	138
No	37.67%	84
TOTAL		223

## NDPERS - ASIFlex FlexComp Participant Satisfaction Survey

#	IF NO, WHY NOT?	DATE
1	No need I don't submit claims	2/16/2020 5:20 PM
2	Not sure	2/14/2020 10:38 PM
3	use debit card	2/13/2020 4:43 PM
4	Haven't taken the time yet	2/13/2020 12:15 PM
5	I like getting it paid directly to me	2/13/2020 11:34 AM
6	I do'nt feel comfortable giving out my bank information	2/13/2020 10:17 AM
7	mainly use debit card	2/13/2020 8:34 AM
8	Like checks to cash	2/12/2020 8:47 PM
9	NA	2/12/2020 6:52 PM
10	I would likely have it reimbursed to debit card used with acct	2/12/2020 4:59 PM
11	I like getting the check	2/12/2020 4:06 PM
12	I do not give access to my bank account to others	2/12/2020 4:05 PM
13	Use debit card	2/12/2020 3:41 PM
14	Haven't received any claim reimbursement	2/12/2020 3:26 PM
15	I may have but not sure, and if not did not know it was an option	2/12/2020 2:02 PM
16	don't want it	2/12/2020 1:45 PM
17	Use the flex medical claims only card	2/12/2020 1:06 PM
18	I use the Debit card	2/12/2020 12:50 PM
19	Want the check sent to me	2/12/2020 12:50 PM
20	Mostly use the card	2/12/2020 12:21 PM
21	My employer deposits a set amount of money every month to ASIFlex account no need for reimbursement	2/12/2020 11:51 AM
22	I don't actually know as I don't get reimbursements often if at all.	2/12/2020 11:19 AM
23	Don't care to	2/12/2020 11:14 AM
24	I use my debit card provided by ASI	2/12/2020 11:14 AM
25	Use debit card	2/12/2020 11:13 AM
26	because I only use the card	2/12/2020 11:02 AM
27	Use debit card	2/12/2020 10:58 AM
28	Don't file claims on own	2/12/2020 10:54 AM
29	I would rather receive them myself	2/12/2020 10:53 AM
30	I use the debit card	2/12/2020 10:48 AM
31	use the visa card	2/12/2020 10:40 AM
32	I've never needed this	2/12/2020 10:39 AM
33	use debit card	2/12/2020 10:29 AM
34	i don't use this	2/12/2020 10:18 AM
35	Prefer mailing	2/12/2020 10:14 AM
36	I used the debit card	2/12/2020 10:14 AM
37	I use the debit card	2/12/2020 10:11 AM

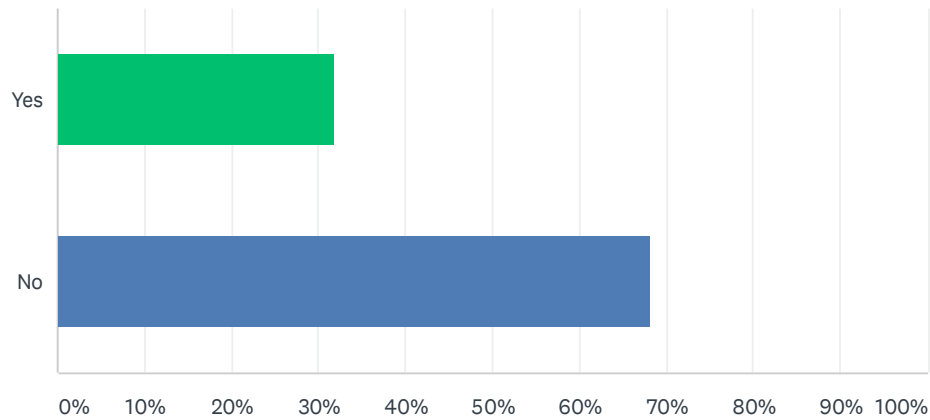


## NDPERS - ASIFlex FlexComp Participant Satisfaction Survey

38	Minimal payments	2/12/2020 10:10 AM
39	never had any	2/12/2020 10:09 AM
40	Did nto know this was possible	2/12/2020 10:05 AM
41	Didn't know you could do it that way	2/12/2020 10:02 AM
42	I only use debit card	2/12/2020 10:00 AM
43	???	2/12/2020 9:59 AM
44	I use the debit card and has not been a problem- however i had a problem being able to use my last \$4 and so i lost it. i couldn't use the debit card for partial and couldn't find a list of what i could use it on.	2/12/2020 9:56 AM
45	Didn't know about it	2/12/2020 9:55 AM
46	Only because I had issues with the last claim.	2/12/2020 9:54 AM
47	dont need it	2/12/2020 9:53 AM
48	Have not even looked into is.	2/12/2020 9:53 AM
49	Less hassle on dealing with these people.	2/12/2020 9:50 AM
50	Not necessary	2/12/2020 9:47 AM
51	I prefer to have it in hand and decide what to do with it.	2/12/2020 9:46 AM
52	i use the debit card	2/12/2020 9:45 AM
53	I use debit card	2/12/2020 9:39 AM
54	Just haven't to date	2/12/2020 9:36 AM
55	prefer to receive check in the mail to keep budget lines separated.	2/12/2020 9:33 AM
56	i only use the debit card	2/12/2020 9:32 AM
57	I have the debit card. I did receive direct deposit when I did dependant care	2/12/2020 9:31 AM

## Q16 Have you downloaded the ASIFlex Mobile app from Google Play or the App Store?

Answered: 223 Skipped: 8



ANSWER CHOICES	RESPONSES	
Yes	31.84%	71
No	68.16%	152
TOTAL		223

## NDPERS - ASIFlex FlexComp Participant Satisfaction Survey

#	IF NO, WHY NOT?	DATE
1	No reason	2/24/2020 4:09 PM
2	Didn't feel I needed it.	2/24/2020 10:44 AM
3	Don't need the app. I submit claims online only.	2/23/2020 5:39 PM
4	Not interested in downloading another app.	2/22/2020 10:40 PM
5	Too many apps already	2/22/2020 7:47 AM
6	didn't figure I use it enough - I'm a single person/not that many claims	2/19/2020 12:15 PM
7	Did not know it was an option	2/18/2020 12:55 PM
8	no cellphone	2/18/2020 8:38 AM
9	It seems that I have too many mobile apps as it is.	2/17/2020 4:37 PM
10	my phone is full and cant handle any more apps	2/17/2020 1:51 PM
11	No desire to clutter my phone while I can access data online.	2/17/2020 11:04 AM
12	I just use the computer	2/16/2020 5:20 PM
13	I don't want to	2/14/2020 10:38 PM
14	Don't need it	2/14/2020 9:38 PM
15	Not tech savvy.	2/14/2020 10:19 AM
16	Don't need another app	2/14/2020 9:17 AM
17	No need, able to do everything online	2/14/2020 9:06 AM
18	don't use my phone for that	2/13/2020 8:44 PM
19	prefer not on my cell phone	2/13/2020 4:43 PM
20	Don't like phone apps	2/13/2020 2:08 PM
21	I prefer not to put that information on myphone and go directly to the web	2/13/2020 11:53 AM
22	Easy online access.	2/13/2020 9:27 AM
23	haven't needed it	2/13/2020 8:34 AM
24	Was not aware that there was an app.	2/13/2020 7:44 AM
25	too many apps on my phone	2/12/2020 9:38 PM
26	Didn't think it was necessary. On line submission works fine.	2/12/2020 6:31 PM
27	I have a flip phone	2/12/2020 4:05 PM
28	Didn't know there was an app available	2/12/2020 4:04 PM
29	No reason why, I just haven't done so.	2/12/2020 3:29 PM
30	Not aware	2/12/2020 3:27 PM
31	The online app is difficult to open and slow in comparison to my computer	2/12/2020 3:10 PM
32	No needed	2/12/2020 3:08 PM
33	Got enough apps	2/12/2020 2:45 PM
34	easier with computer uploading	2/12/2020 2:28 PM
35	phone too old to handle apps	2/12/2020 1:57 PM
36	don't want it	2/12/2020 1:45 PM
37	Haven't found a need for it. I use my computer.	2/12/2020 1:41 PM

## NDPERS - ASIFlex FlexComp Participant Satisfaction Survey

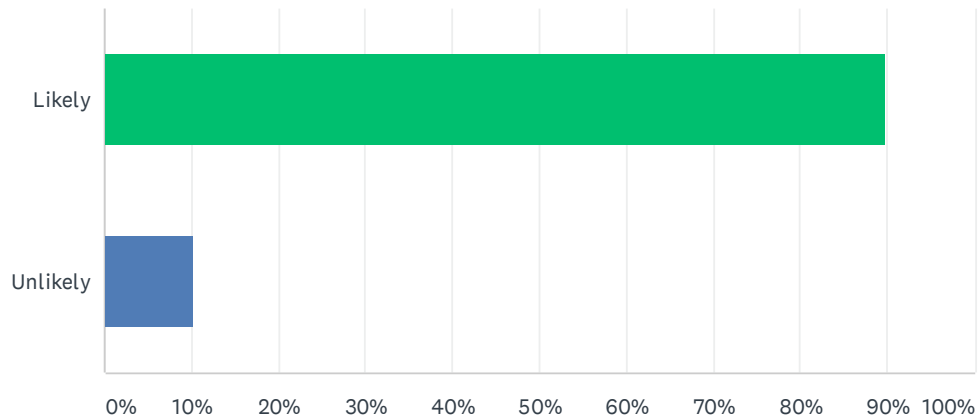
38	Didn't know it existed.	2/12/2020 1:17 PM
39	Just haven't yet, but intend to.	2/12/2020 1:16 PM
40	Easier to save documents to computer	2/12/2020 1:14 PM
41	The online claims process is terrible. Is the mobile app any better?	2/12/2020 1:07 PM
42	Was not aware of it	2/12/2020 12:50 PM
43	Not aware	2/12/2020 12:50 PM
44	don't like to do services on my mobile app	2/12/2020 12:50 PM
45	haven't had time	2/12/2020 12:24 PM
46	Didn't know about it.	2/12/2020 11:54 AM
47	Prefer to use desktop	2/12/2020 11:27 AM
48	Didn't know it existed.	2/12/2020 11:19 AM
49	Don't care to	2/12/2020 11:14 AM
50	I use the website instead	2/12/2020 11:09 AM
51	Don't use it enough	2/12/2020 11:02 AM
52	Unknown	2/12/2020 10:58 AM
53	Not familiar enough.	2/12/2020 10:53 AM
54	Do not want another app on my phone that I won't use that often.	2/12/2020 10:52 AM
55	Didn't know about it	2/12/2020 10:48 AM
56	Too many apps on phone already.	2/12/2020 10:46 AM
57	I prefer to NOT use phone apps for financial transactions	2/12/2020 10:43 AM
58	it's tough to use on a desktop i cant imagine a mobil app would be any better	2/12/2020 10:40 AM
59	do everything on the computer	2/12/2020 10:40 AM
60	I didn't know there was one	2/12/2020 10:39 AM
61	Don't want to	2/12/2020 10:30 AM
62	too many apps already	2/12/2020 10:29 AM
63	never thought about it	2/12/2020 10:23 AM
64	I don't use mobile apps very often.	2/12/2020 10:15 AM
65	Prefer less apps on my phone	2/12/2020 10:14 AM
66	dont want on mobile dont trust	2/12/2020 10:14 AM
67	online works good	2/12/2020 10:12 AM
68	I use the online version on my computer. Website is confusing enough. Not going to try to use the mobile app	2/12/2020 10:11 AM
69	my computer works for that	2/12/2020 10:10 AM
70	Unnecessary	2/12/2020 10:10 AM
71	Did not know this was possible.	2/12/2020 10:10 AM
72	I have not felt a need to do so	2/12/2020 10:09 AM
73	Haven't had a need for it	2/12/2020 10:09 AM
74	I am fine doing it online.	2/12/2020 10:08 AM
75	prefer online submissions	2/12/2020 10:07 AM

## NDPERS - ASIFlex FlexComp Participant Satisfaction Survey

76	Prefer the website	2/12/2020 10:06 AM
77	Wasn't aware of it.	2/12/2020 10:05 AM
78	I prefer to do it on my desktop computer.	2/12/2020 10:03 AM
79	Tried it, didn't like it	2/12/2020 10:01 AM
80	Didn't know they had an app	2/12/2020 10:00 AM
81	See no need	2/12/2020 9:59 AM
82	I don't want extra apps on my personal phone	2/12/2020 9:59 AM
83	Online submission works just fine	2/12/2020 9:58 AM
84	Didn't know about it	2/12/2020 9:55 AM
85	Technology adverse	2/12/2020 9:54 AM
86	I do not need the mobile app	2/12/2020 9:54 AM
87	I hate dealing with screen sign issues.	2/12/2020 9:53 AM
88	Less hassle	2/12/2020 9:50 AM
89	Don't want to	2/12/2020 9:46 AM
90	i don't want to be tracked by yet another mobile app	2/12/2020 9:45 AM
91	Don't want it on my phone.	2/12/2020 9:45 AM
92	Didn't know it was a thing I could do.	2/12/2020 9:43 AM
93	never thought of it	2/12/2020 9:41 AM
94	Not sure	2/12/2020 9:39 AM
95	never works	2/12/2020 9:38 AM
96	Rather do it on the computer	2/12/2020 9:36 AM
97	Not interested.	2/12/2020 9:36 AM
98	don't use my phone for that	2/12/2020 9:36 AM
99	I don't want to	2/12/2020 9:36 AM
100	prefer not to do everything online	2/12/2020 9:33 AM
101	no need	2/12/2020 9:32 AM
102	no need since i only use it a couple times a year	2/12/2020 9:30 AM

## Q17 How likely are you to participate in the FlexComp flexible spending account program in future years?

Answered: 223 Skipped: 8



ANSWER CHOICES	RESPONSES	
Likely	89.69%	200
Unlikely	10.31%	23
TOTAL		223

# NDPERS - ASIFlex FlexComp Participant Satisfaction Survey

#	IF YOU ARE UNLIKELY TO PARTICIPATE IN FUTURE YEARS, WHY NOT?	DATE
1	It's a pain. After every card swipe, which clearly indicated the provider, what the service was for, etc, I get scared swipe verification request. Then I have to show proof of the visit to flexcomp etc. isn't that what the card swipe receipt is for with all the info on it that flexcomp gets. Huge pain... when u call and talk to representatives they are rude and lack in knowledge. One guy got very cocky with me...	2/22/2020 7:47 AM
2	no longer employed by the State	2/19/2020 8:02 AM
3	rules too strict	2/13/2020 8:44 PM
4	I retired.	2/13/2020 7:30 AM
5	Retired	2/12/2020 1:17 PM
6	Dont like the fack of use it or loose it. It is my money I set aside for medical. Why do I loose it? I had a HSA plan before and there was no loosing it. It would roll over from year to year.	2/12/2020 12:21 PM
7	I had been on Flex plan since starting employment and when I needed it to pay continuing bills I was informed it had to be expenses accrued within that year. It was not a problem before and it is all the same medical/hospital bills. It was frustrating and trying to figure out why things weren't working and what was happening while pregnant was not a friendly experience.	2/12/2020 11:53 AM
8	Asiflex does not accept information easily	2/12/2020 11:12 AM
9	It is such a hassle to use the card, I will just take the money and put it into savings so I don't have to deal with you anymore. I will just use my wife's flex because they don't require all the stupid claim verification. I send an obvious receipt from a medical facility with a payment for a co-pay and a payment on a bill and its not rocket science to figure out what and why it was a charge. The previous company that had the state account was a thousand times better. I will never sign up for my flex option with the state again as working in the receipt system that you require or the state requires is not worth the effort or grief. I don't have the time to deal with the extra constant receipt follow up that you require. Its hard enough dealing with all the appointments and paper work for medical care and this adds another layer of paper work . Administration of using the card is a pain .	2/12/2020 11:02 AM
10	Too much hassle. Have to send verification more than once and feel verification is too complicated	2/12/2020 10:54 AM
11	It is what is offered in our benefits	2/12/2020 10:53 AM
12	administrative details are so difficult to resolve	2/12/2020 10:40 AM
13	I will be retiring this summer.	2/12/2020 10:23 AM
14	i am dissatisfied that i always need to get proof and send to you... can't you get it yourself if i sign releases of information or should be able to automatically if your seeking information for billing purposes, not?	2/12/2020 10:18 AM
15	Poor service	2/12/2020 10:14 AM
16	I don't have very many medical issues and the website is very hard to use and understand. It is a tough program to navigate. You loose the funding you do not spend at the end of the year.	2/12/2020 10:10 AM
17	Sending in every receipt is very time consuming and there isnt a reason for why some charges go on hold. Why does a doctors visit go on hold yet sunglasses from Sams club doesn't?	2/12/2020 10:08 AM
18	However not sure if I like the current plan. I have used flex benifits for a decade and I have never had to show so much and take so much time in sending in documents.	2/12/2020 10:05 AM
19	4 years of hassle. Not going through it this year 2020.	2/12/2020 9:55 AM
20	retiring	2/12/2020 9:50 AM
21	A shitty company. The state can do better.	2/12/2020 9:50 AM
22	My children would no longer qualify for dependent care.	2/12/2020 9:43 AM



## Q18 If you would like a member of ASIFlex's senior leadership team to contact you, please provide your contact information here.

Answered: 9   Skipped: 222

ANSWER CHOICES	RESPONSES	
Name	88.89%	8
Company	0.00%	0
Address	0.00%	0
Address 2	0.00%	0
City/Town	0.00%	0
State/Province	0.00%	0
ZIP/Postal Code	0.00%	0
Country	0.00%	0
Email Address	100.00%	9
Phone Number	77.78%	7

#	NAME	DATE
1	[REDACTED]	2/18/2020 12:55 PM
2	[REDACTED]	2/17/2020 4:37 PM
3	[REDACTED]	2/12/2020 1:45 PM
4	[REDACTED]	2/12/2020 10:40 AM
5	[REDACTED]	2/12/2020 10:13 AM
6	[REDACTED]	2/12/2020 10:06 AM
7	[REDACTED]	2/12/2020 9:58 AM
8	[REDACTED]	2/12/2020 9:56 AM

#	COMPANY	DATE
---	---------	------

There are no responses.

#	ADDRESS	DATE
---	---------	------

There are no responses.

#	ADDRESS 2	DATE
---	-----------	------

There are no responses.

#	CITY/TOWN	DATE
---	-----------	------

There are no responses.

#	STATE/PROVINCE	DATE
---	----------------	------

There are no responses.

## NDPERS - ASIFlex FlexComp Participant Satisfaction Survey

#	ZIP/POSTAL CODE	DATE
There are no responses.		
#	COUNTRY	DATE
There are no responses.		
#	EMAIL ADDRESS	DATE
1	[REDACTED]	2/18/2020 12:55 PM
2	[REDACTED]	2/17/2020 4:37 PM
3	[REDACTED]	2/12/2020 1:45 PM
4	[REDACTED]	2/12/2020 11:02 AM
5	[REDACTED]	2/12/2020 10:40 AM
6	[REDACTED]	2/12/2020 10:13 AM
7	[REDACTED]	2/12/2020 10:06 AM
8	[REDACTED]	2/12/2020 9:58 AM
9	[REDACTED]	2/12/2020 9:56 AM
#	PHONE NUMBER	DATE
1	[REDACTED]	2/18/2020 12:55 PM
2	[REDACTED]	2/17/2020 4:37 PM
3	[REDACTED]	2/12/2020 1:45 PM
4	[REDACTED]	2/12/2020 10:13 AM
5	[REDACTED]	2/12/2020 10:06 AM
6	[REDACTED]	2/12/2020 9:58 AM
7	[REDACTED]	2/12/2020 9:56 AM



**North Dakota**  
**Public Employees Retirement System**  
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**Scott A. Miller**  
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# Memorandum

**TO:** NDPERS Board

**FROM:** Bryan Reinhardt

**DATE:** May 11, 2021

**SUBJECT:** Employee Assistance Program (EAP)

There were seven responses to the NDPERS EAP Request for Proposal (RFP). Four were existing providers: St. Alexius, The Village, eni NexGen, and Live Well Solutions. There are also three new vendors that submitted a proposal: ComPsych, Humana, and TeleHelp.

NDPERS staff reviewed the RFP proposals and recommends continuing with the four existing providers. Our recommendation on the three new proposals is below:

The TeleHelp proposal was incomplete and did not address in-person or local provider access. Therefore, we found the TeleHelp proposal nonresponsive.

The ComPsych proposal has a minimum \$2,500 monthly requirement and some requested contract language modifications. After reviewing the contract issues with Dean DePountis we feel we could work out a contract. With our agency based approach, we cannot ensure that any agencies will select a vendor and cannot agree to paying a minimum. Therefore, we found the ComPsych proposal as not meeting the RFP requirements.

The Humana proposal does meet the RFP requirements. There were some contract questions, but after discussion they are willing to waive their suggestions (we have yet to receive a signed contract). They do have a 51 employee minimum requirement that they dropped from 100, but are not willing to waive completely. While we can not guarantee any agency would select Humana, we could offer their program to agencies with over 50 employees. Staff recommends offering the Humana EAP to agencies with 51+ employees.

Attached is the summary minimum requirements matrix from each of the RFP responses.

As you recall, we use an agency-based approach for the EAP. Each state agency will select a single vendor for the 2021-2023 biennium.

Staff will send out the EAP information to the providers and agencies after the NDPERS Board meeting. NDPERS will work with the vendors to present their program information on the NDPERS website and online at the June virtual NDPERS Payroll Conference.

If you have any questions, we will be available at the NDPERS Board meeting.

Board Action Requested:

Approve the EAP vendors as agency choices for the 2021-2023 biennium.

EAP Features	Minimum	Vendor
EAP Established	1 year	The CHI St. Alexius Health Employee Assistance Program (EAP) was established in 1982.
Number of Annual Sessions Per Individual	6	The CHI St. Alexius Health EAP will continue to exceed the minimum number of annual sessions. We will provide up to eight (8) sessions per individual, per year, per assessed issue. When couple or family sessions are provided, participation in these sessions will be counted towards the individual eligibility of each participant.
Number of Annual Sessions Per Incident	6 (Full Individual Minimum)	Should the same plan member return to the EAP based on another incident, a second counseling intervention would be provided to the plan member based on this new incident. For each incident, assuming the incidents are different and unrelated from previous incidents, based on professional assessment, the plan member could be eligible to receive eight additional sessions.
Coverage	Employee and Dependents	We provide coverage for employee spouses and/or dependent children under age 26, living either in home or out-of-home as defined by statute. Retirees are covered during 3 months post retirement. Employees impacted by Reduction in Force (RIF) are covered during 3 months post RIF separation from agency.
Staffing	Licensed Social Workers	All of the EAP clinical staff exceed the minimum licensing requirements. All EAP clinicians are fully licensed by the Board of Counseling, Social Work or Addiction. Some of the clinicians are licensed by more than one Board. All North Dakota state licensure standards are met.
Appointment Timing	Within 72 hours	Within 24-48 hours.
Emergency Appointments	Within 24 hours	Within 16 hours.



EAP Features	Minimum	Vendor
Weekend/Holiday Appointments	Emergency	Emergency
1-800 number	Minimum one line	The CHI St. Alexius Health EAP 1-800 line is a dedicated "T-1" line. This line has 24 incoming channels which could be accessed simultaneously by individuals calling in to the program.
Phone Counseling	Minimum one staffed line	Phone counseling is available 24 hours a day and seven days a week, holidays included. The phone counseling is staffed by the EAP clinicians.
24 hour Crisis 'Hot' Line Staffing	Minimum one staffed line by LSW	This minimum requirement is exceeded. All EAP clinicians who staff the Crisis 'Hot' Line are fully licensed by the Board of Counseling, Social Work or Addiction. Some of the clinicians are licensed by more than one Board. All North Dakota state licensure standards are met.
On-site Employee Orientation	1 per year (Smaller groups may be combined)	1 per quarter if requested. Will continue to fill all agency requests.
On-site Seminars	None, except as noted in IV, A, 1, c & d	All seminar requests will be encouraged and considered. In addition, we will participate in all NDPERS functions as noted in NDPERS EAP RFP, IV, A,1,c & d.
Off-site Seminars	None, except as noted in IV, A,1, c & d	The CHI St. Alexius Health EAP provides "Enhancing Excellence in the Workplace" series consisting of leadership training and all staff educational presentations. The trainings and presentations are offered three times per year using convenient webinar technology. The trainings and presentations are offered as a courtesy to the agency or personnel who participate. In addition, we will participate in all NDPERS functions as noted in NDPERS EAP RFP, IV, A,1,c & d.
Management Training	Minimum Requirements: Stress, Conflict, Crisis, Change Management	The CHI St. Alexius Health EAP provides management training through the "Enhancing Excellence in the Workplace" and offers onsite training on an as requested or as needed basis. Additional management training topics are available as well.
Management Consulting	Available to all supervisory/management staff	The CHI St. Alexius Health EAP provides extensive management consultation to all agencies

EAP Features	Minimum	Vendor
		covered by the program. The EAP staff is experienced in dealing with challenging work site problems and includes these services as an integrated component available to all administrators, managers and supervisors. Consultations can be done over the phone, in face-to-face sessions or via email.
Additional/Specialty Services Available	@ Additional Cost	At additional cost with authorization from agency designee.
Employee Newsletters Supervisory Newsletters Internal Marketing Material (i.e., payroll stuffers, posters, etc.)	Quarterly Biannually As needed	All minimums exceeded. Six times a year the email publication Health @ Work is provided to all agencies and it employees provided that access to emails has been provided. This publication will include Professional and Supervisory Updates, Occupational and Wellness information and calendar of pertinent medical events. Informational brochures, posters and wallet cards are distributed. Additional informational materials are available as requested.
Agency Reporting - Utilization	Quarterly with Annual to Date	All minimums exceeded. Customized utilization reports will continue to be made available to the agencies as requested.
Price	\$1.54 Maximum	\$1.54
OTHER UNIQUE FEATURES		<p>ZOOM a HIPAA compliant internet based, counseling is offered for the convenience of all employees. All EAP clinicians providing ZOOM counseling services are fully licensed by the Board of Counseling, Social Work or Addiction. All employees have access to helpful resources via the CHI St. Alexius Health EAP website at <a href="https://www.chistalexiushealth.org/bismarck/facilities/employee-assistance-program">https://www.chistalexiushealth.org/bismarck/facilities/employee-assistance-program</a></p> <p>EAP is part of the Company Care Network providing access to other services related to occupational medicine, ergonomic, wellness, and physical therapy. These related services are provided at additional costs to the agency. Some ergonomic services may be partially covered by WSI programs working in conjunction with Company Care Physical Therapists.</p>

# LIVE WELL SOLUTIONS



EAP Features	Minimum	Vendor
EAP Established	1 year	Exceeds LWS was formed in 2008.
Number of Annual Sessions Per Individual	6	Exceeds LWS agrees to provide 6 sessions. Additional session models are available at client's request.
Number of Annual Sessions Per Incident	6 (Full Individual Minimum)	Meets/Exceeds LWS agrees to provide 6 sessions per incident. Additional session models are available at client's request.
Coverage	Employee and Dependents	Meets/Exceeds LWS is willing to extend services to all household members.
Staffing	Licensed Social Workers	Meets/Exceeds Staff is either Licensed Social Workers, Licensed Clinical Counselor or PHD level Licensed Psychologists
Appointment Timing	Within 72 hours	Meets/Exceeds
Emergency Appointments	Within 24 hours	Meets/Exceeds
Weekend/Holiday Appointments	Emergency	Meets/Exceeds
1-800 number	Minimum one line	Meets/Exceeds
Phone Counseling	Minimum one staffed line	Meets/Exceeds
24 hour Crisis 'Hot' Line Staffing	Minimum one staffed line by LSW	Meets/Exceeds
On-site Employee Orientation	1 per year (Smaller groups may be combined)	Meets/Exceeds LWS will provide annual employee orientations.

On-site Seminars	None, except as noted in IV, A, 1, c & d	Meets/Exceeds LWS is offering 4 bundled hours to be used for additional training.
Off-site Seminars	None, except as noted in IV, A, 1, c & d	Meets/Exceeds LWS is offering 4 bundled hours to be used for additional training.
Management Training	Minimum Requirements: Stress, Conflict, Crisis, Change Management	Meets/Exceeds In addition to annual management training, LWS is offering 4 bundled hours to be used for additional training.
Management Consulting	Available to all supervisory/management staff	Meets/Exceeds
EAP Features	Minimum	Vendor
Additional/Specialty Services Available	@ Additional Cost	24 Hour Nurseline \$.33 pepm. <u>Healthy Workplace Wellness</u>
Employee Newsletters Supervisory Newsletters Internal Marketing Material	Quarterly Biannually As needed	Meets/Exceeds
Agency Reporting - Utilization	Quarterly with Annual to Date	Meets/Exceeds
Price	\$1.54 Maximum	\$1.50
OTHER UNIQUE FEATURES		See included worklife and online services sections.



RFP Chart Response	
EAP Established (years in operation)	38 Years
Number of Annual Sessions Per Individual	8 per issue, per year
Number of Annual Sessions Per Incident	8 per issue, per year
Coverage/Eligible Members	Employee, spouse, and dependents
Staffing	Master's level Mental Health Professionals
Appointment Timing	Scheduled within 72 hours, at members convenience
Emergency Appointment Timing	Scheduled within 24 hours, at members convenience
Weekend/Holiday Appointments	Emergency, as needed. <b>eni's</b> call center is also available live, 24/7/365, to offer in-the-moment support for members calling regarding critical issues
1-800 Number	Agreed, One Line – 1-800-327-2255
Phone Counseling	Agreed, One Line – 1-800-327-2255
24 Hour Crisis 'Hot' Line Staffing	Agreed - <b>eni's</b> call center is available 24/7/365 live, and staffed by Master's level Mental Health Professionals to offer in-the-moment support for members calling regarding critical issues

On-Site Employee Orientation	1 Per Year – unlimited via web conference or recording
RFP Chart Response (Cont.)	
On-Site Seminars	Agreed, in accordance with RFP requirements
Off-Site Seminars	Agreed, in accordance with RFP requirements
Management Training	Agreed – minimum offering will include Stress, Conflict, Crisis, and Change Management with
Management Consulting	Agreed – available through our 1-800-327- 2255 service center supervisors and managers
Additional/Specialty Services Available	For full breakdown of EAP service offering, see chart on following page titled
Employee Newsletters	Monthly (minimum)
Supervisory Newsletters	Monthly – Same as above (minimum)
Internal Marketing Materials	Agreed – provided as needed
Agency Utilization Reporting	Semi-annual, or annual reporting, by request
Member Satisfaction Survey	Can be implemented by request with reporting provided semi-annually or annually
Price	See chart on following page titled “Program Features & Fees”
PROGRAM FEATURES & FEES	



Short-Term Mental Health Counseling	Up to 8 sessions of Face-to-Face, Telephonic, or Video Sessions per member per
Virtual Concierge Services	Unlimited Use
Legal Support	One session, per issue, per year, with an unlimited number of issues
Financial Support	One session, per issue, per year, with an unlimited number of issues
Health Advocacy Services	Unlimited Use
Wellness Resources & Coaching	Unlimited Resource Gathering, and up to one session of health coaching per week
Entertainment Discounts	Unlimited Use
E-Learning	Unlimited Use
HR/Supervisory/Management Support and Education	Unlimited Use
Full Promotional Campaign	Included
Integrated Mobile App & Web Portal	Included
Trauma Response (CISDs)	1 hour included, per agency, per year. Additional hours billed at \$250/hour
Corporate Training Sessions	1 hour included, per agency, per year. Additional hours billed at \$250/hour
PEPM Cost for Eligible Members:	\$1.30



## EMPLOYEE ASSISTANCE PROGRAM

EAP Features	Minimum	Vendor
EAP Established	1 year	1972
Number of Annual Sessions Per Individual	6	Minimum of 8 sessions per household and a total of four sessions per household member. The number of sessions are combined to be used as needed within the scope of EAP (for example, a household of four would have 16 sessions and one person could use all 16 if needed)
Number of Annual Sessions Per Incident	6 (Full Individual Minimum)	No household will have fewer than 8 sessions (in office or web-based sessions)
Coverage	Employee and Dependents	All Employees and their household members
Staffing	Licensed Social Workers	Master's degree in a human services field, licensed in the state they practice and meet requirements to be an approved Village network provider
Appointment Timing	Within 72 hours	Within 72 hours
Emergency Appointments	Within 24 hours	Within 24 hours
Weekend/Holiday Appointments	Emergency	Emergency
1-800 number	Minimum one line	23 Lines
Phone Counseling	Minimum one staffed line	7 staffed for emergencies-mental health 4 staffed for Financial counseling Law phone also staffed
24 hour Crisis 'Hot' Line Staffing	Minimum one staffed line by LSW	7 staffed lines by Master's level LSW mental health professionals
On-site Employee Orientation	1 per year (Smaller groups may be combined)	1 minimum, also as necessary throughout the year
On-site Seminars	None, except as noted in IV, A, 1, c & d	All as noted in IV, A, 1, c & d <b>IN-PERSON On-site</b> orientations for employees & supervisors <b>PLUS:</b> -1 hour of <b>web-based on-demand</b> training from the Village training library per agency per year, 1 additional hour for every 500 FTE per agency. -VBI employs multiple professional trainers -Participate when requested in organizational on-site Health Fairs
Off-site Seminars	None, except as noted in IV, A, 1, c & d	None, except as noted in IV, A, 1, c & d
Management Training	Minimum Requirements: Stress, Conflict, Crisis, Change Management	Stress, Conflict, Crisis, Change Management See unique features below or visit <a href="http://TheVillageFamily.org/Training">TheVillageFamily.org/Training</a>

EAP Features	Minimum	Vendor
Management Consulting	Available to all supervisory/management staff	Supervisor Help-Line available to all Supervisor/Management Staff
Additional Specialty Services Available	@ Additional Cost	Formal Referrals for DFWP or Performance Issues, Crisis Service Management, Mediation, Investigations, Human Resources Services Consulting, Job Coaching, Leadership Coaching, Employee Engagement Surveys. All services at a reduced NDPERS EAP rate.
Employee Newsletters Supervisory Newsletters Internal Marketing Material (i.e., payroll stuffers, posters, etc.)	Quarterly Biannually As needed	Monthly (electronic) Quarterly (electronic) Payroll Stuffers/Internal Ads (electronic) Supervisor Guide (electronic) Posters - Minimum annual - As Needed
Agency/NDPERS Reporting - Utilization - Survey	Agency Quarterly with Annual to Date Aggregate annual report on utilization and member satisfaction to NDPERS.	Quarterly with Annual Date -100% ongoing currently  - Utilization numbers are based on direct services to clients, face-to-face counseling sessions, complete financial assessment, conversation with an attorney, and education class attended.
Price	\$1.54 Maximum	\$1.54
OTHER UNIQUE FEATURES		1 step access, Statewide service network, Accredited by Council on Accreditation; Wellness offerings – Health Risk Assessment, Nutrition Counseling, Web-Based Counseling Available in ND

## OTHER UNIQUE FEATURES

1. The Village Business Institute EAP is a full-service, comprehensive employee assistance program. Access to VBI EAP services features a one-step access to our statewide network of Village offices and affiliate providers through our professional intake staff using our toll-free line 800-627-8220. All clinical, mental health counseling staff providing EAP services in Village offices are Master's level mental health professionals, far exceeding the LSW requirements of the RFP. The 24-hour crisis staff also carries these credentials. In addition, clinicians have a minimum of three

years clinical counseling experience. The Village Family Service Center staff includes over 100 mental health professionals.

2. We offer a barrier-free intake process to make appointments for EAP services. Highest confidentiality standards are in place. We are in full compliance with all Federal Health Insurance Portability and Accountability Act. (HIPAA). A counselor is available 24 hours a day, 365 days a year. No matter when a client calls a counselor is available to speak with them.



3. We are licensed in the state of North Dakota to deliver web-based counseling services as an option for our clients.
4. The Village Business Institute's EAP offers a full range of financial counseling for all employees and their household members through our Financial Resource Center. Financial counseling may be accessed face-to-face, via the internet, or telephone. All financial counselors are Certified Consumer Credit Counselors under the National Foundation for Credit Counseling (NFCC), the highest certifying board of the credit counseling industry.
5. Individual wellness programs and educational workshops are available to employees and their household members. The Village Business Institute's EAP plans are designed with wellness and productivity in mind. Employees and their household members access services by request. Identified problems are not required to obtain services. EAP services are available to assist employees in improving their wellbeing and reduce the potential of problems occurring or worsening. Examples of these individual wellness education classes are: Stress Management, Anger Management, Parenting the Love & Logic Way, Relationships 101, Mindfulness, Drug & Alcohol Education, Money Control. VBI also offers a Health Risk Assessment in addition to nutrition counseling.
6. We also offer an EAP website (VillageEAP.com Login: NDPERS Demo) that is a resource for many areas of wellness. This site offers a variety of assistance and resources for employees, employers, and affiliates. The website is very comprehensive with an archive of VBI newsletters and provides the user the opportunity to contact The Village Business Institute's EAP with questions, comments, and feedback.
7. The Village Business Institute EAP will provide organizational support services. The Village Business Institute EAP staff will be available for intervention, assessment, referrals, consultations, and case management with supervisors or employees regarding problems in the work place. This staff stands ready to work with agencies in areas of alternative dispute resolution, harassment, and violence in the workplace, critical incidents, work performance, and change in management.
8. Management consultation through the Supervisory Help Line is unlimited under The Village Employee Assistance Program. Issues related to supervision, management, human resources, human behavior, etc. can all be addressed with our Help Line staff. We also offer a team of consultants for investigations, mediation and management coaching. Again, on-site supervisor orientation is included in the program. Other supervisor/employee training is available, and includes one hour of on-demand training for each agency, and an additional on-demand web based one hour per 500 covered employees per agency. Check out the VBI training link for additional information: [TheVillageFamily.org/Training](http://TheVillageFamily.org/Training). Additional training hours can be purchased from VBI for a reduced EAP rate.

Topics include but are not limited to:

**Team Training & Development** – Conflict Resolution; Effective Communication; Team Building; Intergenerational Teams; Dealing with Difficult Personalities; Workplace Diversity; Unintended Bias

**Supervisory Training & Development** – Supervisor Basics; Leading Effective Teams; Developing the Leader in You; Creating a Culture of Accountability; Performance Management

**Compliance Training** – Drug-Free Workplace; Reasonable Suspicion; Preventing Harassment; Handling Harassment Complaints; Workplace Violence; Bullying

**Employee Training & Development** – Overcoming Negative Attitudes; Understanding Your Communication Style; Serving the Difficult Customer; Providing Exceptional Customer Service; Emotional Intelligence

**Wellness Training** – Stress Management; Handling Personal Change; Work/Life Balance; Money Management; Mindfulness; Compassion Fatigue/Burnout; Sleep Wellness



<b>EAP Features</b>	<b>Minimum</b>	<b>Humana</b>
<b>EAP Established</b>	<b>1 year</b>	39 years
<b>Number of Annual Sessions Per Individual</b>	<b>6</b>	Humana has proposed a 6-session model.
<b>Number of Annual Sessions Per Incident</b>	<b>6 (Full Individual Minimum)</b>	Humana has proposed a 6-session model.
<b>Coverage</b>	<b>Employee and Dependents</b>	Employees and Household members. Humana defines family as all household members, such as dependents, parents, grandparents who live in the employee's home, as well as dependents who may live elsewhere, such as college students.
<b>Staffing</b>	<b>Licensed Social Workers</b>	Our EAP and network professionals all have master's- or doctoral-level degrees. They are licensed or certified within their state of practice and have the ability to conduct clinical assessments across a broad spectrum of clinical and non-clinical issues.
<b>Appointment Timing</b>	<b>Within 72 hours</b>	Up to 72 hours for routine cases and up to 24 hours for urgent cases.
<b>Emergency Appointments</b>	<b>Within 24 hours</b>	Same day for emergency cases
<b>Weekend/Holiday Appointments</b>	<b>Emergency</b>	Emergency
<b>1-800 Number</b>	<b>Minimum one line</b>	One line included
<b>Phone Counseling</b>	<b>Minimum one staffed line</b>	One staffed line included
<b>24 hour Crisis 'Hot' Line Staffing</b>	<b>Minimum one staffed line by LSW</b>	Humana's toll-free number is available 24 hours a day, seven days a week.
<b>On-site Employee Orientation</b>	<b>1 per year (Smaller groups may be combined)</b>	<p>We consider orientations to be an essential component of a successful program; therefore, we offer unlimited employee and manager orientations via webinars or teleconferences.</p> <p>Employee orientations not only assist employees in understanding how the program functions, they also increase motivation to utilize the program. During the orientation process, we also guide employees through the referral process, assuring them of the program's confidentiality. Manager orientations provide managers and</p>

EAP Features	Minimum	Humana
		supervisors an understanding of how to use the EAP as a management tool, as well as an explanation of the referral process.
<b>On-site Seminars</b>	<b>None, except as noted in IV, A, 1, c, &amp; d</b>	We have not included on-site seminars in our PEPM. Topical seminars are available on a fee-for-service basis only. Please refer to Section V, EAP Rates and Benefits for further information on our rate exhibit.
<b>Off-site Seminars</b>	<b>None, except as noted in IV, A, 1, c, &amp; d</b>	We have not included off-site seminars in our PEPM. Topical seminars are available on a fee-for-service basis and can be delivered via webinar. Please refer to Section V, EAP Rates and Benefits for further information on our rate exhibit.
<b>Management Training</b>	<b>Minimum Requirements: Stress, Conflict, Crisis, Change Management</b>	Topical seminars are available on a fee-for-service basis only. Please refer to Section V, EAP Rates and Benefits for further information on our rate exhibit.
<b>Additional/Specialty Services Available</b>	<b>@ Additional Cost</b>	Potential buy-up services are available upon request. Please refer to Section V, EAP Rates and Benefits for a list of our standard fee-for-service offerings.
<b>Employee Newsletters Supervisory Newsletters Internal Marketing Material (i.e., payroll stuffers, posters, etc.)</b>	<b>Quarterly Biannually As Needed</b>	We provide a monthly member e-newsletter.  Our communication materials include a welcome packet, online EAP and work-life videos, posters, e-newsletters, and specialized, targeted communications for populations who wish to address topics such as mental health awareness, suicide prevention, holiday and seasonal depression, and other popular emotional well-being topics.
<b>Agency/NDPERS Reporting -Utilization -Survey</b>	<b>Agency Quarterly with Annual to Date Aggregate annual report on utilization and member satisfaction to NDPERS.</b>	Humana provides comprehensive and consultative utilization reports each quarter that allow NDPERS to view trends and explore areas for improvement. Our reports are designed to demonstrate the value of our program in a practical and easily understood format, and allow NDPERS to see what is happening at a local level to better respond to the needs of site leadership. NDPERS also receives semi-annual and annual quality assurance reports.



EAP Features	Minimum	Humana
<b>Price</b>	<b>\$1.54 Maximum</b>	Our rates range from \$1.52 PEPM to \$1.36 PEPM depending on the total employee count of the agency electing our EAP. Please refer to Section V, EAP Rates and Benefits for full pricing information.
<b>Other Unique Features</b>		<p>One of our unique features is our one-stop portal that enables benefits administrators and wellness program champions to create, customize, and download or print promotional messaging within minutes. Included in the cost of your program, Communications Builder makes promoting your wellness program simple and quick. Choose from an ever-expanding library of communications materials – many with photo options you can choose – including:</p> <ul style="list-style-type: none"> <li>• Onboarding and implementation pieces including employee and manager one-pagers, member cards, and brochures</li> <li>• Topical flyers, one-pagers, and direct-to-home postcards covering high-interest subjects like adult care and multi-generational caregiving, work-life balance, depression and anxiety, childcare and parenting, stress, and much more</li> <li>• Multi-channel campaigns on topics such as mental health awareness, workplace well-being, suicide prevention, and dealing with holiday stress</li> <li>• Use your custom communications to get your teams started in your new wellness program, for promoting awareness throughout the year in tandem with your monthly wellness calendar or for highlighting program features during a health fair or company initiative. It's easy – training is provided to get you started and your group's unique information including program access credentials and branding features (if desired) are pre-loaded. Just log in, review the marketing library and select the piece you are looking for, and a few clicks later, your customized communication piece is ready for distribution.</li> </ul> <p>Lastly, our "Member Self-service" portal allows users to enter non-emergency/non-crisis requests for support which are responded to promptly. Select from EAP, Legal/Financial, Childcare, Elder care and Convenience request forms to start your inquiry.</p>

<b>EAP Features</b>	<b>Minimum</b>	<b>Vendor</b>
EAP Established	1 year	37 years
Number of Annual Sessions Per Individual	6	6 sessions per issue, per person (spouse, dependents), per year
Number of Annual Sessions Per Incident	6 (Full Individual Minimum)	6 sessions per issue, per person (spouse, dependents), per year
Coverage	Employee and Dependents	Employee and Dependents, whether at home or away
Staffing	Licensed Social Workers	Intake clinicians have a master's degrees in counseling, social work or other related behavioral areas
Appointment Timing	Within 72 hours	An average of 3 days, 6 days a week
Emergency Appointments	Within 24 hours	Immediate
Weekend/Holiday Appointments	Emergency	Available 6 days a week, depending on scheduling availability
1-800 number	Minimum one line	Designated or dedicated line, based on the number of employees, answered live 24/7 by master's-level clinicians
Phone Counseling	Minimum one staffed line	We have 25 telehealth counselors on staff, in addition to our network counselors. Telephone counseling involves the same procedures as in-person counseling, including assessment and treatment.
24 hour Crisis 'Hot' Line Staffing	Minimum one staffed line by LSW	Designated or dedicated line, based on the number of employees, answered live 24/7 by master's-level clinicians
On-site Employee Orientation	1 per year (Smaller groups may be combined)	1 hour per every 250 employees, four delivery options available
On-site Seminars	None, except as noted in IV, A, 1, c & d	1 hour per every 250 employees, four delivery options available
Off-site Seminars	None, except as noted in IV, A, 1, c & d	1 hour per every 250 employees, four delivery options available
Management Training	Minimum Requirements: Stress, Conflict, Crisis, Change Management	1 hour per every 250 employees, four delivery options available
Management Consulting	Available to all supervisory/management staff	Unlimited, included
Additional/Specialty Services Available	@ Additional Cost	Computerized cognitive behavioral therapy at \$0.25 per employee per month
Employee Newsletters Supervisory Newsletters Internal Marketing Material (i.e., payroll stuffers, posters, etc.)	Quarterly Biannually As needed	Monthly newsletters, communication materials as needed
Agency/NDPERS Reporting - Utilization	Agency Quarterly with Annual to Date Aggregate annual report on utilization	Quarterly and annual utilization reports, satisfaction survey information included in
- Survey	and member satisfaction to NDPERS.	reports
Price	\$1.54 Maximum	\$1.51 per employee per month, annual minimum of \$2,500 per group
OTHER UNIQUE FEATURES		



EAP Features	Minimum	Vendor
EAP Established	1 year	Exceeds
Number of Annual Sessions Per Individual	6	Meets
Number of Annual Sessions Per Incident	6 (Full Individual Minimum)	Meets
Coverage	Employee and Dependents	Meets
Staffing	Licensed Social Workers	Exceeds
Appointment Timing	Within 72 hours	Exceeds
Emergency Appointments	Within 24 hours	Exceeds
Weekend/Holiday Appointments	Emergency	Meets
1-800 number	Minimum one line	Meets
Phone Counseling	Minimum one staffed line	Meets
24 hour Crisis 'Hot' Line Staffing	Minimum one staffed line by LSW	Meets
On-site Employee Orientation	1 per year (Smaller groups may be combined)	Exceeds
On-site Seminars	None, except as noted in IV, A, 1, c & d	Exceeds
Off-site Seminars	None, except as noted in IV, A, 1, c & d	Exceeds
Management Training	Minimum Requirements: Stress, Conflict, Crisis, Change Management	Meets
Management Consulting	Available to all supervisory/management staff	Meets
Additional/Specialty Services Available	@ Additional Cost	Exceeds
Employee Newsletters Supervisory Newsletters Internal Marketing Material (i.e., payroll stuffers, posters, etc.)	Quarterly Biannually As needed	Meets
Agency/NDPERS Reporting - Utilization - Survey	Agency Quarterly with Annual to Date Aggregate annual report on utilization and member satisfaction to NDPERS.	Meets
Price	\$1.54 Maximum	Exceeds (\$1.50)
OTHER UNIQUE FEATURES	Pricing:  Self-Pay counseling services = \$99 for 45 mins. Medication Managements = \$149 for 25 mins Physical Assessments = \$200 per session Mental Assessments = \$250 per session On-site Group Sessions = \$50 per person Virtual Group Sessions = \$30 per person	Exceeds Exceeds Exceeds Exceeds Exceeds Exceeds



# Memorandum

**TO:** NDPERS Board

**FROM:** Derrick Hohbein

**DATE:** May 11, 2021

**SUBJECT:** Office Relocation Update

As you are aware, staff has begun the preparation for the office relocation to the WSI building for next biennium. Staff plans to bring forward a monthly update to the Board to discuss progress, provide an update on estimated costs, and seek any contract approvals needed from the Board to proceed. These memos each month will keep running totals so the Board has full transparency regarding what this relocation effort will cost.

At the April 2021 Board meeting, the Board approved the cost quotes associated with securing our office, network connection and sprinkler head installations, procuring office chairs, as well as the cost to move office furniture to our new location. Staff wanted to provide the update that all necessary quotes have been signed and the process on all those efforts has been put into motion.

At the March 2021 Board meeting, the Board approved the procurement of the DIRT walls for the visitor offices at a cost of \$18,719. Because the Department of Commerce is relocating earlier than expected we were able to save \$700 on this quote because the vendor will not need to make multiple trips to have these offices installed. The final quote for the DIRT walls in the Visitor Offices will be \$18,019.

Attachment A includes a cost quote from Fireside to replace the Kyocera copier/scanner in our office. This machine will be located just outside of the visitor offices and offers staff the convenience and ability to copy and scan documents from our members and now the ability to print. Staff took this opportunity to research a new multifunction machine because the current printer is too large to comfortably fit the space at the Commerce location. The multifunction printer on this cost quote fits the space at Commerce perfectly, copies more sheets per minute than the current machine, and is \$67.55 less per month than the current machine. This equates to a cost reduction of \$1,621.20 per biennium.

The biggest expense we have left to finalize is the customization of the hoteling area. Unfortunately, until the Department of Commerce has a handle on the makeup of their new office, what is needed in this area continues to remain an unknown. What we are seeking approval on today would represent the worst case scenario from a cost perspective.

At the March 2021 Board meeting, Staff discussed the agency's complications with confidentiality requirements. Measures have historically been taken so internal staff does not have access to information they wouldn't need to perform their job duties. This includes limiting access to information in our business system, turning documents face down on desks, not looking at a coworker's computer screen if uninvited, doors on offices, etc. Staff has two cost estimates for the Board's consideration to help alleviate some of these security concerns in the hoteling area if the Board wants to try and maintain this level of security.

The first estimate would be to 'frost' the glass that is on the walls of the hoteling offices. The hoteling offices have 6 foot walls, and the top 18" is clear glass (as seen in Attachment B). These windows create confidentiality concerns with staff members seeing information in a coworkers office to which they shouldn't otherwise be privy. The estimate for the privacy film to frost the glass is \$1,860 and would allow light to enter the office but would prevent someone from seeing the information in the office. Staff anticipates the actual cost will be lower than the quoted price, assuming we will be able to repurpose some of the Department of Commerce's cubicle panels.

The second estimate Staff would like the Board to consider is adding a sliding door to each hoteling office. Staff feels this addition alleviates a few concerns we have heard from the staff members that will be occupying this space. Adding a door to each hoteling office will not only help alleviate privacy and security concerns, but also add another sound barrier to help keep the noise levels in the hoteling area to a minimum. The total cost to add 8 doors to the hoteling area is part of the quote on Attachment C, and totals \$10,790.24. An example of what these doors will look like – minus all the glass on the front – is shown in Attachment D.

The rest of the quote on Attachment C represents the worst case scenario to customize the offices to meet our business needs, and totals \$12,859.08. We anticipate the Department of Commerce will have items that we can repurpose and will ultimately reduce this quoted price (for instance the rising desks and legs Commerce anticipates having would save over \$5,000 alone). Staff intends on repurposing as many pieces as possible, and intend to report the final cost at a future Board meeting.

We also know there are other essential upgrades we need to make to make this office space meet our business needs. Some of the customizations we anticipate needing include monitors, keyboards, mice, rising desk legs, purchasing the furniture that the Department of Commerce is leaving behind, and other items that currently remain unknown. Unfortunately, because we don't know what the Department of Commerce is all leaving behind, and because the Board only meets once per month, staff is proposing approving a \$20,000 ceiling for these essential expenses on a "not to exceed" basis. This will give Staff the flexibility of procuring the equipment necessary to keep our timeline on track, and Staff will provide cost updates at future Board meetings as these customizations progress.

At this time we do not anticipate needing to use contingency funding to make this office move a success. We are trending below our expectations on our operating expenditures for this biennium because of a reduction in activities due to the pandemic. We are trying to procure and receive as many pieces to this puzzle as we can in the current biennium since we do not know what our appropriation for next biennium will look like. The Legislative Assembly also did not reduce our rent by the \$50,000 of savings we anticipate having in the 2021-2023 biennium to help us accommodate this move.

A summary of ongoing work efforts, expected costs, actual costs, and current status is outlined below:

Activity	Cost Quote	Actual Cost	Status
Cost to move 15 walled offices	\$ 9,623.40		Approved March 2021
Visitor office DIRT walls	18,719.00	18,019.00	Approved March 2021
Visitor office HVAC/Lighting/Fire alarm	6,275.00		Approved March 2021
Cost to move one sprinkler head	750.00		Approved April 2021
NDIT cost to move network connections	762.00		Approved April 2021
Customization of hoteling area			
8 chairs	7,171.60		Approved April 2021
Privacy film on windows	1,860.00		Seeking Board Approval
Doors	10,790.24		Seeking Board Approval
Office customization	12,859.08		Seeking Board Approval
Secure office with locked doorways	55,000.00		Approved April 2021
Add secure window between reception area and back office	3,000.00		Approved April 2021
Telecom system and lock the front door	15,500.00		Approved April 2021
Secure glass on the front door	1,300.00		Approved April 2021
Fettes Transportation Systems (state contract)	8,520.00		Approved April 2021
Fireside – printer for visitor centers	118.00/month + 75.00		Seeking Board Approval
Remaining costs not to exceed	20,000.00		Seeking Board Approval
Update signs inside and outside the office	-		WSI pays
Update lettering on front door glass	-		WSI pays

The layout of the new office space is included in Attachment E so the Board can get a feel for the office space that will be dedicated to our agency.

### Board Action Requested

Consider and approve the attached cost proposal for the following:

- 1) Cost to procure a new multi-function printer with Fireside – and authorize Scott to sign the quote (\$75 plus \$118/month)
- 2) Cost to add privacy film to hoteling office walls – (\$1,860)
- 3) Cost to procure 8 doors for the hoteling area – and authorize Scott to sign the quote (\$10,790.24)
- 4) Cost to customize the rest of the office space to meet our business needs – and authorize Scott to sign the quote (\$12,859.08)
- 5) Cost not to exceed \$20,000 to procure remaining essential items– and authorize Scott to sign quotes if necessary

Staff is available to answer any questions the Board may have.





(stand not pictured)

## New Kyocera M3655idn

Desktop, Monochrome printer, MF  
Manufacturing Status: New  
Dry, dual component toner  
Dataquest Segment: 4  
Max Monthly Duty Cycle: 150,000 impressions

**Monthly Rental**  
**\$118**

### **FEATURES:**

- Copy/Print/Color Scan/Fax
- 57 ppm black
- 100 sheet dual scan document processor
- 2 x 500 sheet paper trays
- 100 sheet multipurpose tray
- Max size paper: 8.5" x 14"
- Duplexing
- Stand – will send picture of stand

\*The monthly rental agreement will include 15,000 prints per year. Overage will be \$0.01 per print and billed annually. The service agreement will cover all parts and labor on your copier/printer **including toner**, maintenance kits, fuser and drum but **EXCLUDES** paper. Service will read the meters electrically and have then sent to Fireside.

**DELIVERY, INSTALLATION, INITIAL TRAINING, COMPUTER SETUP**

One hour of Network/PC support at time of initial installation .....Included

Prepared by Sondra Oster  
For NDPERS  
April 16, 2021

Proposal Accepted by \_\_\_\_\_ Date \_\_\_\_\_

By signing this proposal, you are authorizing Fireside Office Solutions to order, install and invoice the above listed equipment.

\*Rental is a 3-year minimum and \$75 documentation fee.



# Attachment C



## ND Public Employees Retirement System

CENTURY AVE LOCATION - HOTELING

**Date: 4/30/2021**

Prepared For: Jan Lund

Quote Number: 5891-30748

Valid For 30 Days

Prepared by: Kyle Hellman

Confidential

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# CUSTOMER QUOTE

# 5891-30748

Expires: 5/30/2021

## Bill To

Jan Lund  
ND Public Employees Retirement System  
Bismarck  
400 East Broadway  
Bismarck, ND 58502

## Ship To

InterOffice - BIS WAREHOUSE  
1505 East Front Avenue, Unit 4  
Bismarck, ND 58504

## Install To

Century Ave Location  
ND Public Employees Retirement System  
Bismarck  
400 East Broadway  
Bismarck, ND 58502

## Century Avenue location Hoteling Area Re-Set

project #	salesperson	quote name	payment terms	print date
5891	Kyle Hellman	New Option	Net 15	4/30/2021

LINE #	QTY	UNIT	PART # / DESCRIPTION	PRICE EA	EXT PRICE
1	8.00	EA	SA659107 / AO2 Rolling Door	\$1,348.78	\$10,790.24

### OPTIONS

Standard Product Reference:AO2 Rolling Door  
Modified Product Reference::Options Rolling Door  
Deviation::Options Rolling Door  
Height:67:Door Will Be 67" High, Rolling Next To A 67" High Adjacent Ao2 Panel.  
Thick Panel Base::Base Of Panel Will Be Thick. (Old Style A1 Series)  
Width:48:Door Is 48" Wide, Closing A 36" Opening, Rolling Next To A (Minimum) 48" Wide Adjacent Ao2 Fabric Panel.  
Surface Material:\*\*:Insert Will Be J9 Opal Frosted Plexiglass Insert.  
Door Frame/Post Finish:Mt:Frame Finish Is Mt Receiver Post, (Which Replaces A Finished End) For Closing Side Is Included And Is Mt Finish With Mt Cable Management Finish.  
Lock::Door Includes A Lock That Can Be Locked From The Outside. (Assuming Door Is Rolling Outside The Station)  
Pull And Lock Housing Finish.:Mt:M

2	1.00	EA	A1120.8512N / Panel,Fabric Npwr 85H 12W	\$192.00	\$192.00
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### OPTIONS

HF Inner Tone Light (Trim/Top Cap Finish)  
MT Medium Tone (Cable Management Finish)  
49 Vertical Surface Blend-Pr Cat 2 (Surface Finish Side 1)  
05 Vertical Surface Blend Purple Grey (49\_Colors)  
49 Vertical Surface Blend-Pr Cat 2 (Surface Finish Side 2)  
05 Vertical Surface Blend Purple Grey (49\_Colors)

3	1.00	EA	A1120.8518N / Panel,Fabric Npwr 85H 18W	\$221.12	\$221.12
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### OPTIONS

HF Inner Tone Light (Trim/Top Cap Finish)  
MT Medium Tone (Cable Management Finish)  
49 Vertical Surface Blend-Pr Cat 2 (Surface Finish Side 1)  
05 Vertical Surface Blend Purple Grey (49\_Colors)  
49 Vertical Surface Blend-Pr Cat 2 (Surface Finish Side 2)  
05 Vertical Surface Blend Purple Grey (49\_Colors)

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# CUSTOMER QUOTE

# 5891-30748

Expires: 5/30/2021

LINE #	QTY	UNIT	PART # / DESCRIPTION	PRICE EA	EXT PRICE
4	1.00	EA	A1125.8536N / Panel,Tack Acoust-Barrier Npwr 85H 36W	\$338.24	\$338.24
			OPTIONS		
			HF Inner Tone Light (Trim/Top Cap Finish)		
			MT Medium Tone (Cable Management Finish)		
			49 Vertical Surface Blend-Pr Cat 2 (Surface Finish Side 1)		
			05 Vertical Surface Blend Purple Grey (49_Colors)		
			49 Vertical Surface Blend-Pr Cat 2 (Surface Finish Side 2)		
			05 Vertical Surface Blend Purple Grey (49_Colors)		
5	1.00	EA	A1125.8542N / Panel,Tack Acoust-Barrier Npwr 85H 42W	\$355.52	\$355.52
			OPTIONS		
			HF Inner Tone Light (Trim/Top Cap Finish)		
			MT Medium Tone (Cable Management Finish)		
			49 Vertical Surface Blend-Pr Cat 2 (Surface Finish Side 1)		
			05 Vertical Surface Blend Purple Grey (49_Colors)		
			49 Vertical Surface Blend-Pr Cat 2 (Surface Finish Side 2)		
			05 Vertical Surface Blend Purple Grey (49_Colors)		
6	2.00	EA	A1230.85H / Conn,3-Way 90 Deg Hard 85H	\$104.32	\$208.64
			OPTIONS		
			HF +Inner Tone Light (Surface Finish)		
			MT +Medium Tone (Cable Management Finish)		
7	2.00	EA	A1271.85H / Fin End 85H	\$24.96	\$49.92
			OPTIONS		
			HF +Inner Tone Light (Surface Finish)		
			MT +Medium Tone (Cable Management Finish)		
8	2.00	EA	AO215.80 / Draw Rod 80H	\$10.56	\$21.12
					
9	3.00	EA	A1230.67H / Conn,3-Way 90 Deg Hard 67H	\$91.84	\$275.52
			OPTIONS		
			HF Inner Tone Light (Surface Finish)		
			MT Medium Tone (Cable Management Finish)		
10	3.00	EA	A1220.67H / Conn,2-Way 90 Deg Hard 67H	\$54.72	\$164.16
			OPTIONS		
			HF +Inner Tone Light (Surface Finish)		
			MT +Medium Tone (Cable Management Finish)		



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




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# CUSTOMER QUOTE

# 5891-30748

Expires: 5/30/2021

LINE #	QTY	UNIT	PART # / DESCRIPTION	PRICE EA	EXT PRICE
11	6.00	EA	A1271.67H / Fin End 67H  OPTIONS HF +Inner Tone Light (Surface Finish) MT +Medium Tone (Cable Management Finish)	\$23.04	\$138.24
12	4.00	EA	A2350.3072L / Penin,Sq-Edge Round-End, Lam Top/TP Edge 30D 72W  OPTIONS HF +Inner Tone Light (Top Finish) HF +Inner Tone Light (Edge Finish) MT +Medium Tone (Leg Finish)	\$273.28	\$1,093.12
13	8.00	EA	DV7AC.24E1 / Ht Adj Base Kit w/ C-Foot,24" d (23" surf size),electric std range,legs outbd (no surf mounted storage)  OPTIONS SUD @Simple Up Down - Paddle Switch (Switch Option) MS @Metallic Silver Leg With Metallic Silver Fo (Leg/Foot Finish) 57 @Glides (Glides)	\$588.88	\$4,711.04
14	1.00	EA	A1120.6712N / Panel,Fabric Npwr 67H 12W  OPTIONS HF Inner Tone Light (Trim/Top Cap Finish) MT Medium Tone (Cable Management Finish) 49 Vertical Surface Blend-Pr Cat 2 (Surface Finish Side 1) 05 Vertical Surface Blend Purple Grey (49_Colors) 49 Vertical Surface Blend-Pr Cat 2 (Surface Finish Side 2) 05 Vertical Surface Blend Purple Grey (49_Colors)	\$168.96	\$168.96
15	1.00	EA	A1125.6724N / Panel,Tack Acoust-Barrier Npwr 67H 24W  OPTIONS HF Inner Tone Light (Trim/Top Cap Finish) MT Medium Tone (Cable Management Finish) 49 Vertical Surface Blend-Pr Cat 2 (Surface Finish Side 1) 05 Vertical Surface Blend Purple Grey (49_Colors) 49 Vertical Surface Blend-Pr Cat 2 (Surface Finish Side 2) 05 Vertical Surface Blend Purple Grey (49_Colors)	\$243.84	\$243.84
16	2.00	EA	A1125.6730N / Panel,Tack Acoust-Barrier Npwr 67H 30W  OPTIONS HF Inner Tone Light (Trim/Top Cap Finish) MT Medium Tone (Cable Management Finish) 49 Vertical Surface Blend-Pr Cat 2 (Surface Finish Side 1) 05 Vertical Surface Blend Purple Grey (49_Colors) 49 Vertical Surface Blend-Pr Cat 2 (Surface Finish Side 2) 05 Vertical Surface Blend Purple Grey (49_Colors)	\$262.72	\$525.44
17	1.00	EA	A2310.2430L / Work Surf,Sq-Edge Rect, Lam Top/TP Edge 24D 30W  OPTIONS HF +Inner Tone Light (Top Finish) HF +Inner Tone Light (Edge Finish) HF +Inner Tone Light (Support Finish)	\$94.40	\$94.40

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# CUSTOMER QUOTE

# 5891-30748

Expires: 5/30/2021

LINE #	QTY	UNIT	PART # / DESCRIPTION	PRICE EA	EXT PRICE
18	1.00	EA	A2310.2448L / Work Surf,Sq-Edge Rect, Lam Top/TP Edge 24D 48W	\$122.24	\$122.24
<div>  <div> <b>OPTIONS</b> <hr/> <div> <div>HF</div> <div>Inner Tone Light (Top Finish)</div> </div> <div> <div>HF</div> <div>Inner Tone Light (Edge Finish)</div> </div> <div> <div>HF</div> <div>Inner Tone Light (Support Finish)</div> </div> </div> </div>					
19	2.00	EA	A2310.2460L / Work Surf,Sq-Edge Rect, Lam Top/TP Edge 24D 60W	\$156.48	\$312.96
<div>  <div> <b>OPTIONS</b> <hr/> <div> <div>HF</div> <div>Inner Tone Light (Top Finish)</div> </div> <div> <div>HF</div> <div>Inner Tone Light (Edge Finish)</div> </div> <div> <div>HF</div> <div>Inner Tone Light (Support Finish)</div> </div> </div> </div>					
20	1.00	EA	A2310.2472L / Work Surf,Sq-Edge Rect, Lam Top/TP Edge 24D 72W	\$177.60	\$177.60
<div>  <div> <b>OPTIONS</b> <hr/> <div> <div>HF</div> <div>Inner Tone Light (Top Finish)</div> </div> <div> <div>HF</div> <div>Inner Tone Light (Edge Finish)</div> </div> <div> <div>HF</div> <div>Inner Tone Light (Support Finish)</div> </div> </div> </div>					
21	21.00	Hour	Design Fees - STATE OF ND Contract Design Fee & Project Management / Hourly design fee at the State of ND rate	\$65.00	\$1,365.00
22	1.00	EA	Installation - STATE OF ND Contract Fees RT / Regular office hour delivery/installation charges at the State of ND rate	\$2,080.00	\$2,080.00

Customer Sign-Off

(Option Total)

Authorized Signature

Accepted Date

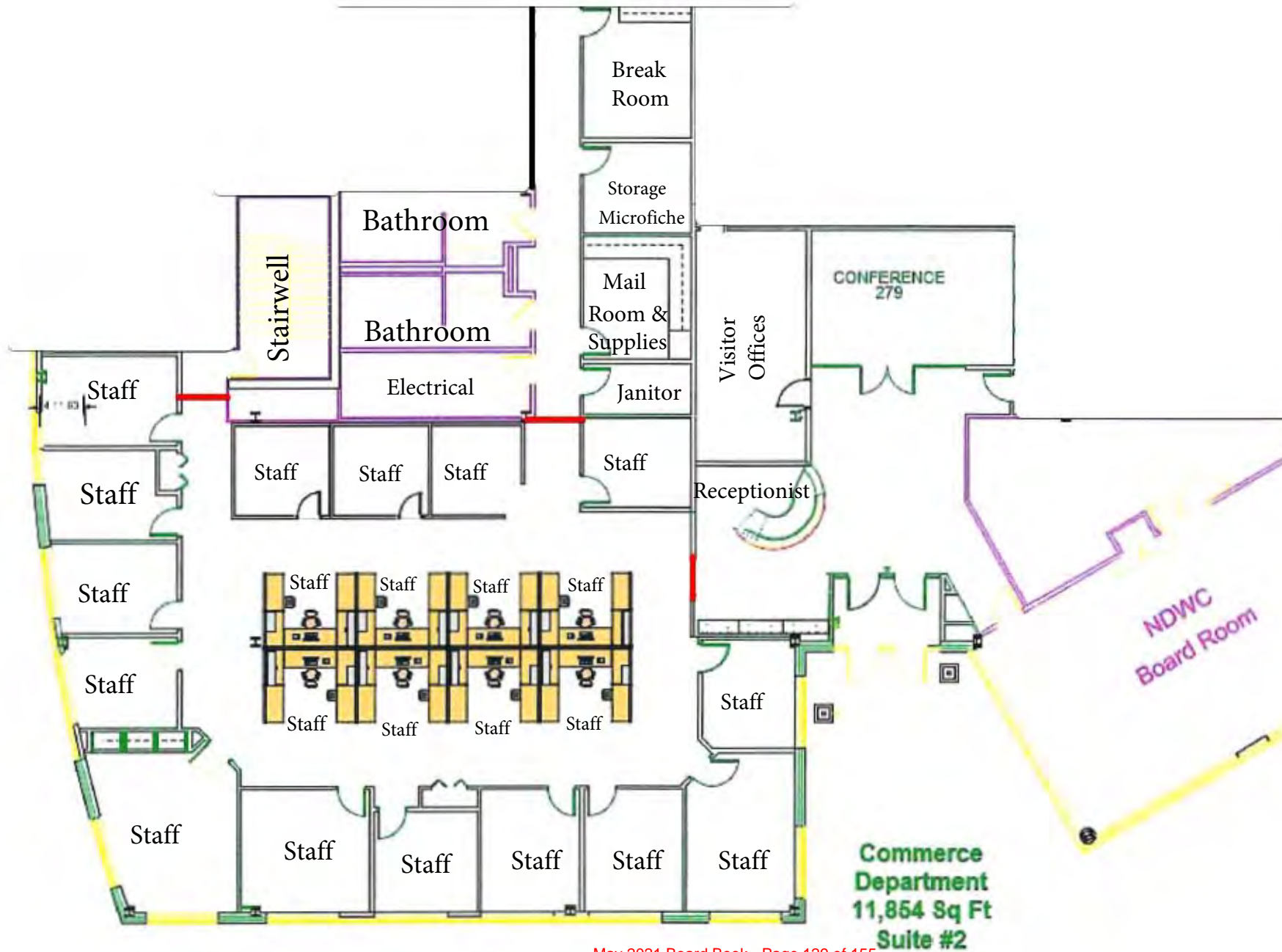
Print Name

subtotal	\$23,649.32
sales tax	\$0.00
<b>total</b>	<b>\$23,649.32</b>





# Attachment E





**North Dakota  
Public Employees Retirement System**  
400 East Broadway, Suite 505 • Box 1657  
Bismarck, North Dakota 58502-1657

**Scott A. Miller**  
Executive Director  
(701) 328-3900  
1-800-803-7377

---

Fax: (701) 328-3920   Email [ndpers-info@nd.gov](mailto:ndpers-info@nd.gov)   Website <https://ndpers.nd.gov>

# Memorandum

**TO:** NDPERS Board

**FROM:** Scott

**DATE:** May 11, 2021

**SUBJECT:** November Board Planning Meeting

I'd like to begin the conversation regarding what the Board would like to do for its biennial Planning Meeting. As those of you who were here (whether in Bismarck or Chicago) will remember, at the November 2019 Board Planning Meeting we had the following agenda:

- A. Agency Overview
  - Executive Director Overview
  - Benefits Division
  - Operations Division
  - Internal Audit Division
- B. Strategic Planning
- C. Legislative Planning

We could certainly do a similar set of activities this November, or we could mix it up and try something else. We'll chat about those possibilities and get some initial input from you at the May meeting, and we can continue the conversation in June if necessary.



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# Memorandum

**TO:** NDPERS Board

**FROM:** Scott

**DATE:** May 11, 2021

**SUBJECT:** Virtual Board Meetings

The Governor signed House Bill No. 1349 on April 19<sup>th</sup>, and it was filed with the Secretary of State on April 20<sup>th</sup>. House Bill No. 1349 relates to access to public meetings. Section 3 of 44-04-19 of the North Dakota Century Code was amended to remove the requirement of a physical meeting room and speaker phone when public meetings are held virtually. There was no emergency clause in the final document, leaving a gap between April 30<sup>th</sup> when the Governor terminated the pandemic-related Emergency Orders and the effective date of the bill on August 1<sup>st</sup>. This would mean a room with a speakerphone would have to be provided until the legislation goes into effect on August 1<sup>st</sup>.

Senator Holmberg provided an amendment to Section 46 of the OMB appropriations bill to declare an emergency measure to Section 3 of House Bill No. 1349 as approved by the sixty-seventh Legislative Assembly. The OMB Bill (HB 1015) passed, which closes that gap. This removes the requirement to provide a meeting room and speakerphone for the public if the Board meets virtually.

This creates the question of if and when the Board would like to go back to in-person Board meetings, or to continue with virtual Teams meetings. I would suggest waiting for in-person Board meetings until after we have transitioned to the WSI building in July, if that is the direction the Board would like to go.

Board direction/action is requested.





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**Public Employees Retirement System**  
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# Memorandum

**TO:** NDPERS Board

**FROM:** Scott

**DATE:** May 11, 2021

**SUBJECT:** Legislation

I have attached our final bill tracking matrix for your information. We will review legislative actions on the bills we were tracking.

short name	Title	fiscal impact	bill status	chamber/ committee	hearing date	hearing time	meeting room	Committee members	
1209	A BILL for an Act to amend and reenact section 54.52 02.9, 54.52 06, 54.52 06.5, and 54.52.6 09 of the North Dakota Century Code, relating to public employees retirement system employer and temporary employee contribution rates; and to provide an effective date.		1/11 - Introduced, first reading, referred GVA 1/21 committee hearing 2/16 reported back amended, DP 11-1-2 2/17 consideration of amendments Passed 2/17 amendment adopted, placed on calendar 2/23 2nd reading PASSED 89-5 3/3 Senate - received from the House 3/3 Senate 1st reading, referred to GVA 3/18 Senate committee hearing GVA 3/26 reported back amended DP 6-1-0 3/29 Consideration of amendments Passed 3/29 2nd reading Passed 34-13 3/30 returned to House 4/12 refused to concur 4/12 conference committee Kasper B. Koppelman Steiner 4/13 Conference committee appointed Vedaa Weber Marcellais 4/14 conference committee hearing 4/14 9:30 Pioneer Room 4/14 conf committee hearing 3:00 Pioneer 4/29 senate select and divded committee reports Concurred 4/29 house 2nd reading Passed 75-14 4/29 house select and divded committee reports Concurred 4/21 house conference committee hearing 9:30 Pioneer 4/29 senate reported back from conference committee (House accede) 4/29 house reported back from conference committee (house accede) 4/29 house conference committee report adopted 4/29 senate conference committee report adopted 4/29 signed by President 4/29 signed by Speaker 4/29 sent to Governor	House GVA Meets Th, F	1/21/2021	2:00 P.M.	Room 216	House GVA J Kasper, chair B Kopelman, vice P Anderson J Hoverson K Karls S Louser J Magrum M Ostlie K Rohr A Schauer M Schneider V Steiner G Stemen S Vetter	Senate GVA S Vedaa, chair S Meyer, vice J Elkin R Marcellais K Roers M Weber M Wobbema

1380	Relating to an economic diversification research fund, a legacy sinking and interest fund, a career and technical education support fund, a legacy earnings fund, a behavioral health support fund, a legacy infrastructure project fund, a state building maintenance and project fund, and an information technology cybersecurity fund; to amend and reenact subsection 1 of section 21-10-06 and section 21-10-12 of the North Dakota Century Code, relating to funds invested by the state investment board and legacy fund definitions; to provide for a transfer; and to provide a report.	<a href="#">FN 1380</a>	1/18 1st reading, referred to Appropriations	Appropriations	2/2/2021	9:00 AM	<a href="#">House Approps Gvt Ops</a> D Vigesaa, chair M Brandenburg, vice L Bellew M Howe K Kempenich L Meier C Mock	<a href="#">Senate Approps</a> R Holmberg, chair K Krebsbach, vice T Wanzek B Bekkedahl K Davison D Dever R Erbele J Heckaman D Houge T Mathern D Oehlke N Poolman D Rust R Sorvaag
			2/2 committee hearing					
			2/23 reported back DP amendment on calendar 16-3-2					
			2/24 Consideration of amendments PASSED					
			2/24 2nd reading Passed 71-22					
			2/24 amendment placed on calendar					
			2/24 2nd reading Passed 71-22					
			3/3 Senate - received from the House					
			3/3 Senate - 1st reading, referred to Finance & Tax					
			3/17 Senate committee hearing					
			3/24 committee work 10:15 Fin & Tax - Ft Totten and 2:30 Fin & Tax - Ft Totten					
			3/26 reported back amended DP 7-0-0					
			3/29 consideration of amendments Passed					
			3/29 re-referred to Appropriations					
			3/31 committee hearing Approps					
			4/5 Committee Work: Sub-committee - Bonding bill - 11:00 AM - Appropriations - Roughrider Room					
			4/7 committee work Bonding Bill - 11:00 AM - Appropriations - Red River Room					
			4/8 Committee Work: Sub-Committee - Bonding Bills - 3:00 PM - Appropriations Roughrider Room					
			4/8 committee work 3:30 Roughrider Room					
			4/13 consideration of amendments Passed					
			4/13 reported back DP					
			4/13 2nd reading Passed 47-0					
			4/14 returned to House					
			4/23 house refused to concur					
			4/23 conference committee appointed Delzer Vigesaa Boe					
			4/26 senate consideration of other messages Not Concurred					
			4/26 house conference committee hearing 11:30 Brynhild Haugland					
			4/26 senate conf committee Sorvaag Bell Heckaman					
4/29 house conf committee 9:30 Brynhild Haugland								
4/29 house conference committee 2:00 Haugland								
4/29 house appoint Pollert to replace Delzer								
4/29 senate select and divided committee reports Concurred								
4/29 senate conference committee report adopted								
4/29 senate reported back from conference committee amend								
4/29 senate 2nd reading Passed 46-1								
4/29 house select and divided committee reports Concurred								
4/29 house conference committee report adopted								
4/29 house 2nd reading Passed 81-9								
4/29 signed by Speaker and signed by President								
4/29 sent to Governor								

1465	Relating to freedom of choice for health care services.	<p>1/18 Introduced, first reading, referred Human Services Committee</p> <p>2/3 committee hearing</p> <p>2/17 reported back amended, DP, 13-1-0</p> <p>2/18 consideration of amendments Passed</p> <p>2/18 amendment adopted placed on calendar</p> <p>2/19 2nd reading Passed 70-22</p> <p>2/22 Senate - received from the House</p> <p>2/22 1st reading referred to Senate Human Services</p> <p>3/9 Senate committee hearing</p> <p>3/23 committee work</p> <p>4/7 reported back DP amendment on calendar 5-1-0</p> <p>4/8 consideration of amendments Passed</p> <p>4/8 2nd reading of other bills Passed 29-17</p> <p>4/8 returned to House</p> <p>4/20 committee work 3:30 Pioneer</p> <p>4/19 house refused to concur</p> <p>4/19 senate conference committee appointed Anderson Lee Hogan</p> <p>4/19 conference committee appointed Westlind Beltz Devlin</p> <p>4/21 house conference committee hearing 11:00 Pioneer</p> <p>4/22 house select and divided committee reports concurred</p> <p>4/22 house 2nd reading Passed 91-2</p> <p>4/22 senate reported back from conference committee amended</p> <p>4/23 senate conference committee report rejected</p> <p>4/26 house conference committee hearing 10:00 Pioneer</p> <p>4/26 house conference committee hearing 3:30 Pioneer</p> <p>4/26 house new conference committee Westlind Beltz Devlin</p> <p>4/26 house appoint Weisz to replace Devlin on conf committee</p> <p>4/27 house conf committee hearing 1:30</p> <p>4/27 house reported back from conf committee amended</p> <p>4/28 house select and divided committee reports Concurred</p> <p>4/28 house 2nd reading Passed 72-14</p> <p>4/28 senate select and divided committee reports Concurred</p> <p>4/28 senate 2nd reading Passed 44-3</p> <p>4/28 house conference committee report adopted</p> <p>4/28 house 2nd reading Passed 72-14 emergency clause</p> <p>4/29 signed by Speaker</p> <p>4/29 signed by President</p> <p>4/29 sent to Governor</p>	Human Services Meets M, T, W	2/3/2021	10:30:00 AM	Sakakawea	<u>House Human Serv</u> R Weisz, chair K Rohr, vice M Beltz C Damschen B Devlin G Dobervich C Gegler D Kiefert T Porter M Ruby M Schneider K Skroch B Tveit G Westlind	<u>Senate Human Serv</u> J Lee, chair K Roers, vice H Anderson D Clemens K Hogan O Larsen
1004	State Auditor appropriation	<p>4/22 House - HB 1004 - Conf. Committee Hearing - 04/22/2021 03:30 PM - Brynhild Haugland</p> <p>4/26 conf committee hearing 2:30 Brynhild Haugland</p> <p>4/26 house Vigesaa to replace Bellew on conf committee</p> <p>4/27 house reported back from conf committee amended</p> <p>4/27 house laid over one legislative day</p> <p>4/29 house select and divided committee reports Not Concurred</p> <p>4/29 house conference committee hearing 3:00 Brynhild Haugland</p> <p>4/29 senate select and divided committee reports Concurred</p> <p>4/29 senate 2nd reading Passed 47-0</p> <p>4/29 house reported back from conference committee amend</p> <p>4/29 house conference committee report rejected</p> <p>4/29 house conference committee report adopted</p> <p>4/29 house select and divided committee reports Concurred</p> <p>4/29 house 2nd reading Passed 86-0</p> <p>4/29 senate reported back from conference committee amend</p> <p>4/29 senate conference committee report adopted</p> <p>4/29 senate 2nd reading Passed as amended 47-0</p> <p>4/29 signed by President</p> <p>4/29 signed by Speaker</p> <p>4/29 sent to Governor</p> <p>4/30 signed by Governor</p>						

1023	A BILL for an Act to provide an appropriation for defraying the expenses of the public employees retirement system; and to provide an exemption.	FN1023	<p>1/5 1st reading</p> <p>1/12 committee hearing</p> <p>2/17 reported back amended DP 21-0-0</p> <p>2/18 consideration of amendments Passed</p> <p>2/18 amendment adopted, placed on calendar</p> <p>2/19 2nd reading Passed 87-5</p> <p>2/22 Senate - received from House</p> <p>2/22 1st reading, referred to Senate Appropriations</p> <p>3/17 Senate committee hearing</p> <p>4/8 reported back DP, amendment on calendar 13-0-1</p> <p>4/8 amendment adopted</p> <p>4/9 2nd reading passed as amended 45-2</p> <p>4/9 returned to House</p> <p>4/12 refused to concur</p> <p>4/12 conference committee Bellew Brandenburg Meier</p> <p>4/13 conf committee appointed Krebsbach Dever Heckaman</p> <p>4/15 conf committee hearing 4/15 11:00 Brynhild Haugland</p> <p>4/15 committee work 11:00 approps, Haugland Room</p> <p>4/15 conference committee hearing 11:00 Haugland Room</p> <p>4/19 conference committee 9:30 Haugland Room</p> <p>4/21 conference committee hearing 3:00 Brynhild Haugland</p> <p>4/26 house conf committee report adopted</p> <p>4/26 house reported back from conf committee</p> <p>4/26 house select and divided committee reports Concurred</p> <p>4/26 house 2nd reading Passed 79-12</p> <p>4/26 senate reported back amended</p> <p>4/27 select and divided committee reports concurred</p> <p>4/27 2nd reading Passed 45-2</p> <p>4/27 senate 2nd reading Passed as amended 45-2</p> <p>4/27 signed by President</p> <p>4/28 signed by Speaker</p> <p>4/28 sent to Governor</p> <p>4/30 signed by Governor</p>	House Approps Government Operations Division Meets M-F	1/12/2021	10:00:00 AM	Roughrider Room	<a href="#">House Approps Gvt Ops</a> D Vigesaa, chair M Brandenburg, vice L Bellew M Howe K Kempernich L Meier C Mock	<a href="#">Senate Approps</a> R Holmberg, chair K Krebsbach, vice T Wanzek B Bekkedahl K Davison D Dever R Erbele J Heckaman D Houge T Mathern D Oehlke N Poolman D Rust R Sorvaag
1032	Relating to prescription drug cost transparency; and to provide a penalty.		<p>1/5 1st reading, referred to House Human Services</p> <p>1/6 committee hearing</p> <p>2/17 reported back amended DP 12-2-0</p> <p>2/18 consideration of amendments Passed</p> <p>2/18 amendment adopted, placed on calendar</p> <p>2/19 2nd reading PASSED 63-29</p> <p>2/22 Senate - received from House</p> <p>2/22 1st reading, referred to Senate Human Services</p> <p>3/16 Senate committee hearing</p> <p>4/7 reported back DNP 5-1-0</p> <p>4/8 consideration of amendments re-referred</p> <p>4/8 committee work - wholesale drug license fees 3:30 Human Services Sakakawea Room</p> <p>4/8 reported back amended DP 4-2-0</p> <p>4/8 re-referred to Human Services</p> <p>4/9 reported back amended DP 4-1-1</p> <p>4/12 consideration of amendments Passed</p> <p>4/12 amendment adopted</p> <p>4/12 2nd reading Passed 38-9</p> <p>4/12 returned to House</p> <p>4/16 House consideration of other chamber messages concurred</p> <p>4/16 2nd reading Passed 65-23</p> <p>4/16 house concurred</p> <p>4/16 house 2nd reading Passed 65-23</p> <p>4/20 signed by President</p> <p>4/22 signed by Speaker</p> <p>4/22 sent to Governor</p> <p>4/28 signed by the Governor</p>	House Human Services Meets M, T, W	1/6/2021	1:30:00 PM	Sakakawea	<a href="#">House Human Serv</a> R Weisz, chair K Rohr, vice M Beltz C Damschen B Devlin G Dobervich C Giegler D Kiefert T Porter M Ruby M Schneider K Skroch B Tveit G Westlind	<a href="#">Senate Human Serv</a> J Lee, chair K Roers, vice H Anderson D Clemens K Hogan O Larsen

1041	Relating to public employees retirement system penalties for late payments or failures to follow required processes; and to provide a penalty.		1/5 1st reading, referred to House GVA 1/7 committee hearing 1/18 reported back DNP, 10-3-1 1/19 2nd reading PASSED 59-31 1/20 Senate - received from House 2/8 1st reading referred to Senate GVA 3/11 Senate committee hearing GVA 3/15 Reported back DP 7-0-0 3/16 2nd reading Passed 46-1 3/17 returned to the House 3/18 Senate Signed by President 3/23 signed by the Governor	House GVA Meets Th, F  Senate GVA Meets Th, F	1/7/2021  3/11	10:15 AM  9:00 AM	Room 216	House GVA J Kasper, chair B Koppelman, vice P Anderson J Hoverson K Karls S Louser J Magrum M Ostlie K Rohr A Schauer M Schneider V Steiner G Stemen S Vetter	Senate GVA S Vedaa, chair S Meyer, vice J Elkin R Marcellais K Roers M Weber M Wobbema
1042	Relating to the public employees retirement system's uniform group insurance program part D contracts with pharmacy benefit managers.		1/5 1st reading, referred to House GVA 1/7 committee hearing 1/18 reported back, DP, 12-0-2 1/19 2nd reading PASSED 90-0 1/20 Senate - received from House 2/3 1st reading referred to Senate GVA 3/4 Senate Committee Hearing GVA 3/4 Reported back, DP placed on calendar 7-0-0 3/5 Senate 2nd reading Passed 47-0 3/5 2nd reading Passed 47-0 3/8 Returned to the House 3/15 signed by the Governor	House GVA Meets Th, F  Senate GVA Meets Th, F	1/7/2021  3/4	10:45 AM  11:00 AM	Room 216	House GVA J Kasper, chair B Koppelman, vice P Anderson J Hoverson K Karls S Louser J Magrum M Ostlie K Rohr A Schauer M Schneider V Steiner G Stemen S Vetter	Senate GVA S Vedaa, chair S Meyer, vice J Elkin R Marcellais K Roers M Weber M Wobbema
1139	Relating to duration limits for opioid therapy and benzodiazepine; and to provide for application	FN 1139	1/8 Introduced, first reading, referred Industry, Business and Labor Committee 1/18 committee hearing 1/21 reported back DP 12-1-1 1/27 2nd reading PASSED 64-26 1/28 Senate - Received from the House 2/15 1st reading, referred to IB&L 3/8 Senate - committee hearing IB&L 3/22 reported back DP, 5-1-0 3/23 2nd reading Passed 38-8 3/24 returned to House 3/25 signed by President 3/29 signed by Speaker 3/29 sent to Governor 4/13 signed by Governor	House IB&L Meets M,T,W  Senate IB&L Meets M,T,W	1/18/2021  3/8	8:00:00 AM  2:30 PM	Fort Union	House IB&L M Lefor, chair G Keiser, vice M Adams P Anderson J Hagert J Kasper S Louser D Nehring E O'Brien M Ostlie D Ruby A Schauer G Stemen P Thomas	Senate IB&L J Klein, chair D Larson, vice R Burckhard C Kreun R Marcellais S Vedaa
1154	A Bill for an Act to create and enact chapter 26.1 36.8 of the North Dakota Century Code, relating to transparency in dental benefits contracting; and to provide a penalty		1/8 1st reading referred to Human Services 1/13 request return from committee re-referred to IB&L 2/3 committee hearing IB&L 2/16 committee work 2/17 committee work 2/18 reported back DP amendment on calendar 13-0-1 2/19 consideration of amendments Passed 2/22 2nd reading Passed 60-34 2/23 Senate - 1st reading, referred to Human Services 2/23 received from House 3/9 Senate committee hearing Human Services 3/17 reported back, DP 5-1-0 3/19 2nd reading Passed 45-1 3/22 returned to the House 3/22 signed by President 3/25 signed by the Governor	House IB&L Meets M,T,W  Senate Human services	2/3/2021  2/16 2/17  3/9	9:00 AM  10:00 AM 9:00 AM  9:00 AM	Sakakawea	House IB&L M Lefor, chair G Keiser, vice M Adams P Anderson J Hagert J Kasper S Louser D Nehring E O'Brien M Ostlie D Ruby A Schauer G Stemen P Thomas	Senate IB&L J Klein, chair D Larson, vice R Burckhard C Kreun R Marcellais S Vedaa



<b>1231</b>	Relating to duty of the investment director to consider investing locally.		1/11 - Introduced, first reading, referred GVA 1/22 committee hearing 2/8 reported back amended, DP 9-3-2 2/9 consideration of amendments Passed 2/9 amendment adopted, placed on calendar 2/16 2nd reading, Passed 94-0 2/17 Senate - received from the House 2/18 1st reading, referred to GVA 3/4 Senate committee hearing 4/1 committee hearing 4/1 Reported back, DP 7-0-0 4/5 2nd reading Passed 42-5 4/6 returned to House 4/8 signed by President 4/14 signed by Speaker 4/15 sent to Governor 4/19 signed by the Governor	House GVA Meets Th, F	1/22	8:30 A.M.	Room 216	<a href="#">House GVA</a> J Kasper, chair B Kopelman, vice P Anderson J Hoverson K Karls S Louser J Magrum M Ostlie K Rohr A Schauer M Schneider V Steiner G Stemen S Vetter	<a href="#">Senate GVA</a> S Vedaa, chair S Meyer, vice J Elkin R Marcellais K Roers M Weber M Wobbema
<b>1425</b>	Relating to the legacy infrastructure revolving loan fund and the state investment board; to amend and reenact sections 21-10-02 and 21-10-11 of the North Dakota Century Code, relating to the state investment board and the legacy and budget stabilization fund advisory board; and to provide a continuing appropriation.	<a href="#">FN 1425</a>	1/18 1st first reading, referred Finance and Taxation Committee 2/2 commttee hearing 2/9 reported back DP 14-0-0 2/10 consideration of amendments 2/12 commttee work 2/10 reported back amended DP 12-0-1 2/10 re-referred to Finance and Taxation 2/11 consideration of amendments Passed 2/11 amendment adopted 2/11 re-referred to Appopriations 2/22 reported back amended DP 15-5-1 2/23 consideration of amendments Passed 2/23 amendment adopted, placed on calendar 2/24 2nd reading Passed 85-8 3/3 Senate - received from the House 3/3 Senate - 1st reading referred to Finance & Tax 3/10 Senate committee hearing Finance & Tax 3/24 committee hearing Senate Appropriations 3/25 reported back DP 14-0-0 3/26 2nd reading - Laid Over 3/29 2nd reading Passed 47-0 3/30 returned to House 3/31 signed by President 4/6 signed by Speaker 4/6 Sent to Governor 4/8 signed by Governor	Finance and Taxation Committee Meets M, T, W  Appropriations	2/2/2021  2/12	9:00:00 AM  10:45 AM	Roughrider Room	<a href="#">House Finance &amp; Tax</a> C Headland, chair V Steiner, vice Danerson G Bosch J Dockter S Ertelt J Fischer P Hatlestad Z Ista T Kiading B Koppelman M Nelson N Toman W Trottier	<a href="#">Senate Finance &amp; Tax</a> J Bell, chair J Kannianen, vice S Meyer D Patten M Piepkorn J Roers M Weber
<b>1435</b>	Relating to peace officers, patrolmen, correctional officers, and firefighters who die in the line of duty; and to provide for retroactive application.		1/18 first reading, referred to Political Subs 1/28 committee hearing 2/5 reported back amended 10-3-1, placed on calendar 2/8 consideration of amendements Passed 2/8 amendment adopted, placed on calendar 2/15 2nd reading Passed 75-18 2/16 Senate - received from House 2/17 1st reading, referred to GVA 3/11 Senate - committee hearing GVA 3/12 Senate - reported back ND 7-0-0 3/15 Senate - 2nd reading, referred to appropriations 3/30 committee hearing Appropriations 3/31 reported back DP 14-0-0 4/1 2nd reading Passed 43-4 4/5 returned to House 4/6 signed by President 4/14 signed by Speaker 4/14 sent to Governor 4/19 signed by the Governor	House Political Subdivisions Meets T, F  Senate GVA  Senate Approps	1/28/2021  3/11  3/30	3:00:00 PM  9:45 AM  2:30 PM	Roughrider Room	<a href="#">House Political Subs</a> J Dockter, chair B Pyle, vice M Adams C Cory S Ertelt C Fegley P Hatlestad M Johnson L Klemin D Longmuir D Nehring M Nelson L Simons N Toman	<a href="#">Senate Politcal Subs</a> R Burckhard, chair H Anderson, vice J Heitkamp J Kannianen D Larson J Lee E Oban

1492	A BILL for an Act to amend and reenact section 43 15 25.3 of the North Dakota Century Code, relating to permitting pharmacists to administer SARS CoV 2 tests; and to declare an emergency.		1/18 1st reading, referred to Human Services 1/26 Committee Hearing 02:30 2/2 reported back DP 13-0-1 2/8 2nd reading PASSED 89-2, emergency clause carried 2/9 Senate - received from the House 2/15 1st reading, emerg clause, referred to Human Services 3/3 Senate committee hearing 3/3 Senate Reported back DP 5-1-0 3/4 Senate 2nd reading, referred 3/4 Senate re-referred to Human Services 3/24 Reported back, DP amendment 5-1-0 3/25 amendment passed 3/26 2nd reading passed as amended 44-1 3/26 emergency clause carried 3/29 returned to House 4/7 house consideration of other chamber messages NOT Concurred 4/7 refused to concur 4/7 conference committee appointed M Ruby Westlind Dobervich 4/9 conference committee appointed Anderson Clemens Hogan 4/12 conference committee hearing 412 11:30 AM Pioneer 4/13 conf committee hearing 4/13 3:30 Pioneer 4/15 Select and divide committee reports Passed 4/15 2nd reading of bills Passed 93-0 4/15 senate reported back from conf committee amended 4/15 house reported back from conf committee amended 4/15 house conf committee report adopted 4/15 house 2nd reading Passed 93-0 emergency clause carried 4/16 senate select and divide committee reports concurred 4/16 senate 2nd reading Passed 44-1 4/16 senate conference committee report adopted 4/16 senate 2nd reading Passed as amended 44-1, emerg clause 4/19 house consideration of messages NOT concurred 4/19 senate signed by President 4/20 signed by President 4/21 signed by Governor	Human Services Meets M, T,W	1/26	2:30 PM	Sakawea	<a href="#">House Human Serv</a> R Weisz, chair K Rohr, vice M Beltz C Damschen B Devlin G Dobervich C Gegler D Kiefert T Porter M Ruby M Schneider K Skroch B Tveit G Westlind	<a href="#">Senate Human Serv</a> J Lee, chair K Roers, vice H Anderson D Clemens K Hogan O Larsen
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2043	A BILL for an Act to amend and reenact section 39 03.1 10 of the North Dakota Century Code, relating to contributions to the highway patrolmen's retirement system by the state.	FN 2043	1/5 1st reading, referred to Senate GVA 1/15 committee hearing 2/4 reported back DP 7-0-0 2/4 re-referred to appropriations 2/11 committee hearing 2/18 reported back DP, placed on calendar 14-0-0 2/19 2nd reading Passed 47-0 2/22 house - received from the senate 3/9 1st reading, referred to GVA 3/19 House committee hearing 3/25 reported back DP amendment on calendar 14-0-0 3/26 Consideration of amendments Passed 3/26 amendment adopted 3/26 re-referred to Appropriations 3/31 committee work 4/1 Reported back, do pass, place on calendar 19 0 2 4/6 2nd reading Passed 4/7 house 2nd reading Passed 89-2 4/7 returned to senate 4/9 conference committee Vedaa Meyer Marcellais 4/13 consideration of messages Not concurred 4/13 conference committee Steiner Louser B. Koppelman 4/15 conference committee hearing 4/15 9:30 Room 216 4/16 conference committee hearing 4/16 10 AM Room 216 4/19 conference committee hearing 9:30 Room 216 4/19 senate conference committee hearing 2:30 room 216 4/20 conference committee hearing 3:00 room 216 4/21 conference committee hearing 3:00 room 216 4/22 senate conference committee hearing 9:30 Room 216 4/22 senate reported back from conference committee amended 4/22 senate 2nd reading Passed 47-0 4/23 house reported back from conf committee amended 4/23 house 2nd reading passed as amended 88-2 4/26 signed by President and Speaker 4/26 sent to Governor 4/28 signed by Governor	Senate GVA Meets Th, F	1/15	9:00 AM	Bynhild Haugland Room	Senate GVA S Vedaa, chair S Meyer, vice J Elkin R Marcellais K Roers M Weber M Wobbema	House GVA J Kasper, chair B Kopelman, vice P Anderson J Hoverson K Karls S Louser J Magrum M Ostlie K Rohr
				Senate Appropriations Meets M-F	2/11	9:00 AM Roughrider		R Holmberg, chair K Krebsbach, vice T Wanzek B Bekkedahl K Davison D Dever R Erbele J Heckaman D Houge T Mathern D Oehlke N Poolman D Rust R Sorvaag	A Schauer M Schneider V Steiner G Stemen S Vetter
				House GVA	3/19	9:00 AM			
				House Approps	3/31	8:30 AM			

2044	A BILL for an Act to amend and reenact section 39 03.1 10, subsection 2 of section 39 03.1 11.2, subsection 8 of section 54 52 17, subsection 10 of section 54 52 26, subsection 2 of section 54 52 28, subsection 2 of section 54 52.1 03.2, subsection 1 of section 54 52.1 03.3, and subsection 2 of section 54 52.6 21 of the North Dakota Century Code, relating to public employees retirement system unpaid benefit payments, missing member confidentiality requirements, compliance with Internal Revenue Code distribution requirements, insurance programs for which retiree health insurance credit moneys may be used, and clarification of eligibility for retiree health insurance credit payments.	FN 2044	1/5 1st reading, referred to Senate GVA 1/14 committee hearing 1/14 Reported back, DP, place on calendar 7-0-0 1/15 2nd reading, PASSED 47-0 1/18 House - received from Senate 2/24 1st reading, referred to GVA 3/11 House committee hearing GVA 3/12 House Reported back DP 11-0-3 3/17 2nd reading Passed 91-0 3/18 Returned to Senate 3/23 signed by Governor	Senate GVA Meets Th, F	1/14/2021	1:00:00 PM	Pioneer	<a href="#">Senate GVA</a> S Vedaa, chair S Meyer, vice J Elkin R Marcellais K Roers M Weber M Wobbema	<a href="#">House GVA</a> J Kasper, chair B Kopelman, vice P Anderson J Hoverson K Karls S Louser J Magrum M Ostlie K Rohr A Schauer M Schneider V Steiner G Stemen S Vetter
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2074	Relating to health insurance utilization reports.		1/5 1st reading, referred to IB&L 1/12 committee hearing 1/20 reported back DP 6-0-0 amendment 1/21 amendment adopted 1/22 2nd reading of bills PASSED 47-0 1/25 House - Received from the Senate 2/18 1st reading, referred to IB&L 3/9 House committee hearing IB&L 3/19 Reported back amended, DP 10-3-1 3/22 consideration of amendments Passed 3/22 amendment adopted, placed on calendar 3/24 2nd reading Passed 87-6, emergency clause carried 3/24 2nd reading Passed as amended 87-6 3/25 returned to Senate 4/5 consideration of other chamber messages - not concurred 4/5 refused to concur 4/5 conference committee appointed Vedaa Klein Marcellais 4/7 house consideration of other chamber messages NOT Concurred 4/7 conference committee appointed Ostlie Keiser P Anderson 4/9 conf committee hearing 10:00 Ft Union 4/12 conference committee hearing 9:30 Ft Union 4/13 conference committee hearing 3:30 Ft union 4/15 conf committee hearing 4/15 10:00 Ft Union 4/16 Senate select and divide committee reports 4/16 2nd reading Passed 44-0 4/16 senate & house reported back from conference committee amended 4/16 conference committee report adopted 4/16 senate 2nd reading Passed 44-0 emergency clause 4/19 house laid over one legislative day 4/20 house select and divided committee reports Concurred 4/20 house conference committee report adopted, emerg clause 4/20 house 2nd reading Passed 86-5, emergency clause carried 4/22 signed by Speaker 4/22 signed by President 4/22 Sent to Governor 4/23 signed by Governor	Senate IB&L Meets M, T, W	1/12/2021	9:45:00 AM	Room 327C	Senate IB&L J Klein, chair D Larson, vice R Burkhard C Kreun R Marcellais S Vedaa	House IB&L M Lefor, chair G Keiser, vice M Adams P Anderson J Hagert J Kasper S Louser D Nehring E O'Brien M Ostlie D Ruby A Schauer G Stemen P Thomas
				House IB&L	3/9	9:00 AM			
					4/9	10:00 Ft Union			

2130	Relating to a cost-benefit analysis for mandated health insurance coverage measures.	<p>1/5 1st reading, referred to Senate Human Services</p> <p>1/19 committee hearing</p> <p>1/27 reported back, DP, amendment on calendar 5-0-1</p> <p>1/28 consideration of amendments PASSED</p> <p>1/29 2nd reading PASSED 45-1</p> <p>2/1 House - received from Senate</p> <p>2/19 1st reading, referred to IB&amp;L</p> <p>3/15 House committee hearing</p> <p>3/17 consideration of amendments Passed</p> <p>3/17 amendment adopted, placed on calendar</p> <p>3/22 2nd reading Passed 89-1</p> <p>3/23 returned to Senate</p> <p>4/7 senate consideration of other chamber messages NOT Concurred</p> <p>4/7 refused to concur</p> <p>4/7 conference committee Lee Anderson K Roers</p> <p>4/12 conference committee Keiser Kasper Adams</p> <p>4/13 conference committee hearing 3:00 Sakakawea</p> <p>4/16 conference committee 9:30 Sakakawea</p> <p>4/15 Select and divided committee reports Passed</p> <p>4/15 2nd reading Passed 46-1</p> <p>4/15 reported back from conf committee further amended</p> <p>4/15 conference committee report adopted</p> <p>4/15 2nd reading Passed 46-1 emergency clause</p> <p>4/16 Select and divide committee reports concurred</p> <p>4/16 conference committee report adopted</p> <p>4/16 house 2nd reading Passed as amended 91-0, emergency clause carried</p> <p>4/19 house signed by speaker</p> <p>4/20 signed by President</p> <p>4/20 sent to Governor</p> <p>4/21 signed by Governor</p>	Senate Human Services Meets M, T, W	House Human Services	House IB&L	1/19/2021	3/15	9:00:00 AM	2:30 PM	327C	<a href="#">Senate Human Serv</a> J Lee, chair K Roers, vice H Anderson D Clemens K Hogan O Larsen	<a href="#">House IB&amp;L</a> M Lefor, chair G Keiser, vice M Adams P Anderson J Hagert J Kasper S Louser D Nehring E O'Brien M Ostlie D Ruby A Schauer G Stemen P Thomas
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2212	Relating to increased access to low-cost prescription drugs; to provide for a report; and to provide a contingent effective date.	<p>1/14 Introduced, first reading, referred Human Services Committee</p> <p>1/27 committee hearing</p> <p>2/8 committee work</p> <p>2/10 reported back amended DP 5-1-0</p> <p>2/11 consideration of amendments Passed</p> <p>2/11 2nd reading Passed 45-2</p> <p>2/12 House - received from the Senate</p> <p>2/19 1st reading, referred to Human Services</p> <p>3/9 House committee hearing Human Services</p> <p>4/5 reported back amended DP 13-1-0</p> <p>4/6 consideration of amendments Passed</p> <p>4/6 Amendment adopted, placed on calendar</p> <p>4/9 2nd reading Passed as amended 83-5</p> <p>4/9 returned to Senate</p> <p>4/13 refused to concur</p> <p>4/13 conference committee appointed Anderson Lee Hogan</p> <p>4/16 consideration of messages Not Concurred</p> <p>4/19 Senate conference committee hearing 11:00 Sakakawea</p> <p>4/16 house conference committee Rohr Tveit Dobervich</p> <p>4/20 senate select and divided committee reports - Concurred</p> <p>4/20 senate reported back from conference committee Senate accede</p> <p>4/20 house reported back from conference committee Senate accede</p> <p>4/20 2nd reading Passed 40-6</p> <p>4/20 senate conference committee report adopted</p> <p>4/21 house select and divided committee reports - Concurred</p> <p>4/20 senate 2nd reading Passed 40-6</p> <p>4/21 conference committee report adopted</p> <p>4/22 signed by Speaker</p> <p>4/22 Signed by President</p> <p>4/22 Sent to Governor</p>	Senate Human Services Meets M, T, W	1/27	9:30 AM	Pioneer	Senate Human Serv J Lee, chair K Roers, vice H Anderson D Clemens K Hogan O Larsen	House Human Serv R Weisz, chair K Rohr, vice M Beltz C Damschen B Devlin G Dobervich C Giegler D Kiefert T Porter M Ruby M Schneider K Skroch B Tveit G Westlind
2291	Relating to social investments made by the state investment board and the boycott of energy or commodities companies; to provide for a department of commerce study of the implications of complete divestment of companies that boycott energy or commodities; and to provide for reports to legislative management.	<p>1/25 1st reading, referred to Energy &amp; Natural Resources</p> <p>2/4 committee hearing</p> <p>2/15 reported back DP amendment placed on calendar</p> <p>2/16 consideration of amendments Passed</p> <p>2/16 amendment adopted, placed on calendar</p> <p>2/17 2nd reading Passed 42-4</p> <p>2/17 2nd reading Passed 42-4 emergency clause carried</p> <p>2/18 House - received from Senate</p> <p>3/5 House 1st reading emerg clause, referred to Nat Resources</p> <p>3/12 House hearing Energy &amp; Nat Resources</p> <p>3/12 Reported back DP 12-2-0</p> <p>3/17 2nd reading Passed 82-12, emergency clause carried</p> <p>3/18 returned to Senate</p> <p>3/24 signed by Governor</p>	Energy & Natural Resources Meets Th, F	2/4/2021	9:30:00 AM	Coleau AB Room	Senate C Kreun, chair J Roers, vice J Bell D Patten M Piepkorn D Schaible	House T Porter, chair C Damschen, vice D Anderson G Bosch B Devlin R Guggisberg P Heinert Z Ista G Keiser M Lefor A Marschall S Roers Jones M Ruby D Zubke





<b>1328</b>	A BILL for an Act to create and enact a new section to chapter 43 15 and section 54 52.1 04.18 of the North Dakota Century Code, relating to vitamin D screening and testing; to amend and reenact section 26.1 36.6 03 of the North Dakota Century Code, relating to self insurance health plans; to provide for a report; to provide for application; to provide an expiration date; and to declare an emergency.	<b>FN 1328</b>	1/12 Introduced, first reading, referred Human Services 1/25 Committee Hearing 2/9 reported back DNP 7-6-1 2/10 consideration of amendments Passed 2/10 Amendmnt adopted, placed on calendar 2/18 2nd reading FAILED 35-59	Human Services Meets M, T,W	25-Jan	10:15 AM	Pioneer	<u>House Human Serv</u> R Weisz, chair K Rohr, vice M Beltz C Damschen B Devlin G Dobervich C Giegler D Kiefert T Porter M Ruby M Schneider K Skroch B Tveit G Westlind	<u>Senate Human Serv</u> J Lee, chair K Roers, vice H Anderson D Clemens K Hogan O Larsen
<b>1342</b>	Relating to increased employer and employee contributions under the public employees retirement system defined benefit and defined contribution plans; to provide an appropriation; and to provide a statement of legislative intent.	<b>FN 1342</b>	1/14 Introduced, first reading, referred Government and Veterans Affairs Committee 2/4 committee hearing 2/12 reported back DNP 9-4-1 2/19 2nd reading, laid over 2/23 2nd reading FAILED 37-57	House GVA Meets Th, F	4-Feb	8:00 AM	Pioneer	<u>House GVA</u> J Kasper, chair B Kopelman, vice P Anderson J Hoverson K Karls S Louser J Magrum M Ostlie K Rohr A Schauer M Schneider V Steiner G Stemen S Vetter	<u>Senate GVA</u> S Vedaa, chair S Meyer, vice J Elkin R Marcellais K Roers M Weber M Wobbema
<b>2029</b>	A BILL for an Act to create and enact sections 26.1 36.4 03.2 and 26.1 36.4 03.3 of the North Dakota Century Code, relating to hospital and medical insurance pre-existing conditions and guaranteed issue; and to amend and reenact section 26.1 36.3 01, subsection 2 of section 26.1 36.3 06, and sections 26.1 36.4 02 and 26.1 36.4 04 of the North Dakota Century Code, relating to small employer employee health insurance and hospital and medical insurance guaranteed issue and guaranteed availability.		1/5 1st reading, referred to Senate IB&L 1/6 committee hearing 1/18 reported back DNP 5-1 -0 1/19 2nd reading FAILED 7-40  ACA bill	Senate IB&L Meets M, T, W	6-Jan	2:30 PM	Fort Union	<u>Senate IB&amp;L</u> J Klein, chair D Larson, vice R Burckhard C Kreun R Marcellais S Vedaa	<u>House IB&amp;L</u> M Lefor, chair G Keiser, vice M Adams P Anderson J Hagert J Kasper S Louse D Nehring E O'Brien M Ostlie D Ruby A Schauer G Stemen P Thomas

<b>2042</b>	A BILL for an Act to amend and reenact subsection 1 of section 54 52 02.9, subsection 1 of section 54 52 06, subsection 6 of section 54 52.6 02, and subsection 2 of section 54 52.6 09 of the North Dakota Century Code, relating to increased employer and employee contributions under the public employees retirement system defined benefit and defined contribution plans; and to provide a penalty.	<b>EN 2042</b>	1/5 1st reading, referred to Senate GVA 1/29 committee hearing 2/18 reported back, DNP, placed on calendar 2/19 2nd reading FAILED 1-46	Senate GVA Meets Th, F	29-Jan	11:00 AM	Room 216	<u>Senate GVA</u> S Vedaa, chair S Meyer, vice J Elkin R Marcellais K Roers M Weber M Wobbema	<u>House GVA</u> J Kasper, chair B Kopelman, vice P Anderson J Hoverson K Karls S Louser J Magrum M Ostlie K Rohr A Schauer M Schneider V Steiner G Stemen S Vetter
<b>2045</b>	A BILL for an Act to create and enact a new section to chapter 54 52.2 of the North Dakota Century Code, relating to payment of administrative expenses for the public employees retirement system deferred compensation plan; and to provide a continuing appropriation.	<b>EN 2045</b>	1/5 1st reading, referred to Senate GVA 1/15 committee hearing 1/15 Reported back, DO PASS, place on calendar 7 0 0 1/18 2nd Reading - PASSED 46-1 1/19 House - Received from Senate 2/24 1st reading, referred to GVA 3/11 House committee hearing GVA 3/25 reported back DNP 11-3-0 3/29 House 2nd reading Failed 7-87	Senate GVA Meets Th, F  House GVA Meets Th, F	1/15/2021  3/11	10:00:00 AM  2:00 PM	plenary	<u>Senate GVA</u> S Vedaa, chair S Meyer, vice J Elkin R Marcellais K Roers M Weber M Wobbema	<u>House GVA</u> J Kasper, chair B Kopelman, vice P Anderson J Hoverson K Karls S Louser J Magrum M Ostlie K Rohr A Schauer M Schneider V Steiner G Stemen S Vetter

2046	A BILL for an Act to amend and reenact subsection 1 of section 54 52 02.9, subsection 2 of section 54 52 05, subsection 1 of section 54 52 06, subsection 6 of section 54 52.6 02, and section 54 52.6 09 of the North Dakota Century Code, relating to increased employer and employee contributions under the public employees retirement system defined benefit and defined contribution plans; and to provide a penalty.	FN 2046	1/5 1st reading, referred to Senate GVA 1/14 committee hearing 2/4 reported back DP 7-0-0 2/4 re-referred to appropriations 2/11 committee hearing 2/18 reported back amended, DP 13-1-0 2/19 consideration of amendments Passed 2/19 2nd reading Passed 47-0 2/22 house - received from Senate 3/9 1st reading, referred to GVA 3/19 House committee hearing GVA 4/19 committee work 9:30 GVA Pioneer 4/19 committee work 2:45 GVA Pioneer 4/20 committee work 9:30 and 2:30 Pioneer 4/22 house reported back amended DP 10-3-1 4/23 house amendment adopted, 2nd reading Passed as amended 76-16 emergency clause carried 4/23 senate refused to concur, conference committee appointed K. Roers Meyer Vedaa 4/26 house consideration of other message Not Concurred 4/26 senate conference committee hearing 10:30 Room 216 4/26 senate conf committee 2:30 Room 216 4/26 house conf committee Kasper Louser Steiner 4/27 senate conf committee 1:30 in Room 216 4/27 senate appoint weer to replace Meyer 4/28 senate conf committee 9:00 Room 216 4/28 senate conf committee 11:00 Room 216 4/28 senate conf committee 3:00 Room 216 4/28 senate conf committee 6:00 Room 216 4/29 senate conf committee 9:00 Room 216 4/29 senate conference committee 10:00 Room 216 4/29 senate conference committee 2:30 Room 216 4/29 senate conference committee hearing 5:30 Room 216 4/29 senate appoint Wobbema to replace K Roers on conference committee 4/29 senate reported back from conference committee amend 4/29 senate select and divided committee reports Concurred 4/29 senate conference committee report adopted 4/29 senate 2nd reading Failed 12-35	Senate GVA Meets Th, F  Senate Appropriations  House GVA	1/14  2/11  3/19	1:00 PM  10:00 AM Roughrider  9:00 AM	Pioneer	Senate GVA S Vedaa, chair S Meyer, vice J Elkin R Marcellais K Roers M Weber M Wobbema	House GVA J Kasper, chair B Kopelman, vice P Anderson J Hoverson K Karls S Louser J Magrum M Ostlie K Rohr A Schauer M Schneider V Steiner G Stemen S Vetter
2170	Relating to prescription drug costs; and to provide a penalty.		1/11 Introduced, first reading, (emergency), referred Human Services 1/27 committee hearing 2/17 reported back amended, DP, 4-2-0 2/18 consideration of amendments Passed 2/18 amendment adopted, placed on calendar 2/19 2nd reading Passed 24-22 2/22 house - received from Senate senate - motion to reconsider FAILED 3/9 1st reading, referred to IB&L 3/22 committee hearing 4/5 reported back DNP 10-3-1 4/8 House 2nd reading Failed 19-73	Senate Human Services Meets M, T, W  House IB&L	1/27/2021  3/22/2021	9:00 AM  2:30 PM	Room 327C	Senate Human Serv J Lee, chair K Roers, vice H Anderson D Clemens K Hogan O Larsen	House IB&L M Lefor, chair G Keiser, vice M Adams P Anderson J Hagert J Kasper S Louser D Nehring E O'Brien M Ostlie D Ruby A Schauer G Stemen D Thomas







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# Memorandum

**TO:** NDPERS Board

**FROM:** Kim Wassim, Review Committee Chairperson

**DATE:** May 11, 2021

**SUBJECT:** Executive Director Review and Compensation  
Committee Report and Recommendation

Casey Goodhouse, Kim Wassim, Adam Miller, and Mona Rindy met on May 3<sup>rd</sup> to conduct the annual Executive Director Performance Review. Kim Wassim served as the committee chair.

Attached is the evaluation form with ratings and comments submitted by six Board members. The Chief Audit Officer Shawna Platz and Executive Director Scott Miller provided input on certain criteria. The overall average of Board Member ratings was 2.3 on a scale of 3, with 3 being the highest rating.

The Legislative Assembly granted salary increases of 1.5% for the first year of the 2021-2023 biennium, based on performance, with a \$100 minimum.

Scott's current salary is \$14,725.84 per month. The Committee met to discuss the performance evaluation with Scott and has recommended a 1.5% salary increase, which raises Scott's monthly salary by \$220.89 to \$14,946.73.

Now that Scott has been here for three years, the Committee feels it would be prudent to evaluate Scott's salary on a national scale. The Committee would like to stay together over the upcoming year to review salary survey information and possibly propose an equity adjustment during the next review cycle.

Board action is requested on the Committee's recommendation.

## NDPERS Executive Director Review for the Year: 2020, Completed in 2021

There are nine major evaluation categories. When evaluating, rate each using the following categories (indicate a rating of 1, 2, or 3 in each evaluation category):

1. **DOES NOT MEET EXPECTATIONS:** Executive Director is not performing acceptably and expectations are not being met. Goals for improvement must be set and performance review date established (3-6 months).
2. **MEETS EXPECTATIONS:** Executive Director is performing acceptably and is meeting all standards and expectations.
3. **EXCEEDS EXPECTATIONS:** Executive Director is performing beyond and exceeds the established standards and expectations

CIE - Critical Job Element		Rating	COMPOSITE SCORES AND COMMENTS												
	Expectation		Comments	AM	CG	DW	JD	KW	MR	TM	TS	YS	internal audit	Scott self	
Category 1 Board Meetings	1. Agenda items are prepared with supporting information.		CG: Please note that my scores of 2.0 are not intended to be a negative response, rather these are items that I feel cannot really be "exceeded". Several items either meet expectations or they don't. Overall I feel Scott exceeds expectations. I appreciate his leadership skills, knowledge, and commitment and understanding of our fiduciary responsibilities.  MR: Well-organized, all supporting materials attached, detailed memos by staff.  YS: Meetings are well-organized and material is thoroughly presented.  KW: I have more than enough information and feel well prepared to make good decisions at Board meetings.	2	3			3	3	2		2			
	2. Board materials are distributed at least 3 days before the meeting.		MR: Always reliably delivered.  KW: Board materials are distributed in plenty of time for me to review. Thanks Jan!	2	3			3	3	2		2			
	3. Appropriate information is provided to the Board either written or orally to aid the Board in arriving at a decision.		KW: I always feel I have appropriate information to make good decisions. I especially enjoy the discussions at Board meetings.	2	3			3	3	2		2			
	4. Board material identifies items which need "Board Action" and makes a staff recommendation where appropriate.		MR: Agendas are extremely clear and memos are thorough including staff recommendations.  KW: I like items on the agenda listed as either "Board information" or "Board action". I appreciate staff recommendations since they are closest to the issue.	2	3			3	3	2		2			
	5. Education is provided at Board meetings in order that the Board may adequately perform their policy setting role.		KW: I really appreciate that Scott ensures education at board meetings and also sends us info about other board trainings available to us. This is an area that I highly commend Scott on.	2	3			3	3	2		2			
		0.0	average rating category 1	2.0	3.0	0.0	0.0	3.0	3.0	2.0	0.0	2.0			
Category 2 Board Relations	1. The Director is responsive to Board requests.		YS: Scott places a high priority on promptness.	2	3			3	3	2		3			
	2. The Director is adaptable to Board direction on PERS policy and able to work with the board as a team member.		KW: Scott has always been responsive to my phone calls and emails usually getting back to me the same day.												
	<del>3. The Director keeps Board members aware of current issues and</del> 2. The Director is adaptable to Board direction on PERS policy and able to work with the Board as a team member.		MR: Scott performs very much as a team member with the board, respecting/responding to board member opinions/requests while also providing his own much-appreciated views.  KW: I value Scott as a team member with the Board. He seems flexible and adaptable.	2	3			3	3	2		2			
	3. The Director keeps Board members aware of current issues and, when appropriate, provides information to Board members between Board meetings.		MR: Excellent, proactive communication with the board.  KW: I especially appreciate Scott's communication with the Board during session when things are fast-moving.	2	3			3	3	2		3			
	4. The Director provides timely and accurate problem identification to the Board as well as providing solutions and options for the Board's consideration.		YS: Scott anticipates issues that may become problematic and tries to generate appropriate responses in advance.  KW: I think this is a strength of Scott and PERS staff, particular with the changes to benefits from the feds during the pandemic.	2	3			3	3	2		3			
		0.00	average rating category 2	2.00	3.00	0.00	0.00	3.00	3.00	2.00	0.00	2.75			
Category 3 Operations	1. Accurate Records														
	1.1 Maintain appropriate, accurate and accessible data for individual members and benefit recipients.		KW: I am concerned about the accuracy of data and quality of information provided to members with the number of appeals we have had recently. Pandemic had an impact. Are PERS forms understandable to the general PERS population?	2	2			2	2	2		2	2	2	
	1.2 Accurate accounting records and a system of internal controls is maintained to result in an annual, unqualified opinion by the System's auditor.		KW: The Internal Auditor seems satisfied with this area.	2	2			2	2	2		2	2	2	
	1.3 An application to GFOA for the Certificate of Achievement for Excellence in Financial Reporting is submitted annually.		KW: This application has been submitted.	2	2			2	3	2		2	3	2	
	1.4 The Public Pension Coordinating Council's Award of Excellence is submitted biennially.		KW: This has also been submitted.	2	2			2	3	2		2	3	2	

	<b>2. Biennial Budget</b>												
	2.1 Biennial budget is prepared pursuant to OMB guidelines and submitted pursuant to guidelines established by the Governor.	YS: Budget preparation shows attention to future needs and creative approaches in meeting those needs.	2	2			2	2	2		3	2	2
	2.2 Board is provided opportunity to review the budget before it is submitted.	KW: I appreciated the extensive discussion the Board had last year regarding the budget.	2	2			2	3	2		2	3	2
	2.3 Expenditures for budget items do not exceed appropriation without approval of the Board.	MR: Diligent regarding budget transparency.  KW: I appreciate that items are taken to the Board even when they may not be necessary (new office/moving expenses).	2	2			2	3	2		2	2	2
	<b>3. Timely and Understandable Service</b>												
	3.1 Member inquiries are responded to in a timely manner. (Survey information shall be reported to the Board).	MR: While I believe most inquiries receive prompt response and believe staff strives to provide good service, a more systematic culture of member service (instilled and promoted by the leader) could be in place (such as standards for timely response).  KW: During the past year, with the pandemic, I think the staff has done a stellar job in continuing to be responsive to members.	2	2			2	2	2		2	2	2
	3.2 Participating employers shall be provided the necessary support to administer the PERS programs in which they participate. (Biennial surveys shall be done relating to this and reported to the Board).	KW: I think this would be a good idea to survey our participating employers. What type of regular training do participating employers receive? I am concerned they may not be giving accurate information to members.	2	2			2	2	2		2	2	2
	<b>4. Staffing</b>												
	4.1 All applicable personnel rules of the State of North Dakota shall be followed.	YS: These actions are difficult to assess as a Board member, but I am aware of no issues.  KW: I know that PERS works with HRMS to ensure they are following applicable state and federal laws, rules, and regulations.	2	2			2	2	2		2	2	2
	4.2 Staff performance evaluations are completed at least annually.	KW: As reported by Scott.	2	2			2	2	2		2	2	2
	4.3 Employee's receive recognition, direction or discipline as appropriate.	KW: What recognition do employees currently receive? I think this is a development opportunity for Scott.	2	2			2	3	2		2	3	2
	<b>0.0</b>	<b>average rating category 3</b>	<b>2.0</b>	<b>2.0</b>	<b>0.0</b>	<b>0.0</b>	<b>2.0</b>	<b>2.4</b>	<b>2.0</b>	<b>0.0</b>	<b>2.1</b>	<b>2.3</b>	<b>2.0</b>
Category 4 Investment Programs	<b>1. Maintain Board-approved Investment Objectives and Policies for:</b>												
	1.1 The defined benefit plan	MR: The policies are well-reviewed and brought to the board proactively.	2	2			2	3	3		2		
	1.2 The defined contribution plan		2	2			2	3	3		2		
	1.3 The deferred compensation plan		2	2			2	3	3		2		
	<b>2. Performance</b>												
	2.1 Produce and report investment return information for the defined contribution plan and the PERS Companion Plan.		2	2			2	2	2		2		
	2.2 Accurate yearly reports are given to the Board concerning the defined benefit plan and its progress and compliance with the investment policies.		2	3			2	3	2		2		
	2.3 Advice and recommendations are given to the Board on investment matters to support Board decision-making.	KW: I rely on the Investment Subcommittee to thoroughly review these matters and make a recommendation to the Board.	2	3			2	3	2		2		
	2.4 Recommend corrective actions including termination of funds in the deferred comp plan and the defined contribution plan.	AM: Scott has provided great input for the Board during termination of funds discussions for the deferred comp plan and defined contribution plan. He identified areas of concern related to the Board's fiduciary obligation.  KW: I rely on the Investment Subcommittee to thoroughly review these matters and make a recommendation to the Board. I think we are slow to take corrective action with underperforming funds.	3	3			2	3	2		2		
	<b>3. Provider Monitoring</b>												
	3.1 Monitor the various providers in the defined contribution plan and deferred compensation plan to insure that all contract provisions are being followed.		2	2			2	2	2		2		
	3.2 Identify and report to the board all infractions of the contract provisions.		2	2			2	2	2		2		
	<b>4. Fiduciary Standards</b>												
	Discharge investment duties solely in the interest of the members and benefit recipients with the care, skill, prudence, and diligence under the circumstances then prevailing that a prudent person acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims.	YS: Scott is extraordinarily conscientious in regard to fiduciary standards.  KW: Scott is very aware of his fiduciary responsibilities. I appreciate that the board is given annual fiduciary training.	2	3			3	3	2		3		

		0.0	average rating category 4	2.1	2.4	0.0	0.0	2.1	2.7	2.3	0.0	2.1		
Category 5 Benefit Program Operations	1. Actuarial Management													
	1.1 Provide accurate member, retiree and asset data necessary for the Actuary to perform the annual actuarial valuation for the four PERS defined benefit plans.		YS: Scott's thorough understanding of actuarial principles is impressive	2	2			2	2	2		3	2	2
	1.2 Provide accurate member and retiree data for the actuary to perform biennial premiums estimates for the group insurance plans.			2	2			2	2	2		3	2	2
	1.3 Maintain knowledge of actuarial methods, the current status of the actuarial makeup of the various retirement and group insurance plans and the impact of benefit enhancements to the contribution rates.		KW: Scott is very strong in this area.	2	3			3	3	2		3	3	3
	1.4 Provide actuarial information to the Board, Legislature, employers, members and retirees so they have sufficient background to make knowledgeable decisions.		KW: Scott is excellent in communicating very difficult concepts for the board's understanding as it pertains to actuarial information.	2	3			2	3	2		3	3	3
	2. Contract Management													
	2.1 Distribute and analyze bids for services for the various retirement, group insurance, EAP and Flex Programs to facilitate Board decision making.		KW: Scott and staff do an excellent job in this area. I particularly like the timelines given for bids.	2	2			3	3	2		2	3	2
	2.2 Monitor contractor performance and advise the Board of any issues, including options for responding and recommended action plan.			2	2			2	3	2		2	3	2
	2.3 Provide direction to all contractors to insure that board objectives are achieved.			2	2			2	2	2		2	2	2
	2.4 Insure that all contractors comply with contract provisions, state law and administrative rules.			2	2			2	2	2		2	2	2
		0.0	average rating category 5	2.0	2.3	0.0	0.0	2.3	2.5	2.0	0.0	2.5	2.5	2.3
Category 6 Public Relations	1. Publish a newsletter at least semiannually.		CG: Does this criteria / expectation need to be included going forward with the transition to more electronic forms of communication and the updated website?  KW: A great deal of information is provided on the website.	2	2			2	2	2		2		2
	2. Provide informational programs to employers, members, retirees, and public groups.		KW: I appreciate that staff have been able to pivot to online informational programs.	2	2			2	2	2		2		2
	3. Represent the System with appropriate affiliate organizations and functions.			2	2			2	2	2		2		2
	4. Maintain availability to the news media.			2	2			2	2			2		2
		0.0	average rating category 6	2.0	2.0	0.0	0.0	2.0	2.0	2.0	0.0	2.0		2.0
Category 7 Legislative Relations	1. Develop Legislative proposals in concert with the Board and its advisory committee.		YS: Legislative interaction is very demanding especially during the Legislative Session.  KW: Scott presented a number of proposals for the DB plan last year for the Board to consider.	3	3			3	3	2		3		
	2. Present requests for legislative changes to the Legislature.		KW: Scott is excellent in this area.	2	3			3	3	2		3		
	3. Make the Board's position known to members, employers and the legislature.		AM: Scott has done an excellent job as the Board's representative to legislature. It has been noticed this duty has been particularly challenging in the current session.  KW: I appreciate that Scott has sought the Board's position on particular legislation this session.	3	3			3	3	2		3		
	4. Keep the Legislature, through the Interim Committee, informed regarding the financial, legislative and administrative status of the system.		AM: Again, this has been a difficult part of Scott's job as of late.  YS: Scott's testimony is thorough and accurate. I believe he communicates well.  KW: I think Scott has done an excellent job in this area.	3	3			3	3	2		3		
	5. Develop adequate rapport with Legislators so that the legislative body as a whole has a sense of credibility with the positions taken by the Board on behalf of the System.		AM: It is my understanding that Scott has represented himself as a true professional to the legislature.	3	3			3	3	2		2		
		0.0	average rating category 7	2.8	3.0	0.0	0.0	3.0	3.0	2.0	0.0	2.8		
Category 8 Professional and Personal Development	1. Maintain membership and involvement in professional organizations.		KW: I would like to see Scott get involved with some professional organizations.	2	2			2	2	2		2		2
	2. Maintain professional certifications.		KW: What continuing education is Scott receiving?	2	2			2	2	2		2		2
	3. Be dependable.		AM: Scott has performed above expectations throughout the Corona Virus Pandemic.	3	3			2	3	2		3		2
	4. Exhibit stability/reaction to pressure.		AM: Scott has reacted well over the past year to the myriad of changes during the global pandemic of '20-'21. Well done.	3	3			2	3	3		2		2
	5. Have strong leadership skills.		KW: This last year has certainly been a challenge.	2	3			2	3	2		2		2

		0.0	average rating category 8	2.4	2.6	0.0	0.0	2.0	2.6	2.2	0.0	2.2		2.0
Category 9	1. Follow safety procedures.			2	2			2	3	2		2	3	2
General	2. Adhere to all laws, rules, policies, procedures and professional ethics.		KW: Scott's background as an attorney makes him especially sensitive to this area.	2	2			3	3	2		2	2	3
	3. Work as part of a team.		KW: I would like to see Scott interact more with non-Executive Management team members.	2	3			2	3	2		2	3	2
	4. Use courtesy and respect in all interactions.			2	3				2	2		2	2	2
	5. Maintain a well-organized work area and a business like appearance.		KW: Most work of the past year was done at home by Scott. He appeared professional and business-like at our Board meetings.	2	3			2	3	2		2	3	2
	6. Foster good working relations by being responsive to requests.		KW: Scott has always been responsive to my phone calls and emails.	2	3			3	3	2		2	3	2
	7. Maintain confidentiality policy.			2	2			2	3	2			3	2
		0.0	average rating category 9	2.0	2.6	0.0	0.0	2.3	2.9	2.0	0.0	2.0	2.7	2.1
		0.0	OVERALL AVERAGE Categories 1-9	2.1	2.5	0.0	0.0	2.4	2.7	2.1	0.0	2.3	2.5	2.1

Average of Board Member scores **2.3**