



PROPOSED AGENDA ITEM

MEETING DATE: February 27, 2014

SUBJECT: BAI-Dental and Vision Claims

SUBMITTED BY: Marcia D. Stokes and Natalie Fatica

DESCRIPTION:

BAI, our dental and vision insurance provider, has requested a change to the way vision and dental claims are paid. Instead of sending monthly checks and paying claims through NOREBT, BAI would like to pay claims from their office. In order to accomplish this, we will need to open two (2) new checking accounts and authorize the controller for BAI to sign checks to pay the dental and vision claims on our behalf. One account will be used for vision claims and one account will be used for dental claims. We currently have this set up for our FLEX claims. The business manager will transfer the funds to cover the claims into these two accounts on a monthly basis. BAI will cut the checks, perform the monthly reconciliation and provide ECTS with monthly claim reports.

RECOMMENDATION:

Motion to authorize the opening of two (2) checking accounts at PNC Bank for the purpose of paying dental and vision claims and authorize the BAI Controller, Dolores S. Myrick, and ECTS Business Manager, Marcia D. Stokes, to sign checks for the dental and vision claims.