

# NonProfit Financial Managers

A Resource for the areas of Finance, IT, Human Resources, and Office/Facilities Management

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For more information, contact Mitzi Fennel at 617-547-9861 x235 or Jessica Zander at 617-939-5039.

## ***Mark Your Calendars***

All of our meetings take place on the last Tuesday of each month. No pre-registration required. Upcoming dates:

- ◆ **March 27:** *Workplace Safety*
- ◆ **April 24:** *12 Point Tax Check-Up*
- ◆ **May 29:** *What Auditors Look for*

## ***NPFM Membership Information***

The annual membership fee of \$100 covers monthly mailings and other operating expenses. The membership period is from September to August. A part-year membership for \$60 is offered for those joining after January 1<sup>st</sup>, which covers membership through August. Full-time students are welcome to join at any time without paying a fee.

In addition to attendance at monthly meetings, members receive a monthly newsletter and access to the NPFM e-mail forum. Lunch is provided for all attendees at meetings. There is a \$12 meeting fee for non-members, and since membership is by organization, there is no limit of individuals from any one organization who may attend the meetings.

R.S.V.P's for the meetings are not required.

For renewals or new membership fees, please make your check out to:

NonProfit Financial Managers  
C/O Child Care Resource Center  
130 Bishop Allen Drive  
Cambridge, MA 02139

Contact Mitzi Fennel at 617-547-9861, x235 for more information.

## ***The Next Meeting***

**Topic: Workplace Safety**

**Date: Tuesday, March 27**

**Location: United South End Settlements  
566 Columbus Ave., Boston**

**Time: 12:00 PM – 1:30 PM**

### **Workplace Safety and the Bottom Line**

Keeping your workplace safe is not just an issue for your facilities staff; it is an organization-wide issue that can impact the bottom line, in either a positive or negative way. Joyce Kutz, CIC, Senior Vice President of USI New England, a well-known insurance agency, will present an overview about the importance of risk management and how to minimize your organization's exposure to safety related threats. John Canty, Senior Loss Control Consultant for the Massachusetts Bay Self Insurance Group (a self-insurance Worker's Compensation group) will apply this overview to the nuts and bolts of implementing and promoting a safe working environment. He will also explain how safety impacts your bottom line. Kathleen Meloon, Medical Case Consultant from the same Group, will talk about how to work with employees who have Worker's Compensation issues.

### ***Recap of February Meeting***

Marijane Geary and Amy Johnson of **Yozell Associates**, came to present to us about the recently passed Health Care Reform Law, and led a discussion on what it will require and how to prepare. Below is a brief summary of the law.

#### **Dependent Eligibility**

In January 2007 the Massachusetts Health Care Reform Law contained a provision extending dependent eligibility for two years beyond the

loss of dependent status under I.R.S. standards or up to age 26, whichever occurs first. Your employees with dependents, whose coverage ended due to aging off the plan, will want to consider the financial impact of adding their dependent back on their family plan. According to I.R.S. guidelines this additional extension in coverage for a non-I.R.S. dependent should be reported as imputed income for the employee at year-end. (Imputed refers to the value of any value or service that should be considered income by the I.R.S.)

### **Non-Discrimination Requirement**

This provision in the law requires health insurance carriers to provide group health benefit contracts only to employers who contribute equal contribution to all full-time employees. Group contracts are not permitted between insurance carriers and employers who discriminate between higher and lower paid employees. The Non-Discrimination Requirement is delayed until July 2007.

### **Health Insurance Responsibility Disclosure Form (HIRD)**

Additionally, the provision of the law requiring all employers to complete an annual Health Insurance Responsibility Disclosure form, which will be used to administer and enforce the Individual Insurance mandate, the Employer Fair Share contribution and the Free Rider Assessment, will be required as of July 2007. Employers should use the Employee HIRD waiver of coverage form for all newly eligible employees declining coverage or for employees waiving coverage at open enrollments during 2007.

### **Employer Surcharge for State Funded Health Cost or (a.k.a. the Free Rider Surcharge)**

All employers with 11 or more employees are required to establish a Section 125, premium pre-tax payroll deduction plan for health insurance premiums (employers with 10 or fewer are exempt). This requirement applies for all employees even those not eligible to participate in your company sponsored medical plan. If your company does not currently have a Section 125 pre-tax payroll deduction plan in place, you can contact Yozell, or another benefits broker for assistance.

Recently, Governor Patrick, the leadership of the Commonwealth Connector, and the health in-

surance carriers in the state reached agreement on the plan design and age-based rates for the new health insurance products available to uninsured individuals via Commonwealth Choice.

Ongoing discussions between the Division of Insurance and the health insurance carriers continue regarding the cost and plan designs for the Young Adult Plans, which will be marketed to the 19-26 year old consumers this July.

Things are constantly changing, and people should regularly refer to [www.mass.gov/connector](http://www.mass.gov/connector) for up-to-date information.

Or,

Yozell's website: <http://www.yozell.com>

Health Care for All: <http://www.hcfma.org>

### ***Job Openings...***

The NPFM group has a section on their website for job postings. Check out our website at [www.npfm.org](http://www.npfm.org) for a complete list of jobs. Contact David Richardson at [dr44@verizon.net](mailto:dr44@verizon.net) with questions or postings.

### ***NPFM E-mail Forum***

One of the benefits of membership in NPFM is a subscription to our e-mail listserv. We encourage members to post questions, announcements and new developments in finance and administration. All new members who provide e-mail addresses are automatically subscribed. To post messages send to [npfm@topica.com](mailto:npfm@topica.com)

### ***NPFM Steering Committee***

The Steering Committee consists of several members who are responsible for the meeting topics, speakers, and other details surrounding the group. If you are interested in joining the steering committee, or in submitting ideas for future sessions, please contact any of the existing members, by e-mail or in person at a meeting.