

WALL TOWNSHIP PUBLIC SCHOOLS
OFFICE OF THE BUSINESS ADMINISTRATOR/BOARD SECRETARY
PO Box 1199
Wall, New Jersey 07719-1199

Brian J. Smyth
Business Administrator/Board Secretary

Phone: 732-556-2016
FAX: 732-556-2102

August 30, 2016

Ms. Gail Maher
Wall Township Education Association

Dear Ms. Maher,

The Wall Township Board of Education received your Open Public Records Act (OPRA) request on August 19, 2016.

Your OPRA request sought access to the following:

"OPRA request for public information ... copies of documents listed below ... Please provide all documents in hard copy and clearly separated as shown below.

Employee Benefits

1a) Please advise the effective date of when the Wall BOE became Self Insured. 1b) Why did Wall not pursue Self Insurance sooner?

2) Please provide a copy of all RFP's and or Bid's the Wall BOE received since becoming Self Insured from Brokers, Health, Prescription and Dental Carriers, the TPAs and for the Reinsurance. Please keep each year separate and include all RFPs or bids, not just the winning proposal or bid for each. Please be sure to include a copy of what each was provided in order to provide their RFPs or Bids for each year.

3) What coverages are offered to all employees (ex. Medical, prescription, flex spending) at 7/1/2016? Please include the e-mail that was given to employees including the coverages and rates.

4) Please provide a copy of the summary plan descriptions/coverages offered as well as the 100% rates and the employee rates for each year beginning with July 1, 2011. (ex. Medical, Prescription and Dental). Please include this for all employees including Administrators and Retirees.

5) Please note any changes in design that have occurred with the coverages as well as changes in the "reinsurance" during the last 5 years (July 2011 to July 1, 2016).

6) Please provide the "Projected" amounts for Health Benefits and the "Actual" amount paid for Health Benefits for each year beginning with July 1, 2011.

7) If any transfers were made "into or out of" the Health Insurance account please advise where the money was transferred in from and/or transferred to. Please provide any monthly transfer reports showing these amounts beginning with July 1, 2011.

8) Please provide a summary of all payments made to "Health Benefits" from the "Food Service" area beginning with July 1, 2006. Please show how the money was transferred to and used "only" within the Health Benefits sub account. Please provide a copy of each check and invoice supporting the payments.

9) Please advise who comes up with the monthly charges the employees will pay at each renewal. Is it the Business Administrator, the Superintendent of Schools, the Wall BOE or the Broker. Please be specific and advise for each year beginning with July 1, 2011.

10) Please provide a summary of the "Projected" and "Actual" employee contributions for health benefits (health, prescription and dental beginning with July 1, 2011. Please keep each year separately.

11) Please provide copies of all contracts, including reinsurance and administrative fee arrangements for benefits when Wall became Self Insured.

12) Please provide the reinsurance costs "each year" as well as what was paid to the Wall BOE "each year" from just the reinsurance from the carrier.

13a) Is the reinsurance on a calendar year or fiscal year? 13b) Why was this basis chosen?

14) Is it possible to keep the funds just for Health Insurance in a separate bank account rather than co-mingling the funds within the General Ledger? " [sic]

In response to items 1a, 1b, 3, 5, 6, 7, 8, 9, 10, 12, 13a, 13b, and 14, your request seeks information or asks questions and does not identify a specific government record. As such, your request is an invalid OPRA request and is denied. When a request is complex because it fails to specifically identify the documents sought, then that request is not encompassed by OPRA. Custodians are not required to conduct research or create new records in response to an OPRA request.

In response to item 2, attached please find Health Insurance Broker Request for Proposal Specifications for the 2012/2013, 2014/2015, and 2015/2016 school years along with the responses received from Gallagher Benefit Services, Inc.

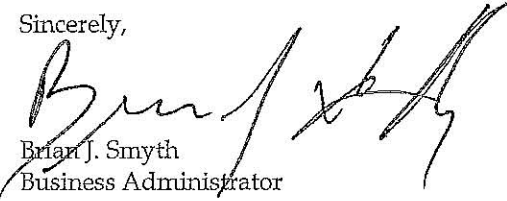
In response to item 4, attached please find the district's current Plan Summary Documents.

In response to item 11, your request fails to identify with reasonable clarity the specific government records sought. The use of terms such as "all" or "any" is overly broad and again does not specify with reasonable clarity the specific government record sought. The District is not required under OPRA to research files to determine which records are responsive to the OPRA request. The district is only required to search files to find identifiable government records.

These records are being transmitted to you via pick up, as per your request. Pursuant to N.J.S.A. 47:1A-5.b., the cost associated with this request is \$32.95 (consisting of 659 pages).

If your request for access to a government record has been denied or unfilled within the seven (7) business days required by law, you have a right to challenge the decision by the Wall Township Board of Education to deny access. At your option, you may either institute a proceeding in the Superior Court of New Jersey or file a complaint with the Government Records Council (GRC) by completing the Denial of Access Complaint Form. You may contact the GRC by toll-free telephone at 866-850-0511, by mail at P.O. Box 819, Trenton, NJ 08625, by e-mail at grc@dca.state.nj.us, or at their web site at www.state.nj.us/grc. The GRC can also answer other questions about the law. All questions regarding complaints filed in Superior Court should be directed to the Court Clerk in your County.

Sincerely,



Brian J. Smyth
Business Administrator

BJS/dc

Cc: Cheryl Dyer