



# NAPEBT

*Serving Those Who Serve the Public*

## NAPEBT Finance Committee Minutes

October 8, 2018

### Agenda

1. September minutes – **m/Bonny, s/Rick, all voted for approval**
2. Monthly Financial Statement Review – **Lori & Garrett shared the August financial statements electronically and Garrett reviewed the dashboard with the committee. YTD financials are favorable. Questions about difference from originally adopted budget and Financial Statements will be covered later.**
3. Capitalization policy – Review 3<sup>rd</sup> draft – **Not ready yet, Rick will send out revision for review at the next meeting. No Action.**
4. FY 19 Budget Adjustment – **Committee discussed two areas, first reconciling from the Adopted Budget approved in February compared to Ashton Tiffany Financial Statements. This appears to be misunderstanding in that Ashton Tiffany did not receive the final spreadsheet. Segal will send final spreadsheet to Jami for review and then it will be shared with Ashton Tiffany.**

Secondly, the committee discussed a possible FY19 budget adjustment. NAPEBT has not done a budget adjustment before, if differences are material then an adjustment may be needed to improve planning for FY20 budget. Targeting October timeframe before the first quarter report goes to the NAPEBT Board in November. The committee reviewed recommendations prepared by Ashton Tiffany as follows:

Interest Income	incr \$40K
CVS Rebates	TBD
BCBS admin fees	TBD
EAP fees	decr \$20K
Wellness compensation	incr \$15K
Vera Operations	decr \$140K (adjusted by JV)
Depreciation	<u>incr \$138K</u>
	<b>Net \$47K favorable, excluding CVS &amp; BCBS</b>

**No Action.**

5. Budget Procedure – **Tabled until next meeting.**

Present:

Rick Tadder, City of Flagstaff  
 Scott Walmer, FUSD  
 Jami Van Ess, CCC  
 Isabella Zagare, CCC  
 Bonny Lynn, Coconino County  
 Lauree Battice, NAIPTA  
 Garrett Mahoney, Ashton Tiffany  
 Nura Patani, Segal  
 Ginger Wischmann, FUSD  
 Lori Jundt, Ashton Tiffany

Not Present:

Mike Townsend, Coconino County  
 Amy Girardo, Segal  
 Jeanie Confer, Accommodation  
 Shannon Anderson, City of Flagstaff

6. Future Agenda items:
  - a. FY 18 Audit – **No Engagement Letter from Auditors yet.**
  - b. Reconciling employee census counts with vendors - BCBS, Baker Tilley, Deer Oaks, Vera
  - c. Project Calendar
7. Meeting schedule – **Because of November 12<sup>th</sup> holiday and retreat on November 14<sup>th</sup> & 15<sup>th</sup> committee will meet earlier in the month, Jami will send out options.**
8. **Meeting Adjourned at 11:45 pm.**