



Northern Arizona Public Employee Benefit Trust (NAPEBT)

Benefits Committee

Room 439

Coconino Community College – 2800 S Lone Tree Road, Flagstaff 86001

November 13, 2018 – 1:00 p.m.

MINUTES

I. Call to Order

II. Roll Call

Shane Dille

Jennifer Caputo X

Shannon Anderson X

Erika Philpot

Natasha Smith X

Rosa Mendoza-Logan X

Dietrich Sauer X

Jami Van Ess X

Lynn Hill X

Heather Dalmolin

Jennifer Moore X

Ginger Stevens X

Jeanie Confer

Amy Girardo X

Aaron Genaro

III. Recommended Protocol for Members and Other Participants Call In

All participants, including staff, should sit at the conference table during the discussion of topics, so they are closer to the microphones. Those present in the room should minimize side conversations and shuffling of paper because the sound is picked up by the microphones and it is more difficult for those on the phone to hear. Please be sure to identify yourself when you begin to speak, so those calling in know who is speaking. The Chair of the meeting should ensure those on the phone have an opportunity to speak.

IV. Approval of Minutes – September 11, 2018 (Attachment 1) and October 9, 2018 (Attachment 2)

V. Discussion and Possible Action Items

A. Dental RFP documents (Attachment 3 & 4)

a. Amy reviewed the Dental RFP. Discussion included:

- Three year contract is the minimum. Can always ask for years 4 and 5 during Best and Final.
- There was discussion about adding an orthodontics benefit for adults. Amy will add that to the RFP.
- We need further discussion about how the process will work (Shannon will discuss with Rick.)
- Amy will look into language on network size guarantee.
- Amy will add language on orthodontic takeover provision.
- Benefits Committee will need to review performance guarantees quarterly.
- Shannon and Jennifer will create a project plan.
- Jennifer will add Amy and Nura to benefits committee meetings.
- Can we include individual rates for each individual agency vs. rates for all of NAPEBT.

B. Administrative Manual suggested changes (Attachment 5)

- Shannon highlighted all of the changes to the Admin Manual:
- Tasha will check with County on their changes (page 87)
- Shannon made several suggestions on revisions that Amy will follow up on (mental health language, appeals, etc.)
- Shannon will add more information about EAP and will send a copy of the contact to the County.

- Shannon will make some other “clean up” revisions in the retiree section and will send the document back.
- CVS auto adjusts plan for anything related to ACA (iron supplement) so board won’t need to vote on it.

- C. What the Committee members believe should be brought for approval to the NAPEBT Board Trustees.
 - a. Committee should develop pros and cons and recommendation and takes back to Trust for approval (plan design, trust document, financial, admin manual)
 - i. Benefits committee reviews administrative manual changes, provides track changes documents and final copy to board. Board officially approves document.
 - b. Items that may overlap with other committees – reach out to other committees as needed.

VI. Reports/Discussion Items

- A. Benefit Administration Round Table (What is working well for administrators or are there any challenges to discuss.

VII. Agenda for Next Meeting

- A. Administrative Manual Review and Discussion
- B. Compliance Updates
- C. Training Needs

- VIII. Review lists of other organizational committees brought by each commission member and possible action of creating liaisons for other diversity groups.

IX. Adjournment