



**Northern Arizona Public Employee Benefit Trust (NAPEBT)
Benefits Committee
Coconino Community College
2800 S Lone Tree Road, Flagstaff 86001
Room 439
May 14, 2019 – 1:00 p.m.**

AGENDA

- I. Call to Order
- II. Roll Call
 - Shannon Anderson
 - Jennifer Caputo
 - Jeanie Confer
 - Heather Dalmolin
 - Shane Dille
 - Amy Girardo
 - Lynn Hill
 - Rosa Mendoza-Logan
 - Jennifer Moore
 - Erika Philpot
 - Dietrich Sauer
 - Natasha Smith
 - Ginger Stevens
 - Jami Van Ess
- 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 – April 9, 2019
- V. Discussion and Possible Action Items
 - A. Disability
 - a. Information received from CC and CCASD
 - b. Shannon will start a scope of work – does Amy have a template?
 - B. Admin Manual
 - a. Will bring for final review in June
 - i. Add plan design changes for BCBS

1. Quentin will provide more information on nutritional counseling benefit and BCBS contact info for the Quick Reference Chart.
 2. Shannon will follow up with Amy on prescription drug changes (which pharmacy can an employee visit for vaccinations, which vaccinations can be requested at pharmacy, other changes outlined).
 - ii. Add Important notices: Shannon to follow with Amy and request assistance from Ash or Nancy with updates.
 - iii. The FUSD exception was removed from auto default language on page 24.
 - C. Deductibles – calendar year vs. fiscal year
 - a. Shannon requested information from Amy on a list of pros and cons the Trustees have considered in the past and what a transition would involve
 - D. Life Insurance Beneficiary Designation
 - a. Committee members would like to work with Baker Tilly Vantagen to build in an explanation and if less than X%, then the employee would complete a waiver form.
 - E. Begin Review of HIPAA Manual
 - a. Please upload your manual to Sharepoint
- VI. Program plan agenda/action items
- a. Review Health Equity plan docs
- VII. Reports/Discussion Items
- VIII. Standing Items
- A. Compliance updates
 - B. Training needs
 - a. Can Segal provide an update to previous HIPAA training disks?
 - C. Roundtable
- IX. Pending Items
- X. Agenda Items for Next Meeting
- XI. Adjournment