

**NORTHERN ARIZONA PUBLIC EMPLOYEES BENEFIT TRUST  
MEETING MINUTES  
June 2, 2016**

**The following Consultants/Vendors were present:**

Amy Girardo                                  Segal

**The following Trustees were present and a quorum was met:**

Jami Van Ess                                  Coconino Community College  
Bob Kuhn (Chairperson)                  Flagstaff Unified School District  
Mike Townsend                                Coconino County

**The following Alternate Trustees were present:**

Jennifer Moore                                Flagstaff Unified School District  
Erika Philpot                                  Coconino County  
Margaret Penado                                Coconino County

**The following guests were present:**

Katie Wittekind                                Flagstaff Unified School District  
Ginger Wischmann                              Flagstaff Unified School District  
Jeanie Confer                                  Coconino County Accommodation School  
Lynn Hill    NAIPTA  
Lauree Battice                                  NAIPTA

**1. CALL TO ORDER                                  8:03 a.m.**

**Unanimous approval by the Trustees of the agenda.**

**2. APPROVAL OF MINUTES    None**

**3. ACTION ITEMS**

**A. Discussion and Possible Board Action on the Wellness Portal Contract**

Katie sent copies of the final contract redlines and quotes for Core Health to the Trustees for their review. Core Health agreed to using Arizona as the contract jurisdiction, their insurance policy will be \$3,000,000 and they changed Katie's address in their records. The contract will begin August 1, 2016. The first year of the contract the cost will be a little over \$24,000 and the second contract year is approximately \$19,000. Bob worked with an attorney at Mangum, Wall, Stoops & Warden, P.L.L.C. to review the contract. Dean and Margaret also reviewed the contract. Bob commented that he was pleased Core Health agreed to situs the contract in Arizona. Katie commented that there are options to use the extra \$5,000 in the budget for the system to improve the site in the future but that will be something for the wellness committee to consider.

**Unanimous approval by the Trustees of the contract with Core Health.**

**B. Discussion and Possible Board Action on the Temporary Staffing Agency Language**

An update was provided by Amy. In light of some of the regulations and potential penalties Segal recommends each agency have legal counsel review their temporary staffing agency language included in their job postings and their administrative processes. Erika asked if the whole Trust would discuss the language in the future because she is concerned that the agencies agree on some consistency in language used by all agencies. Bob suggested they hire the Trust attorney first and have the attorney review the language.

**No action was taken.**

**C. Discussion and Possible Board Action on the Administrative Processes Review Committee**

Bob met with Ashton Tiffany and he will meet with them next week. Bob would like to have the contract reviewed by an attorney. Amy discussed the need for organizing an administrative committee to determine processes for billing, administration, etc. The committee should include Siri, Rosa, Bob, Mike, Margaret and at least someone from each agency. Amy will reach out to all agencies to coordinate the Committee meetings.

**No action was taken.**

**4. EXECUTIVE SESSION:           None**

**5. CURRENT EVENT SUMMARIES/ANNOUNCEMENTS:           None**

**6. NEXT REGULAR MEETING:           June 16, 2016**

**7. ADJOURNMENT:           8:20 a.m.**