NORTHERN ARIZONA PUBLIC EMPLOYEES BENEFIT TRUST MEETING MINUTES

November 10, 2014

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

Jerene Watson City of Flagstaff

The following Alternate Trustees were present:

Shannon Anderson City of Flagstaff
Margaret Penado Coconino County

The following guests were present:

Heidi Derryberry Coconino County

Katie Wittekind Flagstaff Unified School District Kim Aringdale Flagstaff Unified School District Gayle Benton Coconino Community College

1. CALL TO ORDER 10:03 a.m.

2. ACTION ITEMS

A. Discussion and Possible Board Action to Approve Expenditures for Travel to Onsite Clinic Sites

Bob Kuhn & Katie Wittekind

Bob explained that the onsite RFP committee, as part of their review, would like to travel to three (3) locations to visit operational clinics. The finalists will also provide their finalist presentations at the clinic locations. Bob further explained that the team has identified that they can travel to all three (3) locations by purchasing two (2) airline tickets for each member of the team because two (2) of the clinics are located a few hours apart. The cost to send five (5) people excluding meals is \$9,000. Katie purchased airline ticket travel insurance for the Flagstaff to Phoenix flight. Bob asked for approval for up to \$11,000 for travel for five (5) people including flights, lodging and food. Shannon explained that Jerene has concerns with the travel costs. Jerene wants three (3) people go to the site visits instead of five (5) people. Bob will work with Jerene to determine exactly who will travel to the clinic locations. Katie would like Shannon to attend based on her experience. Kim believes it is crucial to the process and that all five (5) Committee members should travel to the sites. Kim stated "It is not impossible to award without all five (5) attending but all five (5) have been extremely involved." Bob is concerned with potential challenges to the RFP process if all five (5) are not in attendance.

Approval by three (3) of the Trustees for spending up to \$11,500 for up to five (5) people to travel in January for the onsite clinic review.

- 3. **EXECUTIVE SESSION** None
- 4. NEXT REGULAR MEETING Friday, November 21, 2104
- 5. **ADJOURNMENT** 10:17 a.m.