

**NORTHERN ARIZONA PUBLIC EMPLOYEES BENEFIT TRUST
MEETING MINUTES
FEBRUARY 28, 2014**

The following Consultants/Vendors were present:

Amy Girardo Segal

The following Trustees were present and a quorum was met:

Bob Kuhn (Chairperson) Flagstaff Unified School District
 Josh Copley City of Flagstaff
 Allison Eckert Coconino County
 Jami VanEss Coconino Community College

The following Alternate Trustees were present:

Mike Townsend Coconino County
 Rosa Logan Coconino Community College
 Jennifer Moore Flagstaff Unified School District
 Shannon Anderson City of Flagstaff

The following guests were present:

Angi Napier Coconino County
 Ginger Wischmann Flagstaff Unified School District
 Kyle Mickelson Coconino County
 Kevin Braley NAPEBT Intern
 Debbie Gangloff City of Flagstaff
 Gayle Benton Coconino Community College
 Margaret Penado Coconino County
 Jeanie Confer Coconino County Accommodation School

1. **CALL TO ORDER** 9:08 a.m.
2. **APPROVAL OF MINUTES** Trust Board Meeting January 24, 2014

Unanimous approval of the Minutes.

3. **EXECUTIVE SESSION**

The Board voted to go into Executive Session.

A. **Appeal**

B. **Segal Performance Evaluation/Contract Renewal**

The Board voted to go out of Executive Session

4. ACTION ITEMS

- A. **Discussion and Possible Board Action on a Denial of Benefits Appeal** Trustees
A separate conference call will be scheduled for the Trustees to discuss this item.

No action was taken.

- B. **Discussion and Possible Board Action to Approve the Segal Contract Renewal** Trustees
The Trustees will reformat the survey and send it back out to the Trustees.

No action was taken.

- C. **Discussion and Possible Board Action to Approve Conflict of Interest Statements for Signature by the Trustees** Trustees

The Policy was provided to the Trustees. Conflict of interest forms were handed out to the Trustees and they were asked to complete and return them.

No Action Taken.

- D. **Discussion of Health Care Reform Regulations** Amy Girardo
Amy reviewed a recent Segal Bulletin on Health Reform changes.

NAPEBT would like Segal to provide an update on the Health Reform changes in the Spring.

- E. **Discussion of Other Trusts/Pools in Arizona** Amy Girardo
A review of pools/trusts around the State was reviewed with the Trustees. A discussion took place.

Amy will review the Yavapai Combined Trust and others that Segal consults to in Arizona to review opportunities for bringing other employers into NAPEBT. No action was taken.

- F. **Discussion and Possible Board Action to Approve Modifications to the Retiree Health Plans Offered** Bob Kuhn
A discussion took place on the Retiree Health Plans.

Segal will update its analysis from several years ago which estimated the cost impact of removing retirees from the health plan and present the updated analysis at a future meeting. No action was taken.

- G. **Discussion and Possible Board Action to Approve a Revision to Retiree Eligibility for Benefits** Bob Kuhn

Bob reviewed the proposed policy change with the Trustees. Bob has reviewed the policy with his internal team. The City needs to review this potential policy change with its internal team. The County and College are both supportive of the change because it would be an improvement for their retirees.

No action was taken.

- H. **Discussion and Possible Board Action to Approve the Expenditure for the Development of a Par Course** **Jami VanEss**

A discussion took place on the Par Course development at the College. The Trustees discussed the opportunity to include the Par Course in their wellness program.

Unanimous approval for the support of the purchase of one par course station not to exceed \$2,000 with a memorial dedication to Theresa Alvarado.

- I. **Discussion and Possible Board Action to Approve the Audited Financial Report** **Bob Kuhn**
Bob is still working on the Audited Financial Report. The report should be available soon.

No action was taken.

- J. **Discussion and Possible Board Action to Approve the July 1, 2014 and July 1, 2015 Wellness Incentive Plans** **Katie Wittekind**

This item was tabled to the March 10, 2014 Trust Board meeting.

No action was taken.

- K. **Discussion and Possible Board Action to Approve High Deductible Health Plans to be Offered in Future Years (seeding Health Savings Accounts)** **Bob Kuhn**

This is a future discussion item.

No action was taken.

- L. **Discussion and Possible Board Action to Approve the Onsite Health Clinic Request For Proposal** **Bob Kuhn**

Bob reviewed the status of the RFP. Katie is in the process of updating the RFP. Shannon provided information on her discussions with the City of Goodyear on its clinic. A PowerPoint presentation will be presented to each employer's Board to discuss the Onsite Health Clinic RFP.

No action was taken.

- M. **Discussion and Possible Board Action to Approve Timeline for Implementation of the Online Enrollment System** **Bob Kuhn**

Bob discussed the implementation process and asked for input from the Trustees. Each employer is sending information to Vantagen. A discussion took place on retiree enrollment. Bob will discuss the retiree enrollment process with Vantagen.

No action was taken.

- N. **Discussion on the Administration of the Flexible Spending Accounts by Health Equity** **Amy Girardo**

Significant differences exist in the current processes for submitting HSA and FSA contributions. Health Equity is fixing it but it is not user friendly. It is complicated to replenish funds. The County is not completely satisfied but it has improved. The City is unhappy with the FSA administration. The College and FUSD are not having any issues with Health Equity. The

confusing issue is the HSA and FSA and the fees. The complaints are not coming from employees but they are coming from the administrators. The Trustees would like Health Equity to notify plan participants when FSA funds are deposited.

Amy will schedule a conference call with Health Equity, Blue Cross Blue Shield of Arizona, and NAPEBT administrators to discuss the Flexible Spending Account administration issues. No action was taken.

O. Discussion and Possible Board Action to Approve the Meeting Project Plan for 2014 **Amy Girardo**

Josh asked if any of the Trustees have an interest in moving the meetings to a later time in the day at least once or twice a year so that employees have an opportunity to attend. Bob agreed it might be a good idea.

Amy will work with Bob and Josh on the Meeting Schedule for next year. No action was taken.

P. Discussion on the Review of Action Items and the Timeline **Amy Girardo**

Amy will review the Yavapai Combined Trust and others that Segal consults to in Arizona to review opportunities for bringing other employers into NAPEBT.

Segal will update its analysis from several years ago which estimated the cost impact of removing retirees from the health plan and present the updated analysis at a future meeting.

Amy will schedule a conference call with Health Equity, Blue Cross Blue Shield of Arizona, and NAPEBT administrators to discuss the Flexible Spending Account administration issues.

Amy will contact Angi to discuss some Blue Cross administration issues.

Amy will work with Bob and Josh on the Meeting Schedule for next year.

Amy will have Nancy review the Administrative manual for any needed compliance and pharmacy changes.

NAPEBT would like Segal to provide an update on the Health Reform changes in the Spring.

Bob will update the Trustees on the online enrollment system administration implementation during the March 10, 2014 Trust Board meeting.

5. CURRENT EVENT SUMMARIES/ANNOUNCEMENTS - None

6. NEXT REGULAR MEETING – Monday, March 10, 2014 via conference call and Thursday, June 26, 2014 in person.

7. ADJOURNMENT – 11:33 a.m.