



NAPEBT

Serving Those Who Serve the Public

NAPEBT Finance Committee

January 13, 2020

Minutes

1. Approval of December minutes - **No quorum, informally approved**
2. FY 19 Audit Presentation – **Jean Dietrich from Clifton Larson Allen (CLA) CPA’s presented the Financial Statements for the year ending June 30, 2019. There were no questions from the committee members and the Financial Statements will be moved forward for approval by the NAPEBT Board at the meeting on January 23rd. Jami thanked both Ashton Tiffany and CLA for doing such a good job and for accelerating the timeline so the NAPEBT Board has current information for budget discussions.**
3. FY 21 Budget update - **Quentin reviewed updates to the budget spreadsheet with the committee noting changes for BCBS, Caremark, Pharmacy, Vera, and PCORI. Quentin will review both the FY 19 Actual and FY 20 Projected columns to be sure they have the most current information for budget discussions.**
4. Monthly Financial Statement Review – **Lori and Garrett presented the November YTD financial statements electronically and Lori reviewed the dashboard with the committee. The November YTD financial statements have improved and the next position has increased by \$65,304 for the first five months of the year; however, the results are still unfavorable to budget by \$217,781.**
5. Authority Matrix – **Lori reviewed the Authority Matrix with the committee and discussed changes needed since the document was last approved by the NAPEBT Board in September 2016. Invoices are now shown on a separate line from check signing. Lori will share the information with Shannon and the matrix will be moved forward for approval at the NAPEBT meeting on January 23rd.**
6. Procedures check-in – **Do other agencies have a limit in their procedures that prohibits an employee from extending voluntary separation to stay on the medical plan. Supervisors started allowing employees to burn sick and vacation for extended periods which keeps the employee on the medical plan longer. The College is interested in researching what others may have in their procedures. Lauree mentioned that NAIPTA has not experienced this problem and does not have anything explicit in its procedure prohibiting. This item will be brought back for continued discussion at our next meeting.**
7. US Department of Labor - Final Rule on Perks and Benefits check-in - **Discussion tabled until the next meeting.**
8. Travel expense reimbursement procedure – **Jami received the travel expense procedure from the County to use as a starting point. Discussion tabled until the next meeting.**
9. Next meeting - **Monday, February 10, 2020**
10. Adjourned - **11:48 am.**

Present:

Jami Van Ess, CCC
Isabella Zagare, CCC
Scott Walmer, FUSD
Lauree Battice, NAIPTA
Quentin Gunn, Segal
Lori Jundt, Ashton Tiffany

Not Present:

Rick Tadder, City of Flagstaff
Megan Cunningham, Coconino County
Ginger Stevens, FUSD
Jeanie Confer, Accommodation
Nura Patani, Segal
Amy Girardo, Segal
Garrett Mahoney, Ashton Tiffany