



Northern Arizona Public Employee Benefit Trust (NAPEBT)
Benefits Committee
Coconino Community College
2800 S Lone Tree Road, Flagstaff 86001
Room 439
February 12, 2019 – 1:00 p.m.

MINUTES

I. Call to Order

The meeting was called to order by Shannon Anderson at 1:04 p.m.

II. Roll Call

Present:

Jennifer Caputo
Shannon Anderson
Natasha Smith
Jami Van Ess
Lynn Hill
Jennifer Moore
Ginger Stevens
Jeanie Confer
Dietrich Sauer
Amy Girardo
Kelly Deutsch

Absent:

Rosa Mendoza-Logan
Shane Dille
Erika Philpot
Heather Dalmolin
Aaron Genaro

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 – January 8, 2019

Dietrich moved to approve the minutes as written. Ginger seconded. Motion carried.

V. Discussion and Possible Action Items

A. OE Materials from BTV

a. Cover

- i. Option 3 was unanimously selected
- ii. Suggestion to use NAPEBT wellness photos
 1. 300 dpi or more will be needed
 2. Jennifer will follow up with Katie on pictures and will follow up with Baker Tilly by 2/22
 3. Add discover, plan, enroll to cover page

b. Page 1

- i. First paragraph - remove effective date

- ii. Last section - change Qualified family status change to Qualifying Life Event
 - iii. Last paragraph
 - 1. Remove premium assistant subsidy
 - 2. Change “notify Human Resources” to “elect benefit changes on Online Employee Benefits Center” w/Baker Tilly Vantagen site URL
 - c. Page 2
 - i. First paragraph – can only waive coverage if they have proof of other group coverage or are a NAPEBT spouse – send wording back to BTM
 - ii. Second paragraph – won’t automatically be enrolled in HSA if default enrollment or not eligible
 - iii. Add no copay at Vera under Base and Buy Up and copay at Vera under HDHP
 - iv. Add no copay for telehealth under Base and Buy Up and copay for telehealth under HDHP
 - v. Add information on Rx – provider, mail order, and vaccinations at pharmacy
 - vi. Add telemedicine information
 - vii. Add wellness information
 - d. Page 6
 - i. Correct title at top to Additional Benefits
 - ii. Correct NAPEBT spelling
 - iii. Under disability – change provided to offered
 - iv. Add EAP information after disability
 - e. Last page
 - i. Add CVS, telehealth, Vera, Discovery Benefits, and wellness program contact information
 - ii. Add word “online” to make it “Online Employee Benefits Center”
 - f. Other
 - i. Jennifer will convert the Benefits Guide to a word document and post to Sharepoint so committee members can make changes to the document with track changes
 - ii. Jennifer will upload the revised document from Baker Tilly and email committee members
- B. Dental RFP Responses
- a. Six vendors submitted a proposal
 - i. Amy presented the dental RFP analysis
 - ii. Amy will update rate details in Appendix
 - iii. Amy will verify City’s 60% coverage on crowns and get best and final from Delta and send us their response
 - iv. Our committee recommended the contract be awarded to Delta
 - 1. Highest provider availability
 - 2. Best percentage of in-network services so employees don’t have to change providers or pay a higher amount at time of service
 - 3. Competitive premiums
 - v. If best and final is less appealing than original quotes, our committee will reconvene but, if it is the same or better we will move forward with the recommendation in iv. Above
 - vi. Each agency may choose an adult orthodontia option separately and will need to notify Amy by 3/8
- C. Disability – tabled for discussion at next meeting
- a. Review plan designs and start drafting scope of work
- D. Admin Manual
- a. Discussed items that need to be included
 - i. 1/1 telemedicine
 - ii. Add new information on dental provider
 - iii. Add plan design changes for BCBS
 - iv. Add telemedicine information to Quick Reference Chart
 - v. Add EAP information
 - 1. 2/1 – EAP for CCC and County and City to Baker Tilly
 - 2. 4/1 – EAP for all other agencies
- E. Program plan agenda/action items
- a. All items were covered by items A – D

VI. Reports/Discussion Items

A. EAP update – there was not enough time for discussion

VII. Standing Items

A. Compliance updates – there was not enough time for discussion

B. Training needs – there was not enough time for discussion

C. Roundtable – there was not enough time for discussion

VIII. Agenda Items for Next Meeting

A. Minnesota Life – waiver

IX. Adjournment

The meeting was adjourned at 3:00 pm