



**NAPEBT**

*Serving Those Who Serve the Public*

**NAPEBT Finance Committee**

**March 9, 2020**

### Minutes

1. Review meeting notes from February - **Isabella Z. motioned to approve the meeting notes and Megan C. seconded, all approved, meeting notes were approved.**
2. Monthly Financial Statement Review – **Lori and Garrett presented the January YTD financial statements electronically and Garrett reviewed the dashboard with the committee. The January YTD financial statements show an increase in net assets of \$400, 884 for the first seven months of the year and favorable variance compared to budget of \$4,564. Garrett noted that NAPEBT has received three RX rebates as of January 31, 2020, due to the transition to Employer’s Health Coalition and the run-out of CVS Caremark rebates. CVS confirmed that this will be the final rebate received directly from CVS Caremark. Going forward, all RX rebates will be received quarterly directly from Employer’s Health Coalition.**
3. Transition of accounting services – **Lori J. prepared a contract to extend Ashton Tiffany’s accounting services for July plus an hourly rate for Audit work. Bobby Sedillo reviewed the contract and it has been signed by Shannon.**
4. Travel expense reimbursement procedure – **Megan C. and Jami met to review the County’s Travel Expense Reimbursement procedure and Megan sent draft 1 to the Finance Committee members. Committee members will review the draft and send comments, and Megan will bring draft 2 back to our April meeting.**
5. FY 21 Wellness Budget – **Shannon A. and Jami met to review the Wellness Budget and Shannon is working to finalize.**
6. Vera PT Equipment – **Marina and Jami discussed two pieces of PT equipment that Vera would like to surplus and Marina is looking for options to sell the equipment.**
7. Future Agenda items – **Travel Expense Reimbursement**
8. Future Meeting - **Monday, April 13, 2020**
9. Adjourn – **Isabella Z. motioned to adjourn the meeting and Scott W. seconded, all approved, the meeting ended ant 11:25 am.**

### **Present:**

Jami Van Ess, CCC  
Isabella Zagare, CCC  
Scott Walmer, FUSD  
Megan Cunningham, Coconino County  
Quentin Gunn, Segal  
Lori Jundt, Ashton Tiffany  
Garrett Mahoney, Ashton Tiffany

### **Not Present:**

Lauree Battice, NAIPTA  
Rick Tadder, City of Flagstaff  
Ginger Stevens, FUSD  
Jeanie Confer, Accommodation  
Nura Patani, Segal  
Amy Girardo, Segal