



Northern Arizona Public Employee Benefit Trust (NAPEBT)
Benefits Committee
Coconino Community College
2800 S Lone Tree Road, Flagstaff 86001
Room 439
September 10, 2019 – 1:00 p.m.

Minutes

- I. Call to Order
The meeting was called to order at 1:04 p.m.
- II. Roll Call
Present
Shannon Anderson
Maggie Arellano
Jennifer Caputo
Jeanie Confer
Amy Girardo
Quentin Gunn
Lynn Hill
Rosa Mendoza-Logan
Erika Philpot
Dietrich Sauer
Jami Van Ess

Absent
Heather Dalmolin
Brianna Lorents
Meg Miller
Jennifer Moore
Nura Patani
Ginger Stevens
- 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
Dietrich moved to approve the 8/13/2019 minutes, Jami seconded. Motion carried.
- V. Discussion and Possible Action Items
 - A. Disability
 - a. Kim from FUSD is updating the previous document after losing it to the recent FUSD security breach. We discussed and completed missing items. Shannon will send the document to Kim and Kim will follow up with individual agencies on any remaining questions.
 - B. Benefits Guide – Navajo and Spanish versions
 - a. Does the County need them? (None of the other agencies have a need.) The County does not have a need at this time.

- C. Discuss Mary Tinklenberg's question regarding fringe benefit and ASRS
 - a. Mary has already received an answer, so there was no need for discussion.
- D. November Retreat
 - a. Discuss items to be included in the retreat from a benefits plan or design perspective
 - i. Maintain plan design but look for different cost mechanisms. Committee members felt that current plans are good as is (although copays are getting too high and premiums continue to be too high.)
 - ii. Discussed possibility of researching pet insurance.
 - iii. Discussed wellness incentive vs. lowering premiums.
 - 1. What was the intent at the beginning of the program and what is the purpose now?
 - iv. Retiree insurance - Continuing or ending retiree insurance has not been discussed with agencies employee groups and leadership yet.
 - 1. Are we complimenting or competing with the ASRS coverage? We will discuss data at the retreat with the whole group. Do we need legal advice on ending the retiree program if it was communicated during time of employment?
- E. Benefit Consultant Procurement
 - a. We will conduct an RFP process due to the addition of Ashton Tiffany, the change in the landscape of our program, and conducting an RFP process the last two times.
- F. Performance Measures in NAPEBT contracts
 - a. Do we want to look at these quarterly reports to ensure we are getting what we have contracted for in order to be proactive?
 - i. Yes. Erika will work with Amy and Quentin to get contacts to reach out and work with. Also find out when they are sent and when we need to review. We will add to project plan once we know the timing of the reports.
- G. Communication Materials for NAPEBT agencies
 - a. SHAPE report, annual wellness report, utilization reports, VERA reports, etc. – how do we create information to be shared with our agencies?
 - i. Shannon will forward Katie's email regarding the dashboard and each agency to review and provide feedback to Katie. Final document will be distributed within each agency. Each agency will see how this works and if other communication materials would be helpful and if so, what information is each agency looking for.
- H. Review Project Plan
 - a. Health Equity plan docs – Amy/Quentin to follow up on Section 125 plan doc
 - b. RFP renewals – will know more after the Special Committee meeting. Start thinking about how we want to handle these – do we want to divide them up? Will bring a list of all of them to the next meeting and we can divide them up.
 - c. Plan Design Review – discussed earlier in the meeting
 - d. Can add quarterly performance measures once we get the information from Erika
 - e. Annual review of Training needs for employees (i.e. ACA)

VI. Reports/Discussion Items

VII. Standing Items

- A. Compliance updates
 - a. Segal has a one-day meeting in October, Shannon will forward the information to the group to ensure everyone received the information
- B. Training needs
 - a. Will add to program plan to be reviewed annually
 - b. Request for and ACA refresh training
- C. Roundtable

VIII. Pending/Future Items and Agenda Items for Next Meeting

A. Admin Manual

- a. Correct wording directing retirees to enter wellness points in BCBS portal.

B. Updated BAA agreements

C. Review RFPs and start dates and assign procurement – will hold until after Special Committee meeting to decide how to move forward

- a. Vision - Expires 6/30/2020
- b. Life Insurance - Expires 6/30/2020
- c. COBRA - Expires 6/30/2020
- d. Rx - Expires 6/30/2021
- e. Medical - Expires 6/30/2022
- f. EAP - Expires 6/30/2023
- g. Dental - Expires 6/30/2024

IX. Meeting Adjournment

- a. The meeting was adjourned at 1:57 p.m.