



Northern Arizona Public Employee Benefit Trust (NAPEBT)
Benefits Committee
Coconino Community College
2800 S Lone Tree Road, Flagstaff 86001
Room 301
October 8, 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
Quentin Gunn
Lynn Hill
Margaret Penado
Ash Roozbehani
Dietrich Sauer
Ginger Stevens
Jami Van Ess

Absent

Jeanie Confer
Heather Dalmolin
Amy Girardo
Brianna Lawrence
Rosa Mendoza-Logan
Meg Miller
Jennifer Moore
Erika Philpot

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 minutes as written. Ginger seconded. Motion carried.

V. Discussion and Possible Action Items

A. Disability RFP

1. We have not received an update from Kim. Shannon will check in with her.

- B. Benefit Consultant Procurement
 - 1. The Special Committee members decided they would like to extend the contract for a year. We want to evaluate trust operations and services we procure so that we can be as effective and efficient as possible. Amy is checking to see if we can extend the contract.
- C. Performance Measures in NAPEBT contracts
 - 1. Quentin has a vendor list and will provide it to Erika.
- D. Communication materials for NAPEBT agencies
 - 1. Feedback on the wellness dashboard should have been communicated directly to Katie.
- E. ACA Training
 - 1. We discussed what type of ACA training each agency would like to have. We decided that a more in-depth training would be best. Jennifer will send Ash a few dates and coordinate the training in the Council Chambers so it can be recorded.
- F. Review Project Plan
 - 1. Health Equity plan docs
 - a. Quentin is still working with Health Equity and will send them as soon as he receives them.
 - 2. RFP renewals
 - a. We will hold for one year then select what to start on and start early.

VI. Reports/Discussion Items

VII. Standing Items

- A. Compliance updates
- B. Training needs
 - 1. Discussed other types of training that Segal could provide for us. Should we set up trainings on a regularly scheduled basis every few years? Shannon will ask Amy about what types of training they can provide.
- C. Roundtable

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

- A. Admin Manual
 - 1. Correct wording directing retirees to enter wellness points in BCBS portal.
- B. Updated BAA agreements
- C. Review RFPs and start dates and assign procurement
 - 1. Dental - Expires 6/30/2019
 - 2. Vision - Expires 6/30/2020
 - 3. Life Insurance - Expires 6/30/2020
 - 4. COBRA - Expires 6/30/2020
 - 5. Rx - Expires 6/30/2021
 - 6. Medical - Expires 6/30/2022
 - 7. EAP - Expires 6/30/2023
 - 8. Benefit Consultant procurement - pending

IX. Meeting Adjournment

The meeting was adjourned at 1:24 p.m.