



NAPEBT

Serving Those Who Serve the Public

**NAPEBT Finance Committee Minutes
December 9, 2019, 11:00 am**

Minutes

1. Approval of November minutes – **No quorum, informally approved**
2. Monthly Financial Statement Review – **Lori and Garrett presented the October YTD financial statements electronically and reviewed the dashboard with the committee. The October YTD financial statements are unfavorable for the first four months of the year by \$170,364 and below budget by \$396,832.**
3. Follow-up retreat discussion if needed – **Summarized major highlights of retreat including 19% medical claims increase, 5.79% increase in premiums, no plan design changes, and researching incentives for HDHP.**
4. Follow-up subgroup discussion – **Summarized key points of subgroup including billing template, ACH transfer, process documentation, and friendly reminders to improve the timeliness of payments to AT. Subgroup recommends continuing as-is for now and check-in if needed. If timeliness problems persist, the committee discussed additional options to include prepaid deposits.**
5. Audit update – **Garrett reported that the Auditors were currently on site and that all PBC list items were completed.**
6. Travel expense reimbursement procedure – **Jami will reach out to the County for their procedure to use as a template.**
7. Future Agenda items:
 - a. Project Calendar
8. Identify future meeting schedule – **Committee wished to continue with the current meeting schedule of the second Monday at 11:00 am. Appointments have been sent.**
9. Adjourn – **Meeting adjourned at 11:40 am**

Present:

Rick Tadder, City of Flagstaff
Jami Van Ess, CCC
Isabella Zagare, CCC
Scott Walmer, FUSD
Lauree Battice, NAIPTA
Quentin Gunn, Segal
Lori Jundt, Ashton Tiffany
Garrett Mahoney, Ashton Tiffany

Not Present:

Megan Cunningham, Coconino County
Ginger Stevens, FUSD
Jeanie Confer, Accommodation
Nura Patani, Segal
Amy Girardo, Segal