Employee Benefits Trust Meeting  
1010 E. 10th St.  
Tucson, Arizona 85719  
Maroon Room  
January 13th, 2020  
5:30 p.m.  

MINUTES  

COMMITTEE MEMBERS PRESENT  
Mark Mansfield - Chair  
Mark Clark – Member  
Bruce Burke - Member  
Peter Herran - Member  

COMMITTEE MEMBERS ABSENT  
Wilette Diggs – Member  
Dr. Marlene Rodriguez – Member  

OTHERS PRESENT  
Renee Heusser – Director, Human Resources, TUSD  
Keri Wiley – Benefits Associate, TUSD  
Renee Weatherless – Executive Director, Financial Services, TUSD  
Christina Cruz – Sr. Accounting Manager, Finance, TUSD  
Michele Guiterrez – Governing Board, TUSD  
Mark Baggot, Sr. Field Account Manager, UHC  
Oscar Diaz – Consultant, CBIZ  
Kristine Kot – Account Executive, CBIZ  
Elizabeth Dempsey – Account Executive, CBIZ  
Lori Russell – Senior Analyst, CBIZ  
Eric Rustand – Senior Consultant, CBIZ  
Kenneth Muth, Sr. Strategic Account Executive, UHC  

MEETING CALLED TO ORDER  
Mr. Mansfield called the meeting to order at 5:30.  

QUORUM  
A quorum was present.  

INFORMATION / ACTION ITEM  

CALL TO THE AUDIENCE  
No one requested to speak.
MEETING MINUTES
Mr. Mansfield asked the board to approve the November 18th, 2019 minutes. Mr. Herran made a motion to approve the minutes, Mr. Clark seconded the motion. The minutes were approved 4 - 0.

OLD BUSINESS

Value Based Contracting
Kevin Griglak at United Healthcare provided information regarding the Value Based Contracting fees.

September Financials w/CBIZ IBNR Calculation
Christina Cruz represented the September financials with CBIZ IBNR calculations.

NEW BUSINESS

Introduction to Board Docs
Michele Gutierrez gave an introduction to Board Docs. The EBT board will meet in the Governing Board Conference room beginning on the February 10th, 2020 scheduled meeting and use Board Docs to record the minutes.

Review and Approval of the October and November Financials
Ms. Cruz presented the financials. Mr. Mansfield asked the board to approve the financials. Mr. Clark made a motion to approve, Mr. Herran seconded the motion. The motion passed 4 - 0.

SPD Changes
Mr. Baggot presented an overview of the changes for the Summary Plan Design. CBIZ to review the changes and give recommendation on approval.

Proposed Calendar - CBIZ
Kristina Kot presented a 2020-2021 timeline with proposed agenda items.

Staffing Changes
Renee Heusser announced that Jose Rodriguez left TUSD and the position for a new Benefits Coordinator has been posted.

Make-up of the Employee Benefits Trust Board
With the resignation of Dr. Mark Stegeman the Governing Board appointed Bruce Burke to sit on the Employee Benefits Trust Board.
NEXT EBT MEETING DATES

February 13\textsuperscript{rd}, 2020
March 2\textsuperscript{nd}, 2020
March 23\textsuperscript{rd}, 2020
July 20\textsuperscript{th}, 2020
October 26, 2020
December 7\textsuperscript{th}, 2020

ADJOURNMENT

Mr. Clark made a motion to adjourn the meeting. Mr. Burke seconded the motion, motion passed 4 – 0. Meeting adjourned at 6:50.

Mr. Burke made a motion to reconvene the meeting at 6:52. Mr. Clark seconded the motion.

Mr. Mansfield asked the EBT board if a letter of thanks could be drafted and mailed to Dr. Stegeman for his participation on the EBT board.

Mr. Burke made a motion to have a letter drafted and mailed. Mr. Herran seconded the motion.

Mr. Burke made a motion to adjourn the meeting. Mr. Clark seconded the motion, Motion passed 4 – 0. Meeting adjourned at 6:55 pm.

Approved this _____ day of ____________________.

TUSD EM PLOYEE BENEFITS TRUST BOARD

By __________________________________________

Mark Mansfield, Chairperson