Employee Benefits Trust Meeting
1010 E. 10th St.
Tucson, Arizona 85719
Maroon Conference Room
January 14, 2019
5:30 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT
Mark Mansfield - Chair
Wilette Diggs - Member
Dr. Marlene Rodriguez - Member
Eric Rustand - Member
Dr. Mark Stegeman - Member

COMMITTEE MEMBERS ABSENT
Mark Clark - Member

OTHERS PRESENT
Renée Heusser - Director, Human Resources, TUSD
Christina Cruz – Sr. Accounting Manager, Finance, TUSD
Jamison Davis - Hays Companies
Mark Baggott - United HealthCare
Renee Weatherless – Executive Director of Financial Services, TUSD
Kevin Startt – Director of Purchasing, TUSD
Keri Wiley - HR Assistant, Benefits, TUSD

MEETING CALLED TO ORDER

Mr. Mansfield called the meeting to order at 5:30 p.m.

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 19, 2018 minutes. The minutes were approved.

OLD BUSINESS

Claims Audit

Kevin Startt explained the procedures for a written quote process for a one time service. We have two options, either a Quote Process or a Request For Proposal (RFP). Mr. Rustand commented that a more specialized audit in larger claims would be more beneficial. Mr. Rustand questioned what the recovery process would be if we found an error in the audit. Mr. Baggot stated that we would have two choices, either to leave it as is or to resubmit the claim.

Dr. Stegeman was more inclined to do a RFP. The timeline for a RFP would be 2 – 3 weeks. Mr. Rustand asked if we decided on a more specialized audit, would UHC provide some offset to the cost. Mark Baggot said he would check with Traci Van Kley. Valley Schools may be able to develop the scope for an additional fee.

If we wanted an audit on the medical and pharmacy side, they would be two separate audits.

Dr. Stegeman made a motion to develop a RFP and authorize a procurement with Valley Schools, to be brought to the Trust Board for approval. Mr. Mansfield seconded the motion, motion approved.

Optum Rx

Mr. Mansfield asked Dr. Rodriguez to go over the Formulary Drug List at the next meeting. Mr. Rustand will discuss the Specific Pharmacy J-Codes at the next meeting.

New Trust Board Status

Mr. Mansfield asked if the Governing Board has approved Renee Heusser as a Board Member for the Employee Benefits Trust. Ms. Heusser stated it should be on the agenda at the next Governing Board meeting on February 12, 2019.

Wells Fargo

Mr. Mansfield requested the use of Wells Fargo as an Investment Advisor be discussed at the next meeting.

NEW BUSINESS

Mr. Rustand made a motion to approve the December 17th, 2019 minutes. Dr. Rodriguez seconded the motion. Motion passed 5-0.

Dr. Stegeman Made a motion to develop a RFP and authorize a procurement with Valley Schools. Mr. Mansfield seconded the motion. Motion passed 5 – 0.

Action Item:
Dr. Rodriguez to discuss the Formulary Drug list and Mr. Rustand to discuss the Specific Pharmacy J-codes.

Action Item:
The use of Wells Fargo as an Investment Advisor.
### November Financials

Christina Cruz presented the financials. Dr. Rodriguez motioned to approve the November financials. Ms. Diggs seconded the motion, the financials were approved.

### Benefits Office Staffing

Ms. Heusser made a request to the EBT Board to fully fund a Benefit Sr. Coordinator position. The position was vacated over a year ago and never replaced. The EBT Board fully funded this position in the past and Ms. Heusser stressed the importance of this position to the Benefits department. This position would be funded on an ongoing basis. Mr. Rustand made a motion to approve this position. Dr. Stegeman seconded the motion, motion approved.

### 2019/20 Plan Design

Jamison Davis with Hays Co. presented the TUSD Renewal Projection for the 2019/20 Plan Year. The recommendation was to keep the Plan Design as is.

Ms. Heusser proposed the district begins to charge a $10 monthly premium for the High Deductible Health Savings Plan.

Renee Weatherless, asked the EBT Board to increase the subsidy to 7.5 million. Concerns were brought regarding if this was to be an ongoing increase or a one-time subsidy.

Dr. Stegeman made a motion to increase the subsidy this year by 7.5 million as a one-time increase, to implement a $10 employee premium on the High Deductible Health Plan and to leave the rest of the Plan Design as is for the 2019/20 plan year. Mr. Rustand seconded the motion, motion passed.

### NEXT EBT MEETING DATE

The next EBT Board meeting will be March 11, 2019.

### ADJOURNMENT

Mr. Rustand made a motion to adjourn the meeting. Mr. Clarke seconded the motion.

Meeting was adjourned at 8:09 pm.
Approved this __________________ day of ________________________________.

TUSD EMPLOYEE BENEFITS TRUST BOARD

By ____________________________________________

Mark Mansfield, Chairperson