MINUTES

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

COMMITTEE MEMBERS ABSENT
Dr. Marlene Rodriguez - Member

OTHERS PRESENT
Renée Heusser - Director, Human Resources, TUSD
Jose Rodriguez - HR Analyst, Benefits, TUSD
Christina Cruz - Senior Accounting Manager, Finance, TUSD
Andrea Urbina - HR Associate, Benefits, TUSD
Mary Herring - Optum Rx
Jamison Davis - Hays Companies
Tom Elliott - Valley Schools

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 August and October minutes. The minutes were approved.

OLD BUSINESS

Board Member Vacancy – Board members were granted a few minutes to review the two applicants.

Mr. Rustand stated that one of the applicants was a co-worker of his and he was concerned that if appointed it may be a conflict. Mr. Clark agreed it could be a concern. Dr. Stegeman would like to have a CPA on the board but has been unsuccessful in finding an applicant.

Mr. Mansfield called for a motion for a candidate. Ms. Diggs seconded it and stated that the EBT board has always had a TUSD employee on the Board.

Mr. Clark made a motion to select Renee Heusser to the Board. Ms. Diggs seconded the motion, Dr. Stegeman abstained from the vote. Dr. Stegeman suggested Mr. Mansfield email Dr. Trujillo the motion. Mr. Mansfield stated he would email Dr. Trujillo the motion and volunteered to attend the Governing Board meeting if needed.

Claims Audit –

Valley Schools recapped the claims audit bids. The Board had additional questions regarding the scope of services provided by the audit. Ms. Heusser will follow up with Traci Van Kley with regard to Mr. Rustand’s question pertaining to audits for UHC regarding the scope of work and the ASO agreement. Valley Schools can assist in putting together a scope of work for the bid.

Dr. Stegeman motioned to do a RFP for audit, Mr. Rustand seconded the motion, motion passed.

June, July & August Financials -

Christina Cruz presented the financials. Member count is up due to Open Enrollment. Mr. Rustand motioned to approve the June, July & August financials. Mr. Clark seconded the motion, the financials were approved.

Mr. Clark made a motion to approve the August 20th and October 22nd minutes. Mr. Rustand seconded the motion. Motion passed 5-0.

Mr. Mansfield made a motion for a candidate for the EBT board. Ms. Diggs seconded the motion.

Mr. Clark made a motion to select Renee Heusser to the EBT board. Eric Rustand seconded the motion. The motion passed 4-0. Dr. Stegeman abstained from the vote.

Dr. Stegeman motioned to do a RFP for audit. Mr. Rustand seconded the motion. Motion passed 5-0.

Mr. Rustand made a motion to approve the June, July and August financials. Mr. Clark seconded the motion. Motion passed 5-0.
NEW BUSINESS

Optum Rx Actuarial Review –

Mary Herring presented the TUSD annual plan performance review for the previous school year, September 1st, 2017 – August 31st, 2018.

Employee Benefits Trust Agreement –

When the plan document was changed, allowing a board member to sit on the board and live outside the district, signatures were never obtained. Ms. Heusser passed document for signatures.

NEXT EBT MEETING DATE

The next EBT meeting is December 17, 2019.

ADJOURNMENT

Mr. Clark made a motion to adjourn the meeting. Ms. Diggs seconded the motion.

Meeting was adjourned at 7:27 pm
Approved this __________ day of ____________

TUSD EMPLOYEE BENEFITS TRUST BOARD

By ______________________________

Mark Mansfield, Chairperson