

**NORTHWEST ARIZONA EMPLOYEE BENEFIT TRUST**  
**DRAFT - Minutes of Board of Trustees Annual Organizational Meeting**  
**Wednesday, August 11, 2021 10:00 A.M.**

**Trustees and Alternate Trustees Present:**

Ron Foggin, City of Kingman  
Charlie Cassens, City of Bullhead City  
Toby Cotter, City of Bullhead City  
Jess Knudson, Lake Havasu City  
Krista Toschlog, City of Kingman

**Trustees and Alternate Trustees who joined the meeting at 10:14 A.M.:**

Shawn Irula, Lake Havasu City  
Mike Murray, Lake Havasu Unified School District #1  
Rebecca Stone, Lake Havasu Unified School District #1

**Others Present:**

Jenise Dimmick, GBS	Stephanie Moore, GBS
Dominique Heidt, GBS	Kelly Schoonmaker, AmeriBen
Jared Loo, Ameritas	Taylor Schulenberg, City of Bullhead City
Phylcia Martel, City of Kingman	

**1. Call to Order**

The meeting was called to order by Chairperson Foggin at 10:02 A.M.

**2. Roll Call**

All Trustees and Alternate Trustees of the Northwest Arizona Employee Benefit Trust were present with the exception of Rebecca Stone, Mike Murray, and Shawn Irula who joined at 10:14 A.M.

A moment of silence was observed in memory of Bullhead City HR Manager, Brenda Richardson, who recently passed away.

**3. Call to the Public**

There were no comments from the Public.

*Trustee Knudson made a motion to enter into Executive Session at 10:04 A.M. for agenda item #4, Trustee Cotter seconded the motion and the motion passed unanimously.*

*Open Session resumed at 10:32 A.M.*

**4. Obtain advice from and provide direction to Legal Advisors regarding a subrogated claim**

Trustees met in Executive Session with Trust Attorney Hensley and Phia Group Attorneys to receive legal advice and provide settlement goal direction on a subrogated claim.

*No motion required.*

## **5. Discussion and Possible Action Regarding Election of Trust Officers**

*Trustee Cotter made a motion to elect Ron Foggin as Chairperson, Superintendent of Lake Havasu School District as Vice-Chairperson and GBS as NAEBT's recording secretary for the 2021-22 Plan Year, Trustee Knudson seconded the motion and the motion passed unanimously.*

## **6. Discussion and Possible Action Regarding Approval of the Minutes from Trust Meeting held May 12, 2021**

*Trustee Stone made a motion to approve the Minutes of the May 12, 2021 Trust Meeting as presented without changes, Trustee Knudson seconded the motion and the motion passed unanimously.*

## **7. Discussion and Possible Action Regarding Approval of April through June 2021 Financials**

Jenise Dimmick from GBS provided a comparison of the current end of plan year (7/1/2020 – 6/30/2021) to the previous end of plan year (7/1/2019 – 6/30/2020) to Trustees. Trustee Knudson asked based on the fiscal year if there were any months to be concerned about. Stephanie explained that there were some months with large claims, June in particular was a month with large claim amounts paid but is typical since it is the last month of the plan year, however, the plan had a great year.

*Trustee Knudson made a motion to approve the April through June 2021 Financials as presented, Trustee Cotter seconded the motion and the motion passed unanimously.*

## **8. Discussion and Possible Action Regarding RFP for EAP Vendor Services effective July 1, 2022**

Stephanie Moore from GBS reviewed the transition of EAP Preferred to IBH Solutions and the availability of providers. Stephanie expressed some of the frustrations since the transition from EAP Preferred to IBH Solutions. GBS is recommending that Trustees approve on RFP for EAP. Trustee Knudson asked how many proposals they could anticipate and who would the vendors be. Stephanie explained that there are five to seven quality providers available in Arizona. Trustee Cassens asked if there would be a condition in the RFP to let us know who the providers are. Stephanie explained that it is part of the RFP process to identify their providers as well as identify providers that have offices in multiple cities.

*Trustee Cotter made a motion to approve the initiation of Request for Proposal for Employee Assistance vendor services with an effective date of July 1, 2022, Trustee Stone seconded the motion and the motion passed unanimously.*

## **9. Mental Health Utilization Report**

Stephanie Moore from GBS reported mental health visits processed through the Medical Plan, Teladoc and the Employee Assistance Program. Stephanie explained that she could also provide data by number of members that apply to each category. Chairperson Foggin stated that he would appreciate that additional data. Trustee Knudson asked to have a total for each quarter identified.

## **10. Discussion and Possible Action Regarding Approval of the 2021-22 Risk Management Plan and Projects**

Stephanie Moore from GBS presented the 2020-21 Risk Management Plan. Trustee Cotter referred to item #5 of the Risk Management Plan and suggested that the language should be changed as far as the

types of investments the Trust will participate in to ensure the Trust's investments are protected. Chairperson Foggin expressed that he would be in favor of stating investments would stay within the state investment pools. Trustees had a brief discussion regarding investments and funds available in the Trusts bank account. Trustee Cotter suggested that the Virgin Pulse Wellness Portal should be removed from the Risk Management Plan since it does not pose a risk to the plan and the Trustees agreed. Trustee Knudson asked if broker RFP should be added. Stephanie explained that if the Trust wanted to do an RFP for broker that the Trust should reach out to Mike Hensley and Mike Schionning since they understand the plans and the operation of the Trust. Trustee Cotter stated that the Trust is not experiencing performance issues with the transition to GBS and thinks the Trust should wait a year before adding broker RFP to the Risk Management Plan. Chairperson Foggin agreed and stated he doesn't see a reason for a change this year. Trustee Knudson stated he doesn't feel a change is needed because of performance but explained that he just wants to be sure the Trust will continue to receive the same level of service. .

*Trustee Cotter made a motion to approve the 2021-22 NAEBT Risk Management Plan with the addition of LGIP being the sole investment of the Trust subject to the approval of any other investments made outside of LGIP be approved by the Trust and to remove the Virgin Pulse language as it relates to wellness with the understanding that there will not be any changes of the wellness portal, Trustee Stone seconded the motion and the motion passed unanimously.*

#### **11. Medical Claims Update 2020-2021 Plan Year**

Kelly Schoonmaker from AmeriBen provided the trust with a year-end review on medical claims Incurred and paid from July 2020 through June 2021 compared to the prior plan year incurred July 2019 through June 2020. Kelly also reviewed COVID 19 claims. Trustee Knduson asked why chronic conditions are higher than expected. Kelly explained that there was a thirty percent increase in membership with the addition of Lake Havasu Schools. Phylcia Martel asked if there could be a breakout of how many of the dependents within the the plan make-up reported are minors. Kelly explained that the breakout is within the report itself but she had only oulded out dependents and employees.

*No Motion Required*

#### **12. Dental and Vision Claims Update 2020-2021 Plan Year**

Jared Loo from Ameritas introduced himself and provided a year-end review on dental and vision claims paid from July 1, 2020 through June 30, 2021 compared to the prior plan year July 1, 2019 through June 30, 2020. Jared also provided the Trust with three options to provide oral surgery access to plan participants. There was a brief discussion regarding the oral sugery issue and Oral Surgeons available to the plan. Chairperson Foggin asked if the high utilization of Nationwide Vision is because they are providing false information to our employees. Jared explained that they do take insurance however it is billed as out of network. Jared suggested that the Trust provide education to members in regards to vision providers that are in-network. There was a discussion regarding the types of eye screenings offered by the Trust. Chairperson Foggin stated that he would like to see if vision screenings could be

offered. Stephanie explained that Dominique could research the availability of providers for Vision screenings.

*Trustee Cotter made a motion to allow GBS to authorize and approve out of network oral surgery procedures on an exception basis, Trustee Stone seconded the motion and the motion passed unanimously.*

### **13. Other Vendor Reports**

Stephanie Moore from GBS provided a year-end review on prescription claims paid from July 1, 2020 through June 30, 2021 compared to the prior plan year July 1, 2019 through June 30, 2020. Stephanie also provided updates on EAP utilization from July 1, 2020 through June 30, 2021, The Standard claims from July 1, 2020 through June 30, 2021, and Telemedicine utilization from July 1, 2020 through June 30, 2021. Shaun Irula asked what types of drugs are included in the anti-depressant category. Stephanie stated that we will request that information from Navitus and also may be included in their full report included in the packet. Trustee Knudson stated since it has been discussed that the Trust is moving towards BlueCare Anywhere, the Trust should be provide marketing flyers. Stephanie explained that they do not provide the amount of marketing that Teladoc does but that GBS would be able to create flyers. Trustee Cotter asked if the decision was made to move to BlueCare Anywhere. Trustee Knudson explained that it was discussed during prior meetings because the Trust was already paying for BlueCare anywhere in their Blue Cross Blue Shield fees. Chairperson Foggin expressed that the providers offered between BlueCare Anywhere and Teladoc are significantly different, therefore, the Trust may need to have another discussion regarding telemedicine and the impact it may pose to the members. Stephanie explained that there is recent legislation regarding Telehealth and that more information will be provided.

*No Motion Required*

### **14. Wellness Update**

Dominique Heidt from GBS provided updates on Completed Programs, Current Programs and Future Programs. Dominique also provided Trustees with an update on the Virgin Pulse Portal. Chairperson Foggin expressed that it is his hope to keep pushing wellness.

*No Motion Required*

### **15. Administrative Report**

Stephanie Moore with GBS advised the trust that Conflict of Interest & HIPAA Confidentiality Agreement Forms will be available at the end of the meeting for signature.

*No Motion Required*

### **16. Individual Entity Reports**

Lake Havasu Schools – Nothing to report.

Lake Havasu City – Jess thanked the board for a great meeting with conversations that put our members first. Jess thanked Shawn Irula for her service and wished her luck in her future endeavors.

Bullhead City – Toby expressed his gratitude in regards to the condolences for Brenda. Toby also discussed the availability of antibody treatments for those diagnosed with COVID-19. Charlie stated that it is nice to see how the Trust has grown and the great benefits offered to it's members.  
City of Kingman – Nothing to report.

*No Motion Required*

**17. Future Agenda Items**

No future agenda items.

*No Motion Required*

**18. Next Meeting Date – November 17, 2021**

The next scheduled meeting will take place on November 17, 2021 at 10:00 A.M. in Kingman.

*No Motion Required*

**19. Adjournment**

*Trustee Knudson made a motion for adjournment, Trustee Stone seconded the motion and the motion passed unanimously.*

Chairman Foggin adjourned the meeting at 12:57 p.m.

Respectfully Submitted,

Jenise Dimmick, Recording Secretary