



Cochise Combined Trust  
Final - Minutes of Quarterly Trust Meeting  
Wednesday, October 25, 2017

**Trustees Present:**

Julie Morales, Chairperson  
Dr. Wendy Davis, Vice Chairperson/Treasurer  
Ed Gilligan, Trustee  
J.D. Rottweiler, Trustee

**Others Present:**

Kathy Curtis, Cochise College  
Kelly Schoonmaker, AmeriBen  
Stephanie Moore, ECA  
Megan Wolford, ECA  
Jayme Merlino, ECA

**1. Call to Order**

The meeting was called to order at 2:00 p.m. by Chairperson Morales.

**2. Approval of the May 9, 2017 Special Trust Meeting and July 26, 2017 Regular and Executive Session Meeting Minutes**

*Vice Chairperson/Treasurer Davis made a motion to approve the minutes of the May 9, 2017 Special Trust Meeting and July 26, 2017 Regular and Executive Session meeting minutes as presented, Trustee Gilligan seconded the motion and the motion passed unanimously.*

**3. Approval of July and August 2017 Financials**

Stephanie Moore with ECA reviewed the July and August 2017 Financials.

*Trustee Rottweiler made a motion to approve the July and August 2017 Financials, Vice Chairperson/Treasurer Davis seconded the motion and the motion passed unanimously.*

**4. Change to the item order of the agenda**

Chairperson Morales requested a motion to move items 8 and 11 to be heard prior to item 5 due to the need for several Trustees to leave the meeting early. *Vice Chairperson/Treasurer Davis made a motion to move the items to be heard before item 5 on the agenda, Trustee Rottweiler provided a second and the motion was approved unanimously.*

**5. Approval of the 2017-18 Risk Management Plan**

Stephanie Moore with ECA reminded Trustees the Draft Risk Management Plan and had presented at the prior meeting for additions or deletions. ECA is requesting approval of the 2017-18 Risk Management plan that includes a Request for Proposal for Third Party Administrator and Utilization Review/Case Management vendor.

*Trustee Rottweiler made a motion to approve the 2017-18 Risk Management Plan as presented. Trustee Gilligan seconded the motion and the motion passed unanimously.*

**6. Wellness Report**

Megan Wolford from ECA provided a report on the CCT Wellness Program that included participation in recent screenings as well as the number of abnormal results. Also presented was a chart of all screenings and the cost to the member for Truss review. Several recommendations were provided to Trustees for management of the cost of screenings for each member and as well as the request to add a Comprehensive Eye Screening and Nurse Consultations to the 2017-18 screening schedule. *Vice Chairperson/Treasurer Davis* made a motion to add the Comprehensive Eye Screenings and Nurse Consultations to the 2017-18 Trustee Gilligan seconded the motion. There was a discussion regarding the cost of the screenings and it was decided to provide an education campaign on the cost of the screenings and not make any additional changes until the discussion at the renewal meetings. Chairperson Morales called for the vote and the motion was passed unanimously.

**7. Future Meeting Dates**

Stephanie Moore asked Trustees if they would like to change the April 2018 meeting date as two Trustees had indicated they may not be available on that date. *Vice Chairperson/Treasurer Davis* made a motion to change the meeting date to April 18, 2018. *Trustee Rottweiler* seconded the motion and the motion passed unanimously.

**8. IBNP Report as of June 2017**

Stephanie Moore provided the trust with a report on the Incurred But Not Paid (IBNP) report as prepared by the Trust's Actuary, Cheiron.

**7. Medical Claims Update**

Kelly Schoonmaker with AmeriBen provided a year-end review on Medical claims and facility utilization.

*Trustee Rottweiler left the meeting at this time.*

**8. Vendor reports**

Stephanie Moore gave a brief report for the plan year first quarter for vendors Navitus (Rx), Ameritas (Dental and Vision), Teladoc and AWP (Employee Assistance Program).

**9. Wellness Update**

Megan Wolford with ECA discussed past, present and future programs for CCT Wellness.

**10. Administrative Update**

Stephanie Moore provided the following administrative updates:

- Conflict of Interest and HIPAA forms will now be completed annually at the Organizational meeting.
- Sponsorship of private events such as a local 5K event cannot be sponsored with Trust funds however, if the Trustees want to provide sponsorship to members participating in the event this can be done with Trustee approval.
- ECA will be meeting with each entity individually in November 2017 to discuss plan options for actuary pricing as well as wellness program options for the 2018-19 plan year.

**11. Future Agenda Items**

None at this time.

**12. Next Meeting Date – January 24, 25 and 26, 2018**

The next Trust Meeting will be the annual renewal meeting scheduled for January 24, 25 and 26 2018 at Lodge on the Desert in Tucson, AZ.

**13. Call to the Public**

No public was present.

**14. Adjournment**

The meeting was adjourned at 2:54 p.m.

Respectfully Submitted,

Stephanie Moore  
Recording Secretary