



**Draft - Minutes of Annual Organizational Trust Meeting
Wednesday, July 31, 2019**

Trustees Present:

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

Others Present:

Kelly Schoonmaker, AmeriBen	Jennifer Graeme, Cochise County
Nikita Francis, Navitus	Elda Orduno, Cochise County
Wick Lewis, Cochise College	Sharon Gilman, Cochise County
James Tibbets, Cochise College	Stephanie Moore, ECA
Rose Stamps-Proper, Ameritas	Robert Dover, ECA
Sarah Hernandez, Alliance Work Partners	Derrick Cooper, ECA

Other Present by Telephone:

Laura Phillipson, Navitus
Mindy Hollander, Navitus

1. Call to Order

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

16. Call to the Public

This agenda item was moved to the beginning of the meeting by request.

Catherine Traywick requested Trustees consider adding coverage to the CCT medical plans for medical foods. Kathryn Chavez addressed the Trustees to request they consider adding medical food coverage to the plans at the next renewal.

2. Discussion and Possible Action regarding Election of Officers

Stephanie Moore informed trustees that each year at the “annual organizational meeting” trustees will elect a slate of officers for the current plan year.

Trustee Rottweiler made a motion to elect Dr. Wendy Davis as Chairperson, Julie Morales as Vice Chairperson/Treasurer and ECA as the Recording Secretary, Trustee Gilligan seconded the motion and the motion passed unanimously.

3. Discussion and Possible Action regarding Approval of April 24, 2019 Regular Meeting Minutes

Trustee Gilligan made a motion to approve the April 24, 2019 Regular Meeting Minutes, Vice Chairperson/Treasurer Morales seconded the motion and the motion passed unanimously.

4. Discussion and Possible Action regarding Approval of March 2019 through June 2019 Financials

Robert Dover from ECA, presented a financial review of March 2019 through June 2019 as well as a financial comparison of the 2018-19 Plan Year (7/1/2018 – 6/30/2019) to the 2017-18 Plan Year (7/1/2017 – 6/30/2018).

Trustee Rottweiler made a motion to approve the March 2019 through June 2019 Financials, Trustee Gilligan seconded the motion and the motion passed unanimously.

5. Ratification of 2019-20 Reinsurance Contract

Stephanie Moore discussed that ECA contracted for stop-loss coverage with Anthem, effective July 1, 2019 as authorized by Chairperson Davis. CCT received quotes from six (6) carriers for the 2019-20 plan year however only three (3) of them were firm quotes. CCT retained the specific deductible of \$200,000; a \$400,000 laser on one member and a \$300,000 laser with a 12/12 contract on another member for the 2019-20 plan year.

Trustee Rottweiler made a motion to ratify the 2019-20 reinsurance contract with Anthem, Trustee Gilligan seconded the motion and the motion passed unanimously.

6. Discussion and Possible Action regarding 2019-20 Risk Management Plan

Robert Dover presented the RMP for the 2019-20 plan year outlining the upcoming work goals which included conducting RFPs for Pharmacy Benefit Manager, Dental Administrator, Vision Administrator, Auditor and Life/AD&D Carrier .

Trustee Gilligan made a motion to approve the 2019-20 Risk Management Plan as presented, Trustee Rottweiler seconded the motion and the motion passed unanimously.

7. Medical Claims Update 2018-19 Plan Year

Kelly Schoonmaker from AmeriBen provided the trust with a year-end review on medical claims incurred from April 2018 through March 2019 and paid through May 2019. Kelly also reviewed Teladoc utilization from July 2018 through June 2019.

No motion required.

8. Prescription Claims Update 2018-19 Plan Year

Nikita Francis and Mindy Hollander from Navitus provided a year-end review on prescription claims paid, utilization of generic vs. brand, top ten drugs by plan paid, top ten drugs by script count and specialty from July 1, 2018 through June 30, 2019.

No motion required.

9. Dental and Vision Claims Update 2018-19 Plan Year

Rose Stamps-Proper from Ameritas provided a year-end review on dental claims paid from July 1, 2018 through June 30, 2019 and vision claims paid from July 1, 2018 through June 30, 2019.

No motion required.

10. EAP Utilization Review 2018-2019 Plan Year

Sarah Hernandez from Alliance Work Partners provided Trustees with a year-end utilization review from July 1, 2018 through June 30, 2019.

No motion required.

11. Wellness Report

Derrick Cooper from ECA discussed past, present and future programs for CCT Wellness.

No motion required.

12. CCT Vendor Bid Schedule

Robert Dover reviewed the updated CCT Vendor Bid Schedule with Trustees. Trustees agreed to move forward with the following RFP's: Life Carrier, Dental, Vision, PBM and Auditor for an effective date of July 1, 2020.

No motion required.

13. Administrative Update

Stephanie Moore updated the Trustees on the following items: Central Arizona College (CAC) possible joining CCT; AmeriBen Conference will be attended by Elda Orduno, Jennifer Graeme and James Tibbets with James also attending the site visit of AmeriBen's office; and gave a history of life insurance claims paid versus the amount of premium paid.

No motion required.

14. Future Agenda Items

It was asked that ECA present at a future trust meeting the following: air ambulance, vendor bids and entity renewal memberships.

No motion required.

15. Next Meeting Date – October 30, 2019

The next regular trust meeting is scheduled for October 30, 2019 at 2:00 p.m. with Cochise College to host.

No motion required.

17. Adjournment

The meeting was adjourned at 3:53 p.m.

Respectfully Submitted,

Robert Dover
Recording Secretary