



**Draft - Minutes of Quarterly Trust Meeting  
Wednesday, October 30, 2019**

**Trustees Present:**

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

**Others Present:**

|                                |                               |
|--------------------------------|-------------------------------|
| Kelly Schoonmaker, AmeriBen    | Lisa Culp, Cochise County     |
| Nikita Frances, Navitus        | Tracey Romero, Cochise County |
| Karla Anderson, Navitus        | Stephanie Moore, ECA          |
| James Tibbets, Cochise College | Robert Dover, ECA             |
| Wendy Koop, Cochise College    | Derrick Cooper, ECA           |
| Elda Orduno, Cochise County    |                               |

**Others Present on the Telephone:**

Jim Summers, Cheiron

**1. Call to Order**

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

**2. Discussion and Possible Action Regarding Membership Application for Central Arizona College**

CCT received a membership application from Central Arizona College (CAC) for a requested effective date of July 01, 2020. CAC meets the minimum requirements for membership in terms of being a public entity, employer contributions to the premium and number of employees. The actuary has indicated that CAC is not a financial fit for CCT unless membership is offered with a separate rate structure. Based on the actuary's analysis, ECA recommends CCT extend an offer of membership to CAC with a separate rate structure effective July 01, 2020.

*Trustee Rottweiler made a motion to extend an offer of membership to CAC with the stipulation of the actuarial recommended funding rate of 15.8% higher than CCT, Trustee Gilligan seconded the motion and the motion passed unanimously.*

**3. Discussion and Possible Action Regarding the approval of the July 31, 2019 Regular Trust Meeting Minutes**

*Trustee Rottweiler made a motion to approve the July 31, 2019 Regular Trust Meeting Minutes, Vice-Chairperson/Treasurer Morales seconded the motion and the motion passed unanimously.*

**4. Discussion and Possible Action Regarding approval of the July and August 2019 Financials**

Robert Dover from ECA presented a financial review of the July 2019 and August 2019 Financials.

*Vice-Chairperson/Treasurer Morales made a motion to approve the July and August 2019 Financials, Trustee Rottweiler seconded the motion, and the motion passed unanimously.*

**5. AmeriBen Review**

Kelly Schoonmaker from AmeriBen provided the trust with a full plan year review on medical claims Incurred and Paid from July 2018 through June 2019.

*No motion required.*

**6. Teladoc Review**

Kelly Schoonmaker from AmeriBen provided the trust with a full plan year review on Teladoc utilization from July 2018 through June 2019

*No motion required.*

**7. Navitus Review**

Nikita Francis and Karla Anderson from Navitus provided the trust with a review on pharmacy claims Incurred and Paid from July 2019 through September 2019.

*No motion required.*

**8. Vendor Reports**

Stephanie Moore from ECA presented reports from the following vendors: Ameritas Dental/Vision and AWP Employee Assistance Program.

*No motion required.*

**9. Discussion and Possible Action Regarding the June 30, 2019 IBNP Report**

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

*No motion required.*

**10. Discussion and Possible Action Regarding the Surplus/Deficit Report**

Stephanie Moore from ECA provided the Trustees the unaudited cash and surplus positions as of September 30, 2019 for both the College and County.

*No motion required.*

**11. Discussion and Possible Action Regarding CCT Membership Renewals**

The College and County are up for renewal as of June 30, 2020. For renewal, each entity must extend an offer of renewal to the other and then bring a resolution to their respective governing boards for approval. Renewals are for three years. The College extended an offer to the County and then the County extended an offer to the College for renewal.

*Trustee Rottweiler made a motion to extend an offer to Cochise County for renewal with CCT, Chairperson Davis seconded the motion, and the motion passed unanimously.*

*Trustee Gilligan made a motion to extend an offer to Cochise College for renewal with CCT, Vice-Chairperson/Treasurer seconded the motion, and the motion passed unanimously.*

**12. Wellness Program Update**

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

*No motion required.*

**13. Discussion and Possible Action Regarding the 2020-21 CCT Wellness Program**

Derrick Cooper from ECA proposed to Trustee's the following opportunities for expansion of the wellness program effective July 1, 2020, options included a chronic disease management program, step and activity portals, and/or a wellness portal.

*No motion required.*

**14. Administrative Update**

Stephanie Moore from ECA shared the following Administrative information with the Trustees:

- The PBM RFP is out to 5 different PBM prospects. We heard from 4 prospects (Navitus, SmithRx, Pharmastar and ProAct) that are interested in submitting a proposal. There was no confirmation from TranparantRx regarding submitting a proposal. Interview dates are set for December 11-12, 2019 at Cochise College.
- Auditor RFP will go out in November.
- Dental, Vision, and Life RFP's have been postponed to be completed in the 2020-21 plan year in anticipation of adding CAC to CCT.
- ECA is working on methods of communication that eliminate the need for employees to click on links to access the information.
- Chairperson Davis asked if the CCT website was ADA compliant? ECA will look into the website and report back on findings.

*No motion required.*

#### **15. Future Agenda Items**

Trustee Rottweiler requested ECA look at hosting a meeting with local hospital personnel along with Trustee Rottweiler regarding screenings and air ambulance.

*No motion required.*

#### **16. Next Meeting Date – January 15, 16 & 17, 2020**

The Annual Renewal Meeting in Tubac, Arizona at the Tubac Golf Resort & Spa will be the next regularly scheduled meeting.

*No motion required.*

#### **17. Call to the Public**

No public was present.

#### **18. Adjournment**

The meeting was adjourned at 4:24 p.m.

Respectfully Submitted,

Robert Dover  
Recording Secretary