



**FINAL - Minutes of Annual Organizational Trust Meeting
Wednesday, July 29, 2020**

Trustees Present:

Wendy Davis, Chairperson
Brandi Bain, Trustee
Sharon Gilman, Trustee
Elda Orduno, Trustee
J.D. Rottweiler, Trustee

Others Present:

Julie Morales, Cochise County	Nikita Pereira, Navitus
Ed Gilligan, Cochise County	Karla Anderson, Navitus
Wick Lewis, Cochise College	Mike Hensley, JS&H
James Tibbets, Cochise College	Wendy Koop, Cochise College
Jennifer Graeme, Cochise County	Scott Gregory, Gallagher
Paula Prock, Central Arizona College	Erin Collins, ECA
Kelly Schoonmaker, AmeriBen	Stephanie Moore, ECA
Ken Downie, EAP	Robert Dover, ECA
Rich Hanna, Ameritas	Derrick Cooper, ECA
Rose Stamps-Proper, Ameritas	Jenise Dimmick, ECA

1. Call to Order

The meeting was called to order at 2:01 p.m. by Chairperson Davis.

2. Discussion and Possible Action regarding Erin P Collins & Associates Inc. (ECA) Contract Assignment between Cochise Combined Trust (CCT) and Gallagher

Erin Collins from ECA and Scott Gregory from Gallagher, provided a Power Point presentation regarding key points and dates for the ECA and Gallagher merger and assigning the ECA contract for Cochise Combined Trust (CCT) to Gallagher. There was discussion regarding employee changes with ECA, fees and future service area assignments for CCT when the trust contract is assigned to Gallagher.

Trustee Rottweiler made a motion to enter into Executive Session at 2:29pm to further discuss the ECA/Gallagher merger with legal counsel, Trustee Orduno seconded the motion and the motion passed unanimously.

Trustee Rottweiler made a motion to return to Open Session at 2:51 pm, Trustee Bain seconded the motion and the motion passed unanimously.

Trustee Rottweiler made a motion to approve the assignment of the ECA, Inc. contracts for Pool Administration and Wellness to Gallagher effective September 01, 2020, Trustee Orduno seconded the motion and the motion passed unanimously.

Trustee Rottweiler made a motion to authorize the Chairperson to execute documents needed to complete the assignments subject to approval as to form by the trust attorney, Trustee Orduno seconded the motion and the motion passed unanimously.

3. Discussion and Possible Action regarding Election of Officers

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

4. Discussion and Possible Action regarding Approval of April 29, 2020 Regular Meeting Minutes

Trustee Bain made a motion to approve the April 29, 2020 Regular Meeting Minutes, Trustee Rottweiler seconded the motion and the motion passed unanimously.

5. Discussion and Possible Action regarding Approval of March 2020 through June 2020 Financials

Robert Dover from ECA, presented a financial review of March 2020 through June 2020 as well as a comparison to the Current End of Plan Year (7/1/2019 – 6/30/2020) to the Previous End of Plan Year (7/1/2018 – 6/30/2019).

Trustee Rottweiler made a motion to approve the March 2020 through June 2020 Financials, Trustee Orduno seconded the motion and the motion passed unanimously.

6. Medical Claims Update 2019-20 Plan Year

Kelly Schoonmaker from AmeriBen provided the trust with a year-end review on medical claims Incurred from July 2019 through June 2020 and paid through June 2020. Kelly also reviewed COVID 19 claims and Teladoc utilization from July 2019 through June 2020.

No motion required.

7. Prescription Claims Update 2019-20 Plan Year

Nikita Francis and Karla Anderson from Navitus provided a year-end review on prescription claims paid from July 1, 2019 through June 30, 2020.

No motion required.

8. Dental and Vision Claims Update 2019-20 Plan Year

Rich Hanna from Ameritas provided a year-end review on dental claims paid from July 1, 2019 through June 30, 2020 and vision claims paid from July 1, 2019 through June 30, 2020.

No motion required.

10. Ratification of 2020-21 Reinsurance Contract

Robert Dover discussed that ECA contracted for stop loss coverage with Unum, effective July 1, 2020. CCT received quotes from four (4) carriers for the 2020-21 plan year however only two (2) of them were firm quotes. CCT retained the specific deductible of \$200,000 with a 24/12 contract (12/12 contract on CAC members) for the 2020-21 plan year.

Trustee Rottweiler made a motion to ratify the 2020-21 reinsurance contract with Unum, Trustee Bain seconded the motion and the motion passed unanimously.

11. Discussion and Possible Action regarding 2020-21 Risk Management Plan

Stephanie Moore presented the RMP for the 2020-21 plan year outlining the upcoming work goals.

Trustee Bain made a motion to approve the 2020-21 Risk Management Plan as presented, Trustee Gilman seconded the motion and the motion passed unanimously.

12. COVID 19 Testing and Coverage

Stephanie Moore presented the COVID-19 current testing coverage by the trust.

No motion required.

13. Discussion and Possible Action regarding CCT Skin Cancer Screening

Derrick Cooper explained to the trust that ECA and Mobile Skin Screening (MSS) were unable to agree to a contract that was in the best interest of the trust. The trust was offered an alternative vendor, AIWW, and was provided the rate structure for AIWW.

There was a discussion by the trust to keep the Skin Cancer Screening and to have it delayed until Spring. The trust agreed to work on a contract with AIWW for Spring.

No motion required.

9. EAP Utilization Review 2019-2020 Plan Year – Trustee Rottweiler requested that agenda items requiring action be moved up. This item was put on hold and presented after item #13

Ken Downie from Alliance Work Partners provided Trustees with a year-end utilization review from July 1, 2019 through June 30, 2020

No motion required.

14. Wellness Report

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

No motion required.

15. Administrative Update

Stephanie Moore updated the Trustees on the following items: CAC transition to CCT, Subrogation recovery, a history of life insurance claims paid versus the amount of premium paid, and Conflict of Interest & HIPAA Confidentiality Agreement forms.

No motion required.

16. Future Agenda Items

No future agenda items.

No motion required.

17. Next Meeting Date – October 28, 2020

The next regular trust meeting is scheduled for October 28, 2020 at 2:00 p.m. with Cochise College to host or may be held virtually through Zoom.

No motion required.

18. Call to the Public

No public was present.

19. Adjournment

The meeting was adjourned at 4:41 p.m.

Respectfully Submitted,

Jenise Dimmick
Recording Secretary