



**MARICOPA COUNTY
SELF-INSURED BENEFITS TRUST FUND
BOARD OF TRUSTEES**

GENERAL SESSION

MEETING MINUTES

April 23, 2019

Benefits North Conference Room

**301 W. Jefferson Street, 3rd Floor, Ste. 3200, Phoenix,
AZ 85003**

1. **Call to order**

Trustee John Lewis Chairperson, convened the Benefits Trust Fund Board of Trustee's General Session at 11:06 a.m. Trustee Rex Jorgensen, Trustee Jim Steinkamp, Trustee Helena Whitney and Christine Stutz, Benefits Trust Fund Legal Counsel were present telephonically. Also present: Jan Plank, HR Director, Charlotte Marz, Deputy Director and Elizabeth Schafer, Benefits Administration Manager and Dave Hansen, Finance Manager.

2. **Approval of March 7, 2019 Trustee General Session meeting minutes**

Trustee Rex Jorgenson made a motion to approve the March 7, 2019 minutes. Trustee Helena Whitney seconded the motion. Motion carried unanimously with three (3) ayes, one (1) abstain and zero (0) nays.

3. **Introduction of New Trustee, Mr. Aaron Bacon**

Trustee Lewis, introduced Mr. Aaron Bacon District 4 and Mr. Grif Hiatt District 2, they are attending this meeting as citizens; they will officially be Trustees for the August 27, 2019 meeting.

4. **March YTD Financial Review and Full Year 2019 Financial Forecast – Presentation and Discussion**

Dave Hansen, Benefits Finance Manager, presented agenda items 4 and 5. Mr. Hansen presented the March 2019 Dashboard, which included each of the following categories: assets available to cover recommended reserve, large claim cost per plan, expenditures v. prior year and budget, expense per subscriber, and change in net position.

Mr. Hansen presented the FY Year-to-Date Financial Statements and supplementary information supporting the financial statements, including a review of claims and changes in cash balances.

Finally, Mr. Hansen presented the Full Year 2019 Forecast, which included each of the following categories: FY2019 forecast compared to FY2019 budget and FY2019 actual, revenue forecast, expenditure forecast, net margin forecast, payment of benefits, losses

and claims, self-insured funds, employee self-insured funds, paid large claims and fully insured (agency) funds.

6. **EASE PROGRAM REVIEW**

Elizabeth Schafer, Benefits Administration Manager presented an overview and update of the EASE Program.

7. **Investment Policy**

Charlotte Marz, Deputy Director, and Dave Hansen, Benefits Financial Manager, presented Policy A2509 Deposit and Investment Disclosures.

8. **Internal Audit Update**

Charlotte Marz, Deputy Director, presented an update on internal audit. The report is still with Internal Audit. They are reviewing policies, processes and procedures in Benefits and Wellness this year.

9. **Plan Design/Benchmark Review**

Charlotte Marz, Deputy Director, summarized each of the following: Benefits Start Here Stay Here, Medical Plan comparison chart, Dental comparison plans, Mercer Annual Benchmark report and Arizona County Government Survey.

10. **Call to the Public**

There were no members of the public present.

11. **Motion to Adjourn**

Trustee Jorgensen made a motion to adjourn the meeting. Trustee Whitney seconded the motion. The motion passed unanimously with four (4) ayes and zero (0) nays. The meeting was adjourned at 11:48 am.