

CITY OF PEORIA, ARIZONA  
Pine Conference Room  
City Hall main building  
March 6, 2019

A scheduled meeting of the **Employee Benefits Trust Board** for the City of Peoria, Arizona was convened at 8401 W Monroe St, Peoria, AZ in an open and public session at **3:01 PM**.

**Members Present:** Will Briggs, Board Secretary (via conference call)  
Sonia Andrews, Board Member  
Fred Burk, Board Member  
Glenna Hale, Board Member  
Keith Dines, Board Chair

**Members Absent:**

**Staff Present:** Laura Ingegneri, Human Resources Director  
Melissa Westerfield, Human Resources Specialist  
Tracey Booth, Human Resources Manager  
J R Imes, Safety Administrator  
Barry Houg, Deputy Director Finance  
Ben Beutler, Budget Coordinator  
Jothi Beljan, Assistant City Attorney  
Sharon Roberson, Assistant to the City Manager

**Others Present:** Charlie Broucek, Hays Companies  
Paula Campbell, Hay Companies  
Donald Gamble, Blue Cross Blue Shield  
Darren Deering, Blue Cross Blue Shield

***Note: The order in which items appear in the minutes is not necessarily the order in which they were discussed at the meeting.***

**CONSENT AGENDA:** All items listed on the consent agenda are considered to be routine or have been previously reviewed by the Board members and may be enacted by one motion. There is no separate discussion of these items unless a Board Member so requests in which event the item will be removed from the General Order of Business and is considered in its normal sequence on the agenda.

**CONSENT - NEW BUSINESS:** Motion was made by Board Member Glenna Hale and seconded by Board Member Will Briggs to approve the Consent Agenda. Upon vote, the motion carried unanimously.

1. **Disposition of Absence:**

Approved the excused absence of Board Member, Keith Dines, from the Employee Benefits Trust Board meeting held on October 18, 2018.

2. **Minutes:**

Approved the minutes of October 18, 2018 as presented.

3. **Authorization to Hold an Executive Session:**

There was no action taken on this agenda item.

**REGULAR AGENDA**

**NEW BUSINESS – General**

4. **Election of Officers**

Keith Dines presented and discussed the election of officers for the Fiscal Year 2018-2019, including Chairman and Secretary.

Board Member Glenna Hale moved to nominate/approve Keith Dines to remain as Board Chair for Fiscal Year 2018-2019. Motion seconded by Board Member Sonia Andrews. Upon vote, the motion carried unanimously.

Board Member Keith Dines moved to nominate/approve Will Briggs to remain as Board Secretary for Fiscal Year 2018-2019. Motion seconded by Board Member Fred Burk. Upon vote, the motion carried unanimously.

**NEW BUSINESS – EMPLOYEE BENEFITS**

5. **Employee Benefits – Financial Reports**

Barry Houg of the Finance and Budget Department presented and discussed the 2<sup>nd</sup> quarter (October - December) Fiscal Year 2018-2019 financial reports.

6. **Employee Benefits – Benchmark/Claims Reports**

Blue Cross Blue Shield of Arizona presented and discussed a review of claims and benchmark reporting.

7. **Employee Benefits – Analysis Reports**

Charlie Broucek of Hays Companies presented and discussed the Fiscal Year to date 2018-2019 medical and dental analysis reports, recommendation of preliminary renewal underwriting and rates for Fiscal Year 2019-2020.

8. **Employee Benefits – Budget Report**

Barry Houg of the Finance and Budget Department presented and discussed the adoption of the medical, dental, and vision budgets for Fiscal Year 2019-2020.

Board member Will Briggs moved to accept the recommendation to adopt the Fiscal Year 2019-2020 medical, dental, and vision budgets. Motion seconded by Board Member Glenna Hale. Upon vote, the motion carried unanimously.

9. **Employee Benefits – Wellness Update**

Wellness initiatives will be presented and discussed at a future meeting.

10. **Future Agenda Items**

Discussion of future agenda items for the Employee Benefits Trust Board- Employee Benefits.

- None

**NEW BUSINESS – Workers' Compensation**

11. **Workers' Compensation – Financial Reports**

Barry Houg of the Finance and Budget Department presented and discussed the 2<sup>nd</sup> quarter (October - December) Fiscal Year 2018-2019 financial reports.

12. **Workers' Compensation – Budget Report**

Barry Houg of the Finance and Budget Department presented and discussed the adoption of the workers' compensation budget for Fiscal Year 2019-2020.

Board member Glenna Hale moved to accept the recommendation to adopt the Fiscal Year 2019-2020 workers' compensation budget. Motion seconded by Board Member Will Briggs. Upon vote, the motion carried unanimously.

13. **Workers' Compensation – Preventative Safety Measures**

Preventative safety measures to reduce the risk of workers' compensation claims will be presented and discussed at a future meeting.

14. **Future Agenda Items**

Discussion of future agenda items for the Employee Benefits Trust Board- Workers Compensation.

- None

**ADJOURNMENT:**

Being no further business to come before the Board, the meeting was duly adjourned at 5:09 PM.

[Redacted Signature]

Will Briggs, Secretary

[Redacted Signature]

Keith Dines, Chair