

CITY OF PEORIA, ARIZONA  
**EMPLOYEE BENEFITS TRUST BOARD**

Pine Conference Room  
City Hall  
February 20, 2020

A **Regular Meeting** of the **Employee Benefits Trust Board** for the City of Peoria, Arizona was convened at 8401 W. Monroe St., Peoria, AZ 85345 in an open and public session at **3:02 PM**.

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

**Members Absent:**

**Staff Present:** Christine Nickel, Human Resources Director  
Connie VonDomarus, Human Resources Manager  
Tracey Booth, Human Resources Manager  
CamaLe Russell, Human Resources Supervisor  
Melissa Westerfield, Human Resources Analyst  
J R Imes, Safety Administrator  
Vanessa Hickman, City Attorney  
Barry Houg, Deputy Director Finance  
Sean Kindell, Deputy Director Finance  
Penny Kilen, Wellness Assistant

**Others Present:** Charlie Broucek, Hays Companies  
Danielle Buri, Intercare  
John Salonga, Intercare

***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 Secretary Sonia Andrews to approve the Consent Agenda. Upon vote, the motion carried unanimously 5 to 0.

1. **Disposition of Absence:**

Approved the excused absence of Board Member, Fred Burk, from the Employee Benefits Trust Board meeting held on December 3, 2019.

2. **Minutes:**

Approved the minutes of December 3, 2019 as presented.

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

There was no action taken on this agenda item.

**REGULAR AGENDA**

**NEW BUSINESS – Employee Benefits**

4. **Employee Benefits – Financial Reports**

Sean Kindell of the Finance and Budget Department presented and discussed the 2<sup>nd</sup> quarter (October - December) Fiscal Year 2019-2020 financial reports related to employee benefits.

5. **Employee Benefits – Analysis Reports**

Charlie Broucek of Hays Companies presented and discussed the fiscal year to date 2019-2020 medical and dental analysis reports related to employee benefits.

6. **Employee Benefits – Fiscal Year Changes**

Christine Nickel of the Human Resources Department presented and discussed the Fiscal Year changes to dental benefits and wellness initiatives offered to City of Peoria employees.

7. **Employee Benefits – Underwriting and Rate Renewal**

Charlie Broucek of Hays Companies presented and discussed the recommendation to the Employee Benefits Trust Board of preliminary renewal underwriting and rates for Fiscal Year 2020-2021.

8. **Employee Benefits – Budget Report** (Agenda item 9 discussed prior to 8)

Barry Houg of the Finance and Budget Department presented and discussed the adoption of the medical and dental budgets related to employee benefits for Fiscal Year 2020-2021.

Board member Will Briggs moved to accept the recommendation to adopt the Fiscal Year 2020-2021 medical and dental budgets. Motion seconded by Board Member Glenna Hale Upon vote, the motion carried unanimously 5 to 0.

**9. Employee Benefits – Wellness Update**

Tracey Booth of the Human Resources Department presented and discussed an overview of the current wellness initiatives and historical performance of the wellness program.

**10. Future Agenda Items**

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

- Calculation on Stop Loss coverage at a rate of \$225,000 and \$250,000
- Preview of large claim activity that may be approaching
- Wellness Benchmarks

**NEW BUSINESS – Workers’ Compensation**

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

Sean Kindell of the Finance and Budget Department presented and discussed the 2<sup>nd</sup> quarter (October - December) Fiscal Year 2019-2020 financial reports related to the workers’ compensation employee benefits.

**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 2020-2021.

Board member Glenna Hale moved to accept the recommendation to adopt the Fiscal Year 2020-2021 workers’ compensation budget. Motion seconded by Board Member Sonia Andrews Upon vote, the motion carried unanimously 5 to 0.

**13. Workers’ Compensation – Intercare Annual Account Program Review**

Danielle Buri of the Intercare presented and discussed the City of Peoria’s annual workers’ compensation program review.

**14. Workers’ Compensation – Safety**

J R Imes of the Human Resources Department presented and discussed safety measures being implemented with City of Peoria employees to reduce the risk of workers’ compensation claims.

**15. Future Agenda Items**

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

**Call to the Public:**

None

**Updates from Staff:**

None

**Reports from Employee Benefits Trust Board:**

None

**ADJOURNMENT:**

Being no further business to come before the Employee Benefits Trust Board, the meeting was duly adjourned at **4:46 PM**.

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Keith Dines, Chair

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Will Briggs, Secretary