

CITY OF SURPRISE

**HEALTH BENEFITS TRUST FUND BOARD
16000 North Civic Center Plaza
Surprise, AZ 85374**

December 4, 2024

MEETING MINUTES

CALL TO ORDER

Chairperson Renee Pastor called the Health Benefits Trust Fund Meeting to order at 4:01 p.m. at Surprise City Hall, 16000 North Civic Center Plaza, Surprise, Arizona 85374, on Wednesday, December 4, 2024.

ROLL CALL

In attendance were Chairperson Renee Pastor, Vice Chair William Coniam, Board Member Candace Rachal, and Board Member Andrea Davis. Board Member Barbara Minick was absent, excused.

STAFF PRESENT:

Robert Wingo, City Attorney; Donna Meuse, Human Resources Director; Paige Gearhart, Human Resources Manager; Digger Oster, Risk Manager – Senior; Ariana Reyna, Human Resources Business Partner; Sandy Simmons, Budget Manager; Erick Martin, Assistant Director – Finance; Laura Roybal, Management Analyst.

PLEDGE OF ALLEGIANCE

CURRENT EVENTS REPORT

None

STAFF REPORT

None

CALL TO THE PUBLIC

None

CONSENT AGENDA

Item 1: Consideration and action pertaining to the approval of the August 28, 2024 Health Benefits Trust Fund Board Meeting Minutes.

- Vice Chair William Coniam made a motion to approve the minutes for the August 28, 2024 meeting. Board Member Andrea Davis seconded the motion. Motion passed.

REGULAR AGENDA ITEMS NOT REQUIRING A PUBLIC HEARING

Item 2: Presentation and discussion pertaining to CBIZ Consulting FY2025 1st Quarter Report.

- Melissa Barbakoff presented CBIZ Consulting's FY2025 1st Quarter Report.
- Mike Zucarelli responded to Board Member Barb Minick's request for additional pharmacy cost information.
- David Zucarelli presented the City's pharmacy spend and rebate summary.

Item 3: Presentation and discussion pertaining to the City's unaudited Employee Healthcare and Workers' Compensation Self Insurance Funds Financial Report for FY2024 4th Quarter and FY2025 1st Quarter.

- Erick Martin presented the FY2024 4th Quarter and FY 2025 1st Quarter Financial Reports.

Item 4: Consideration and action pertaining to the Health Benefit Trust Fund Board Annual Calendar for 2024.

- Discussion was had regarding the dates and times for the scheduled meetings. The proposed calendar was amended to reflect the following change:
 - March 5, 2025 3:00 pm (no changes from proposed)
 - June 4, 2025 4:00 pm (changed from May 21, 2024)
 - August 27, 2025 4:00 pm (no changes from proposed)
 - December 3, 2025 4:00 pm (no changes from proposed)
- Board Member Rachal made a motion to approve the meeting calendar for 2025, as amended. Board Member Davis seconded the motion. Motion passed.

Item 5: Consideration and action to elect a Chairperson and Vice-Chairperson for the Health Benefits Trust Fund Board.

- Board Member Candace Rachal nominated William Coniam as Chairperson of the Health Benefits Trust Fund Board. Chairperson Renee Pastor seconded the nomination. Motion passed.
- New elect Chairperson William Coniam nominated Candace Rachal as Vice-Chair of the Health Benefits Trust Fund Board. Board Member Davis seconded the motion. Motion passed.

Item 6: Consideration and action pertaining to approval of a settlement in the amount of \$140,000, which includes loss of earning capacity benefits set-aside fully funded and self-administered, in exchange for, and subject to, the waiver of all Workers' Compensation claims and benefits to the extent allowed by law.

- Board Member Davis made a motion to approve the settlement. Board Member Pastor seconded the motion. Motion passed.

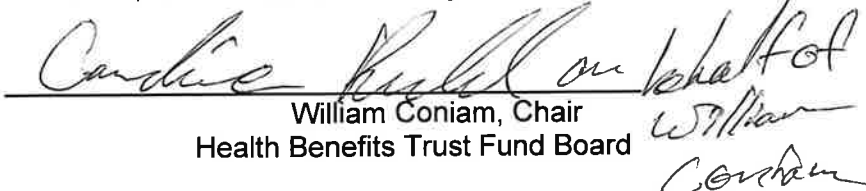
OTHER BUSINESS

EXECUTIVE SESSION

No executive session was held.

ADJOURNMENT

Board Member Rachal made a motion to adjourn the meeting. Board Member Andrea Davis seconded the motion. Motion passed. Hearing no further business, Board Member Pastor adjourned the Health Benefits Trust Fund meeting at 4:39 p.m.


William Coniam, Chair
Health Benefits Trust Fund Board