

CITY OF SURPRISE

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

November 30, 2022

MEETING MINUTES

CALL TO ORDER

Chairperson Renee Pastor called the Health Benefits Trust Fund Meeting to order at 4:05 p.m. at Surprise City Hall, 16000 North Civic Center Plaza, Surprise, Arizona 85374, on Wednesday, November 30, 2022.

ROLL CALL

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

STAFF PRESENT:

Donna Meuse, Human Resources Director; Lindsey Steinhoff, Human Resources Business Partner; Digger Oster, Risk Manager – Senior; Thomas Partin, Workers' Compensation Senior Claim Adjuster; Jennifer Medina, Budget Manager; Jenna Garcia, Financial Analyst – Senior; Laura Roybal, Administrative Services Assistant.

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 24, 2022 Health Benefits Trust Fund Board Meeting Minutes.

- Vice Chair William Coniam made a motion to approve the minutes. Board Member Rachal seconded the motion. Motion passed.

REGULAR AGENDA ITEMS NOT REQUIRING A PUBLIC HEARING

Item 2: Presentation and discussion pertaining to CBIZ Consulting FY2023 1st Quarter Report.

- Melissa Barbakoff presented CBIZ Consulting's FY2023 1st Quarter Report, as well the city's pharmacy spend and rebate summary.
- Michael Zucarelli discussed the utilization of the pharmacy benefits and the increase in rebates due to that utilization and the use of brand name pharmaceuticals.

Item 3: Presentation and discussion pertaining to the City's unaudited Employee Healthcare and Workers' Compensation Self Insurance Funds Financial Report for FY2022 4th Quarter and FY2023 1st Quarter.

- Andrea Davis, Finance Director, presented the FY2022 4th Quarter and FY2023 1st Quarter Financial Reports.

Item 4: Consideration and action pertaining to the Health Benefit Trust Fund Board Annual Calendar for 2023.

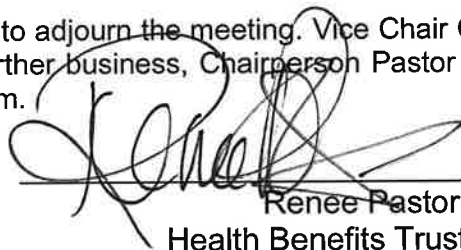
- Andrea Davis presented the proposed meeting dates for 2023. After discussion regarding the meeting in March, the date for that meeting was changed from March 1st to March 8th, 2023.
- Vice Chair Coniam made a motion to approve the 2023 calendar, as amended. Board Member Davis seconded the motion. Motion passed.

OTHER BUSINESS

- A discussion of the upcoming RFP will be included in the meeting scheduled for May 24th, 2023.
- A summary of the Workers' Compensation actuarial report was requested for the meeting scheduled May 24th, 2023.

ADJOURNMENT

Board Member Rachal made a motion to adjourn the meeting. Vice Chair Coniam seconded the motion. Motion passed. Hearing no further business, Chairperson Pastor adjourned the Health Benefits Trust Fund meeting at 4:59 p.m.



A handwritten signature in black ink, appearing to read 'Renee Pastor', is written over a horizontal line. The signature is stylized and cursive.

Renee Pastor, Chair
Health Benefits Trust Fund Board