



DRAFT - Minutes of Quarterly Trust and Annual Organizational Meeting Wednesday, July 24, 2024

Trustees Present:

Wendy Davis, Chairperson
Sharon Gilman, Vice-Chairperson
Jackie Elliott, Trustee
Richard Karwaczka, Trustee
Jennifer Lawson, Trustee
J.D. Rottweiler, Trustee

Others Present:

Wendy Koop, Cochise College	Laura Montini, GBS
Jennifer Graeme, Cochise County	Stephanie Moore, GBS
Nayla Ramirez, CAC	Valerie Velez, GBS

1. Call to Order

The meeting was called to order at 2:00 p.m. by Chairperson Davis.

2. Discussion and Possible Action Regarding Election of Officers

Trustee Karwaczka nominated Wendy Davis to serve as Trust Chairperson, Trustee Elliott seconded the nomination, and the nomination was approved unanimously. Trustee Karwaczka nominated Sharon Gilman to serve as Trust Vice- Chairperson, Trustee Elliott seconded the nomination, and the nomination was approved unanimously. Trustee Rottweiler nominated GBS to serve as Trust Recording Secretary, Trustee Karwaczka seconded the nomination, and the nomination was approved unanimously.

3. Discussion and Possible Action Regarding the Approval of the April 24, 2024, Trust Meeting Minutes

Trustee Karwaczka moved to approve the April 24, 2024, Trust Meeting Minutes. Trustee Gilman seconded the motion, which passed unanimously.

4. Discussion and Possible Action Regarding Approval of the March, April, May and June 2024 Trust Financial Reports

Stephanie Moore from GBS presented the Trust's financial position through June 30, 2024. It was noted that the Trust finished the plan year at approximately 102% of budget and a plan year cash position of \$918, 956.

Trustee Karwaczka moved to approve the March, April, May, and June 2024 Financials as presented. Trustee Rottweiler seconded the motion, which passed unanimously.

5. Discussion and Possible Action Regarding the Ratification of the 2024-25 Reinsurance renewal.

Stephanie Moore presented the details of the reinsurance contract which was bound by Chairperson Davis. The renewal was a 5.67% increase on a PAID contract with Berkshire Hathaway maintaining the \$200,000 specific deductible and one member lasered at \$460,000 and one member lasered at \$350,000.

Trustee Rottweiler moved to ratify the 2024-25 reinsurance contract as bound by Chairperson Davis, Trustee Karwaczka seconded the motion, which passed unanimously.

6. Discussion and Possible Action Regarding the Approval of the Issuance of a CCT credit card through Chase Bank.

Stephanie Moore explained that Gallagher has been looking for a cleaner method of fronting Trust purchases that the current method due to audit issues. After some research we learned that Chase would open a credit card account for CCT. Each month the statement and the receipts would be sent to the Chairperson for review as we currently do for Gallagher reimbursements.

Trustee Rottweiler motioned to approve the issuance of a CCT credit card through Chase bank, Trustee Karwaczka seconded the motion, which passed unanimously.

7. Wellbeing Program Update

Laura Montini from GBS provided updates on the wellbeing program. The Health Risk Assessment screening had 251 participants which is comparable to the prior year. The 2023-24 5K fun run had 89 participants. Laura stated that she is planning to move the registration and completion process to a more user-friendly site. The skin cancer screening had 147 participants and the new vendor received positive feedback. Upcoming events include, healthy heart blood draw, the cardiac and organ screening, flu vaccinations and the mammography screening. The Thrive and Bloom program is set to launch August 1, 2024.

The launch was delayed by contractual issues. The vendor for the retinopathy screening (eyes) will now be Health First and they will be adding an acoustic reflex screening (ears) to the on-site event.

8. Administrative Update

Conflict of interest and HIPAA forms were distributed to all Trustees and HR staff *with PHI access*. Voluntary life payments will now be reflected in the month premiums were paid. A CCT lockbox was created at Chase bank for deposits instead of the remote deposit process. PCORI IRS form was completed and submitted with payment. The vision benefits were not updated at Eye Med due to the retirement of the Trust's EyeMed representative in April. They are being updated now and claims will be reprocessed to apply the new benefits. Jake Goll from Navitus was replaced by Bryan Espinoza and Valerie Velez leaves Gallagher.

9. Future Agenda Items

There were no future agenda items.

No motion required.

10. Call to the Public

No public was present.

No motion required.

11. Adjournment

The meeting was adjourned at 2:32 p.m.

Respectfully Submitted,
Stephanie Moore
Recording Secretary