



**MARICOPA COUNTY
SELF-INSURED BENEFITS TRUST FUND
BOARD OF TRUSTEES**

GENERAL SESSION

MEETING MINUTES

March 7, 2019

**Benefits North Conference Room
301 W. Jefferson Street, 3rd Floor, Ste. 3200, Phoenix,
AZ 85003**

1. Call to order

Trustee Helena Whitney, acting as Chairperson in Trustee Lewis' absence, convened the Benefits Trust Fund Board of Trustees' General Session at 2:11 p.m. Trustee Rex Jorgensen, Trustee Jim Steinkamp and Christine Stutz, Benefits Trust Fund Legal Counsel were present telephonically. Also present: Jan Plank, HR Director, Charlotte Marz, Deputy Director and Elizabeth Schafer, Benefits Administrative Manager and Dave Hansen, Finance Manager. Trustees Brad Arnett and John Lewis were not present for the meeting.

2. Approval of October 30, 2018 Trustee General Session meeting minutes

Trustee Rex Jorgenson made a motion to approve the October 30, 2018 minutes. Trustee Helena Whitney seconded the motion. Motion carried unanimously with (3) ayes and zero (0) nays.

3. Introduction of New Trustee, Mr. Aaron Bacon

Mr. Bacon was not present. Item postponed.

4. Mid-Year Financial Review– Presentation and Discussion

5. Financial Statements – Presentation and Discussion

6. Full Year 2019 Forecast – Presentation and Discussion

Dave Hansen, Benefits Finance Manager, presented agenda items 4, 5 and 6. Mr. Hansen presented the Dashboard, which included each of the following categories: assets available to cover recommended reserve, large claim cost per plan, expenditures v. prior year and budget, expense per subscriber, and change in net position.

Mr. Hansen presented the 2018 Audit Report, which included each of the following categories: independent auditors report, management's discussion and analysis, financial statements and required supplementary information.

Mr. Hansen presented the FY Year-to-Date Financial Statements and supplementary information supporting the financial statements including a review of claims and changes in cash balances.

Finally, Mr. Hansen presented the Full Year 2019 Forecast, which included each of the following categories; FY2019 forecast compared to FY2019 budget and FY2019 actual, revenue forecast, expenditure forecast, net margin forecast, payment of benefits, losses and claims, self-insured funds, employee self-insured funds, paid large claims and fully insured (agency) funds.

7. FY 2020 Budget Update

Charlotte Marz, Benefits Deputy Director presented the Proposed FY2020 budget for Benefits Trust, trust revenues, trust expenses. No change from FY 2019 including no increase to contributions for departments or employees.

8. Discussion of Meeting Schedule for 2019 – Presentation and Discussion

Ms. Marz, Benefits Deputy Director reviewed the meeting schedule for 2019.

9. Call to Public

There were no members of the public present.

10. Motion to Adjourn

Trustee Jorgensen made a motion to adjourn the meeting. Trustee Whitney seconded the motion. The motion passed unanimously with three (3) ayes and zero (0) nays. The meeting was adjourned at 2:44 p.m.