



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

GENERAL SESSION

MEETING MINUTES

August 25, 2020

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

1. **Call to order**

John Lewis, Chairperson, convened the Benefits Trust Fund Board of Trustee's General Session at 11:03 a.m.

- Trustees Present (telephonically): Jim Steinkamp, Rex Jorgensen, Aaron Bacon, Helena Whitney, Griff Hiatt, and John Lewis.
- Staff Present: Charlotte Marz, Deputy Director; Elizabeth Schafer, Benefits Administration Manager; Dave Hansen, Benefits Finance Manager.
- Staff Present (telephonically): Tawn Thornton Kao, Benefits Trust Fund Legal Counsel and Nancy Johnson, Program Coordinator.

2. **Approval of April 28, 2020 Trustee General Session Meeting Minutes**

Action taken: Trustee Steinkamp made a motion to approve the April 28, 2020 minutes. Trustee Jorgensen seconded the motion. The motion passed unanimously with six (6) ayes and zero (0) nays.

3. **Review of Maricopa County Benefits Plan document (Eleventh Amendment and Restatement**

Materials distributed: Maricopa County – Consolidated Plan (Eleventh Amendment and Restatement – Final (for Board Approval) 8/5/20.

Charlotte Marz, Deputy Director, presented the Eleventh Amendment which incorporates several documents into the plan to include substantive changes related to the CARES Act and Internal Revenue Service (IRS) changes related to COVID. This will be presented to the Board of Supervisors on September 2, 2020.

4. **Full Year 2019-2020 Unaudited Financial Statements – Presentation and Discussion AND Full Year 2020-2021 Forecast – Presentation and Discussion**

Materials distributed: Maricopa County June 2020 Financial Commentary and June 2020 Financial Commentary Version 2 Supplementary.

Dave Hansen, Benefits Finance Manager, presented the June 2020 YTD Dashboard, Financial Commentary, Claims Exceeding \$ 100,000 with Appendix A, Review of Cash, Fund Balance Roll-Forward, Changes in Net Assets, FY 2020 Unaudited Financial Results, and FY 2020-2021 Forecast.

Trustee Lewis asked if the increase in large claims was due to COVID. Mr. Hansen said it is related to COVID and believes the claims would be higher because some medical treatment such as elected surgeries have been reduced due to COVID. Ms. Marz said the 14.6% increase did not include COVID explaining the County did not have large COVID activity.

Ms. Marz explained in response to the pandemic some actions have been taken, one of which, is the closure of the onsite health clinic, located in the basement, effective in December 2020 due to less utilization because more people are working from home and in looking at the year over year costs of the clinic. An additional action was to implement COVID and antibody testing for employees and moving forward, utilizing the testing equipment for the COVID testing to use for possible cancer prevention testing.

5. **Call to the Public**

Chairperson Lewis made a call to the public. No one from the public wished to speak.

6. **Motion to Adjourn**

Action taken: Trustee Jorgensen made a motion to adjourn the meeting. Trustee Hiatt seconded the motion. The motion passed unanimously with six (6) ayes and zero (0) nays. The meeting was adjourned at 11:32 pm.