

**MINUTES**  
**Regular Meeting**  
**City of San Luis Employee Benefit Trust**  
**Council Chambers – City Hall**  
**1090 E Union Street**  
**San Luis, AZ 85349**  
**Wednesday, March 13, 2019**  
**5:30 p.m.**

**NOTE:** Some members of the Board of Trustees of the City of San Luis Employee Benefit Trust may attend the meeting telephonically. If authorized by majority vote of the Board of Trustees, an executive session will be held immediately following the vote in accordance with A.R.S. §38-431.03 (A) and the meeting will be temporarily recessed while the Board retires to executive session which will not be open to the public.

1. **CALL TO ORDER/ROLL CALL** Mayor Gerardo Sanchez called the meeting to order at approximately 5:35 PM.

**THOSE PRESENT:**

**Board Member Maria Gonzalez**  
**Secretary Maria Sabori**  
**Chairman Gerardo Sanchez**

**THOSE NOT PRESENT:**

**Vice Chairman Emma Torres**

**OTHERS PRESENT:**

**Kay Marion Macuil, City Attorney**  
**Janet Taylor, Acting Clerk of the Board**  
**Maria Munoz, Benefits Coordinator**  
**Susan Posada, Benefits Consultant – by phone**  
**Edgar Carbajal, Human Resources**  
**Jonathan Dumadag, IT Senior Tech**

**2. CONSENT AGENDA**

**2.A. MINUTES OF**

Regular board meeting held February 13, 2019

**MOTION:** Chairman Gerardo Sanchez and Secretary Maria Sabori to approve the consent agenda.

**Members voting in favor:**

Chairman Gerardo Sanchez,  
Board Member Maria Gonzalez,  
Secretary Maria Sabori.

**Members voting against:**

None

**3.A. DISCUSSION AND POSSIBLE ACTION ITEMS:**

Discussion and possible action on any and all matters regarding excluding from the Trust the mandatory benefit under A.R.S. §38-673 for police and firefighters for counseling after exposure to traumatic events. ITEM CONTINUED FROM REGULAR BOARD MEETING HELD ON FEBRUARY 13, 2019. **(Monica Castro, City Finance Director and Kay Marion Macuil, City Attorney)**

**Monica Castro, Director of Finance, was not able to be present.**

Kay Marion Macuil, City Attorney, explained this item was discussed at the prior trust meeting with Susan Posada, and the trustees asked us to clarify whether workers compensation would pay for the City. Our worker's compensation is part of our risk pool plan, and Maria Sabori as our Risk Manager called the risk pool, and our worker's compensation company does not cover it. So the police and fire are planning on budgeting for it, and so we are recommending and Monica from finance is recommending that it not go in to the trust since it only benefits those two groups of employees and not all employees and also because the costs are so hard to determine to give the trustees a good handle on it we don't have any history with this and so we are recommending that it not be in the trust.

Chairman Sanchez responded by asking if this was going to be by department both the fire and police are going to have this item on their budget?

Kay Marion Macuil City Attorney responded yes, they are both planning for the budget retreat to give it a number and do their best to stay in that budget.

Chairman Sanchez responded that it made sense. Chairman Sanchez also commented, so this will not appear in the trust, and this will be coming from their yearly budget.

Ms. Macuil responded-right.

Chairman Sanchez asked if any action will be taken?

Ms. Macuil replied yes this one I did do a motion to recommend not allowing it in the trust. So I put I move to deny incorporating the traumatic event mental health benefit for police and firefighters under A.R.S. §38-673 into the trust.

**MOTION:** Chairman Sanchez and Board Member Maria Gonzalez to deny incorporating the Traumatic Event Mental Health benefit for police and firefighters under A.R.S. §38-673 into the Trust.

**Members voting in favor:**

Chairman Gerardo Sanchez,  
Board Member Maria Gonzalez,  
Secretary Maria Sabori.

**Members voting against:**

None

**3.B.** Discussion and possible action on any and all matters regarding a contract with Counseling & Family Resources, Ltd., for Employee Assistance Program Preferred (EAPP) for administration assistance of the mandatory traumatic event counseling for police and firefighters. ITEM CONTINUED FROM REGULAR BOARD MEETING HELD FEBRUARY 13, 2019. **(Monica Castro, Director of Finance and Kay Marion Macuil, City Attorney)**

**Monica Castro, Director of Finance not present.**

Kay Macuil, City Attorney, explained that this is related to the other item it is a contract to help implement the program in case the trustees had wanted it we are recommending that this agreement be signed by the City instead of the Trust.

Susan Posada, Benefits Consultant, asked that Kay explain the last statement to her again.

Kay Macuil, City Attorney commented, Susan this is the EAP contract for Traumatic Events, and we are recommending denying inclusion into the Trust this contract.

Susan Posada replied, okay good. Thank you

**MOTION:** Chairman Sanchez and Board Member Maria Gonzalez to deny inclusion of the EAPP contract in the Trust.

**Members voting in favor:**

Chairman Gerardo Sanchez,  
Board Member Maria Gonzalez,  
Secretary Maria Sabori.

**Members voting against:**

None

**3.C.** Discussion and possible action on any and all matters regarding amending the City of San Luis Employee Benefit Trust. **(Kay Marion Macuil, City Attorney)**

Kay Macuil, City Attorney, stated that everyone wanted to continue on the Trust so we are recommending that the trustees change so that everybody can have another term.

Chairman Sanchez commented, I thank every member I really do. Continuing what we have done is very important and I thank you. I really thank you.

Ms. Macuil stated that was the only thing she amended while she was in there. Yes that was the only change I made to the Trust. The three (3) consecutive terms instead of two (2).

Chairman Sanchez replied so now all I have to do is recommend the following motion?

Ms. Macuil, yes

**MOTION:** Chairman Sanchez and Secretary Maria Sabori to approve the amendment to the trust allowing for three (3) consecutive appointments as trustee, as presented.

**Members voting in favor:**

Chairman Gerardo Sanchez,  
Board Member Maria Gonzalez,  
Secretary Maria Sabori.

**Members voting against:**

None

Chairman Sanchez asked Ms. Macuil if this was going in front of council tonight and Ms. Macuil replied yes and everyone needs to sign here and we will take that document to council tonight.

Chairman Sanchez replied, okay

**3.D. Discussion and possible action on any and all matters regarding the terms of all Trust Board Members and recommendations for appointments to expiring terms. ITEM CONTINUED FROM REGULAR BOARD MEETING HELD ON FEBRUARY 13, 2019. (Kay Marion Macuil, City Attorney)**

Kay Macuil, City Attorney, stated that this item we have even with the extension of another term two (2) terms are ending tomorrow, but we never decided who had that staggered term so if you could decide among yourselves which two (2) have the term ending this year and so that you will go to 2024 and the other two (2) will go to 2025. Because their terms will end next year.

Chairman Sanchez said Maria and Maria this year and Emma and myself next term.

Ms. Macuil responded, okay Maria wants to end tomorrow

Chairman Sanchez replied yes

Maria Sabori, Secretary of the Board, asked how does that work it ends tomorrow then it is five (5) years and that will take you to March 2024.

Chairman Sanchez stated to Maria Sabori; you can always quit.

Ms. Macuil asked, the two (2) Maria's?

Board Member Maria Gonzalez stated I have a question? Remember those documents I signed last year was it about this trust or was that a different thing? Remember I signed some documents with you and Janet? Was it another committee?

Janet Taylor, Acting Clerk, stated to Ms. Gonzalez that is was another committee.

Board Member, Maria Gonzalez said that she was sorry she couldn't remember

Ms. Macuil stated like a swearing-in the document it was probably one of the many boards you are on. It was probably the detention one.

Janet Taylor, Acting Clerk commented to Mr. Chairman the minutes are we going to approve those this meeting?

Ms. Macuil stated let's get this item that is on the table right now. So the two (2) Maria's would like to expire tomorrow?

Both Ms. Gonzalez and Ms. Sabori replied that it was fine.

Ms. Macuil stated that she had a motion and it would be I move that the trustees Maria Gonzalez and Maria Sabori have the term which ends March 14, 2019, and recommends reappointment for a third term ending 2024.

**MOTION:** Chairman Sanchez and Board Member Maria Gonzalez recommend trustees Maria Gonzalez and Maria Sabori have the term which ends March 14, 2019, and recommends reappointment for a third term ending 2024.

**Members voting in favor:**

Chairman Gerardo Sanchez,  
Board Member Maria Gonzalez,  
Secretary Maria Sabori.

**Members voting against:**

None

Ms. Macuil stated that there was one (1) item left on the agenda we skipped the minutes.

**MOTION:** Chairman Sanchez and Maria Gonzalez to approve the consent agenda which includes the minutes. Members voting in favor: Chairman Gerardo Sanchez, Board Member Maria Gonzalez, Secretary Maria Sabori.

**Members voting in favor:**

Chairman Gerardo Sanchez,  
Board Member Maria Gonzalez,  
Secretary Maria Sabori.

**Members voting against:**

None

**4.D. ADJOURNMENT**

APPROVED BY MEMBERS

DATE: APRIL 10, 2019

MINUTE TAKER s/J.Taylor

**MOTION:** Chairman Sanchez and Board Member Maria Gonzalez to adjourn the meeting.

**Members voting in favor:**

Chairman Gerardo Sanchez,  
Board Member Maria Gonzalez,  
Secretary Maria Sabori.

**Members voting against:**

None

Meeting adjourned at approximately 5:50PM