

MINUTES
Special Meeting
City of San Luis Employee Benefit Trust
Council Chambers - City Hall
1090 E. Union Street
San Luis, AZ 85349
May 29, 2024
3:00 p.m.

1. CALL TO ORDER/ROLL CALL

Chairman Javier Vargas called the meeting to order at approximately 3:06 p.m.

PRESENT: Javier Vargas, Chairman
Gustavo MacGrew, Board Member
Maria Sabori, Secretary

ABSENT: Emma Torres, Vice Chairwoman
Maria Gonzalez, Board Member

OTHERS PRESENT: Adela Cortez, Director of Human Resources
Kay Marion Macuil, City Attorney
Melissa Lopez, Deputy City Clerk
Jenny Torres, Acting City Manager
Roula Encinas, Acting Director of Finance
Jose Antonio Maldonado, Video Production & Operation Specialist
Joel Arizmendi, IT Technician

2. CONSENT AGENDA

2. A. MINUTES OF

-Special meeting held on February 15, 2024

MOTION: Secretary Maria Sabori/Board Member Gustavo MacGrew to approve the Consent Agenda. The motion passed unanimously.

The vote was as follows:

Javier Vargas, Chairman	Aye
Gustavo MacGrew, Board Member	Aye
Maria Sabori, Secretary	Aye

3. DISCUSSION AND POSSIBLE ACTION ITEM:

3. A. Discussion and possible action on any and all matters regarding the Employee Benefits Plan changes effective July 1, 2024. (Oscar Diaz, Vice President of CBIZ-Business Development)

Mr. Oscar Diaz, Vice President of CBIZ-Business Development, explained that as the employee benefits consultant, he has been able to review the plans and renewals. He presented a Report Recap for Plan Year covering July 1, 2023, to June 30, 2024.

He made a PowerPoint Presentation regarding the Medical/Dental Plan Renewal for fiscal year July 1, 2024 – June 30, 2025, that contained the 2024/2025 Plan Changes. A copy of this presentation is included with the complete agenda packet filed in the City Clerk's Office.

MOTION: Chairman J. Vargas/Secretary M. Sabori to approve the benefits plan changes as presented. The motion passed unanimously.

The vote was as follows:

Chairman Javier Vargas	Aye
Board Member Gustavo MacGrew	Aye
Maria Sabori, Secretary	Aye

3. B. Discussion and action on any and all matters regarding the Stop Loss Insurance Plan renewal. (Oscar Diaz, Vice President of CBIZ-Business Development)

Mr. Oscar Diaz, Vice President of CBIZ-Business Development, made a PowerPoint Presentation regarding the Medical Stop Loss that contained the following: Medical Stop Loss Insurance Marketing Results, Medical Stop Loss Insurance Plan Renewal-CBIZ Recommendation, City of San Luis Stop Loss Reinsurance Renewal 2024/2025-Plan Contributions vs. Actual Claims and Expected/Maximum Liabilities, CBIZ Medical Plans Funding Projections,

A copy of this presentation is included with the complete agenda packet filed in the City Clerk's Office.

MOTION: Secretary M. Sabori/Board Member G. MacGrew to approve remaining with Matrix Group Benefits, LLC as out Stop Loss Insurance Carrier and select Policy Option #2, as presented. The motion passed unanimously.

The vote was as follows:

Chairman Javier Vargas	Aye
Board Member Gustavo MacGrew	Aye
Maria Sabori, Secretary	Aye

3. C. Discussion and possible action on any and all matters regarding the allocated budget for City's Wellness Program. (Maria Munoz, Human Resources Analyst)

Ms. Mary Barajas, Human Resources Coordinator, explained that the city's wellness program aims to strengthen individuals' physical, mental, and financial well-being. She added that the city is committed to enhancing the wellness program to include activities that promote mental and financial welfare for employees. She informed that currently, the program has two (2) different budget allocations: the Human Resources and the Employee Benefit Trust. This practice has made it difficult to determine which service fees or items should be paid from which account. She mentioned that a sole allocation of funds will help better track the expenses and activities and will properly coordinate wellness activities and events. Ms. Barajas requested the Trust to reallocate the \$18,000 currently allocated for the Wellness Program under the Employee Benefit Trust to the Human Resources Department.

MOTION: Board Member G. MacGrew/Secretary M. Sabori to approve reallocating the \$18,000.00 from the Employee Benefit Trust and allocate it to GL Account 100-125-80005 Special Services, as presented. The motion passed unanimously.

The vote was as follows:

Chairman Javier Vargas	Aye
Board Member Gustavo MacGrew	Aye
Maria Sabori, Secretary	Aye

4. EXECUTIVE SESSION

4. A. Discussion and possible action to hold an executive session pursuant to A.R.S. § 38-431.03(A)(2), (3), and (4) on any and all matters regarding certain claims under the Employee Benefits Plans and discussion or consultation for legal advice with the City Attorney. (Kay Marion Macuil, City Attorney)

Mrs. Kay Marion Macuil, City Attorney, suggested continuing this item until a full Board is present to go over the claims in Executive Session so that the board can decide. This item gives the board the opportunity to give directions to the Executive Advisors or the City Attorney in Executive Session.

MOTION: Chairman J. Vargas/Secretary M. Sabori to continue this item for a future meeting when all members are present. The motion passed unanimously.

The vote was as follows:

Chairman Javier Vargas	Aye
Board Member Gustavo MacGrew	Aye
Maria Sabori, Secretary	Aye

4. ADJOURNMENT

MOTION: Chairman Javier Vargas/Secretary M. Sabori to adjourn the meeting at approximately 3:53 p.m. The motion passed unanimously.

The vote was as follows:

Chairman Javier Vargas	Aye
Board Member Gustavo McGrew	Aye
Maria Sabori, Secretary	Aye

APPROVED:

Javier Vargas, Chairman

ATTEST:

Sonia Cornelio, City Clerk

Certification

I hereby certify that the foregoing minutes are a true and correct copy of the Special meeting for the Employee Benefit Trust Board of the City of San Luis, Arizona, held on May 29, 2024. I further certify that the meeting was duly called and held and that a quorum was present.

Sonia Cornelio, City Clerk