

NOTICE OF SPECIAL MEETING

In accordance with §38-431.02 of the Arizona Revised Statutes of the State of Arizona, notice is hereby given to the Employee Benefit Trust Board and to the general public that the Mayor and Trustees of the Employee Benefit Trust Board will hold an Employee Benefits Trust Board Meeting at 3:30 P.M., Wednesday, March 11, 2026. The meeting will take place at the City Council Chambers, located at 1090 E. Union Street, San Luis, Arizona, 85349.

In accordance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, the City of San Luis does not discriminate on the basis of disability in the admission or access to, or treatment of employment in its programs, activities, or services. For information regarding rights and provisions of the ADA or Section 504, or to request reasonable accommodations for participation in City programs, activities or services contact: ADA/Section 504 Coordinator, City of San Luis Human Resources Department, 1090 East Union Street, San Luis, Arizona 85349; (928) 341-8579.

Notice is hereby given that pursuant to A.R.S. §1-602.A.9, subject to certain specified statutory exceptions, parents have a right to consent before the State or any of its political subdivisions make a video or audio recording of a minor child. Meetings of the City Council are audio and/or video recorded, and, as a result, proceedings in which children are present may be subject to such recording. Parents in order to exercise their rights may either file written consent with the City Clerk to such recording, or take personal action to ensure that their child or children are not present when a recording may be made. If a child is present at the time a recording is made, the City will assume that the rights afforded parents pursuant to A.R.S. §1-602.A.9 been waived.

THIS NOTICE IS APPROVED BY:

/s/ Priscila Campa, Human Resources Generalist

AVISO DE JUNTA ESPECIAL

De acuerdo con los Estatutos del Estado de Arizona A.R.S. §38-431.02, se le informa a los miembros de la Junta Fiduciaria de Beneficios para Empleados y al público en general que el Presidente y la Mesa Directiva de Fondo de Beneficios Medicos de San Luis, Arizona, tendrán una Junta Regular a las 3:30 P.M., el día Miércoles, 11 de Marzo del 2026. La junta se llevará a cabo en la Sala del Cabildo, ubicada en el 1090 E. Union Street, San Luis, Arizona, 85349.

De acuerdo con el Acta de Americanos con discapacidades y la Sección 504 del Acta de Rehabilitación del 1973, la Ciudad de San Luis no discrimina por causa de discapacidad la admisión y acceso a sus programas, actividades, servicios o en el trato en cuanto a empleo. Para mas información referente a derechos y provisiones del Acta de Americanos con discapacidades o Sección 504, o para solicitar adaptaciones que sean razonables para la participación en programas, actividades o servicios de la ciudad, contactar al: Coordinador del Acta de Americanos con discapacidades/Sección 504, Departamento de Recursos Humanos de la Ciudad de San Luis, 1090 Este Calle Unión, San Luis, Arizona, 85349; (928) 341-8579.

Por medio de este aviso y de acuerdo con los Estatutos Revisados del Estado de Arizona, sujeto a ciertas excepciones reglamentarias, los padres de familia tienen el derecho de dar o no dar el consentimiento antes que el Estado o alguna subdivision política grabe a un menor de edad, ya sea en audio o video. Las juntas del Concilio se graban en audio y/o video y como resultado, el hecho de que haya menores presentes puede ser sujeto a que sean grabados. Para que los padres de familia puedan ejercer sus derechos pueden solicitar por escrito con la Secretaria de la Ciudad a tal grabación, o tomar acción personal para asegurarse que su hijo/hija menor no esté presente cuando la grabación se lleve a cabo. Si un menor de edad esta presente en el momento de la grabación, la Ciudad asumirá que los padres de familia están cediendo los derechos sobre una posible grabación de acuerdo con el Estatuto Revisado del Estado de Arizona §1-602.A.9.

ESTE AVISO ES APROBADO POR:

/f/ Priscila Campa, Generalista de Recursos Humanos

AGENDA
Special Meeting
City of San Luis Employee Benefit Trust
Council Chambers – City Hall
1090 E Union Street
San Luis, AZ 85349
Wednesday, March 11, 2026
3:30 PM

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.

AVISO: Algunos miembros de la Junta de Fiduciaria de Beneficios para Empleados de la Ciudad de San Luis pueden asistir a la reunión por teléfono. Si se autoriza por mayoría de votos de la Junta de Síndicos, se llevará a cabo una sesión ejecutiva inmediatamente después de la votación de acuerdo con A.R.S. §38-431.03(A) y la reunión tendrá un receso temporal mientras la Junta se retira a la sesión ejecutiva que no estará abierta al público.

1. **CALL TO ORDER/ROLL CALL**

2. **CONSENT AGENDA**

2. A. **MINUTES OF:**
-Special meeting held on December 2, 2025.

3. **DISCUSSION AND POSSIBLE ACTION ITEM:**

3. A. Discussion and possible action on any and all matters regarding the selection of a Benefits Third-Party Administrator and a Mexico Provider Network Administrator for the City of San Luis Employee Benefit Trust. **(Maria Barajas, Human Resources Manager)**

4. **ADJOURNMENT**

Special Employee Benefit Trust Board Meeting

2. A.

Meeting Date: 03/11/2026

Summary

MINUTES OF:

-Special meeting held on December 2, 2025.

Attachments

Minutes 12-2-25

MINUTES
Special Meeting
Employee Benefit Trust
Council Chambers
1090 E. Union Street
San Luis, AZ 85349
December 2, 2025
3:30 p.m.

1. CALL TO ORDER/ROLL CALL

Chairman Javier Vargas called the meeting to order at approximately 3:31 p.m.

PRESENT: Javier Vargas, Chairman
Emma Torres, Vice Chairwoman – arrived at 3:32 p.m.
Maria Sabori, Secretary
Maria Gonzalez, Board Member

ABSENT: Gustavo McGrew, Board Member

OTHERS PRESENT: Adela Cortez, Director of Human Resources
Kay Marion Macuil, City Attorney
Sonia Cornelio, City Clerk
Jenny Torres, Acting City Manager
Jose Antonio Maldonado, Multimedia Production & Operations
Specialist
Mary Barajas, Acting Human Resources Manager
Priscila Campa, Human Resources Coordinator

2. CONSENT AGENDA

2. A. MINUTES OF
-Special meeting held on June 24, 2025

MOTION: Chairman Javier Vargas/Board Member Maria Gonzlez to approve the Consent Agenda. The motion passed unanimously.

The vote was as follows:

Javier Vargas, Chairman	Aye
Maria Sabori, Secretary	Aye
Maria Gonzalez, Board Member	Aye

3. DISCUSSION AND POSSIBLE ACTION ITEM:

3. A. EXECUTIVE SESSION

(Vote to hold an Executive Session pursuant to A.R.S. §§ 38-431.03(A)(3), and (4)) 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)

MOTION: Chairman Javier Vargas/Secretary Maria Sabori to go into Executive Session at approximately 3:32 p.m.

The vote was as follows:

Javier Vargas, Chairman	Aye
Emma Torres, Vice Chairwoman	Aye
Maria Sabori, Secretary	Aye
Maria Gonzalez, Board Member	Aye

4. MOTION TO GO BACK INTO SPECIAL MEETING

MOTION: Secretary Maria Sabori/Board Member Maria Gonzales to go back into Special meeting at 3:51 p.m. Motion passed unanimously.

The vote was as follows:

Javier Vargas, Chairman	Aye
Emma Torres, Vice Chairwoman	Aye
Maria Sabori, Secretary	Aye
Maria Gonzalez, Board Member	Aye

5. DISCUSSION AND POSSIBLE ACTION ITEM:

5. A. Discussion and possible action on any and all matters regarding Resolution No. 2025-01. A Resolution of the Board of Trustees of the City of San Luis Employee Benefit Trust permanently barring a former broker from providing services to the Board; repealing conflicting provisions; and providing for severability. (Kay Marion Macuil, General Council)

Ms. Kay Marion Macuil, General Counsel, informed that this item is to approve a letter to Susan Posada, permanently barring her from providing services to the Board.

MOTION: Chairman Javier Vargas/Board Member Maria Gonzalez to approve Resolution No. 2025-01. The motion passed unanimously.

The vote was as follows:

Javier Vargas, Chairman	Aye
Emma Torres, Vice Chairwoman	Aye
Maria Sabori, Secretary	Aye
Maria Gonzalez, Board Member	Aye

6. ADJOURNMENT

Chairman Javier Vargas adjourned the meeting at approximately 3:52 p.m. The motion passed unanimously.

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 December 2, 2025. I further certify that the meeting was duly called and held and that a quorum was present.

Sonia Cornelio, City Clerk



AGENDA ITEM REVIEW FORM

Special Employee Benefit Trust Board Meeting

3. A.

Meeting Date: 03/11/2026

Department Head: Adela Cortez, Director Human Resources, Human Resources Department

Submitted By: Maria Barajas Gutierrez, Human Resources Coordinator, Human Resources Department

ITEM:

Discussion and possible action on any and all matters regarding the selection of a Benefits Third-Party Administrator and a Mexico Provider Network Administrator for the City of San Luis Employee Benefit Trust. **(Maria Barajas, Human Resources Manager)**

SUMMARY:

On December 29, 2025, on behalf of the City, CBIZ Benefits Broker issued a Request for Proposals (“RFP”) for Third-Party Administrator (TPA), Preferred Provider Organization (PPO) and Mexico Provider Network Administrator for the City of San Luis Benefit Plan.

The solicitation was publicly advertised and included the proposal due date, a general description of required services, and submission instructions. Proposals were received by CBIZ and forwarded to the City’s Human Resources Department for review and evaluation.

On January 23, 2026, Human Resources received a total of seven proposals: four for the Third-Party Administrator and PPO Network, and three for the Mexico Provider Network. All submissions were reviewed and scored in accordance with the City’s established evaluation standards. Based on the evaluation, staff recommends:

- **90DegreeBenefits** for Third-Party Administrator and PPO Network.

While their proposal was not the lowest in terms of cost, it demonstrates a strong balance of competitive pricing, high-quality service, and robust capabilities in maintaining regulatory compliance and transparency. This option is expected to provide the City with reliable claims administration, effective account management, and consistent adherence to applicable laws and regulations – factors that are critical to protecting both the organization and plan members while supporting long-term plan performance and member satisfaction.

- **SIARMED** for Mexico Provider Network.

Given the length of time SIARMED has been providing services to the City, it was considered prudent and consistent with common practice to conduct a market review. Based on the evaluation of proposals received, it was determined that SIARMED continues to be the provider best positioned to deliver reliable operations, accurate claims management, and effective oversight of network providers.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE THE RECOMMENDED SELECTIONS FOR THIRD-PARTY ADMINISTRATOR AND MEXICO PROVIDER NETWORK ADMINISTRATOR, AND DIRECT STAFF TO NEGOTIATE CONTRACTS WITH 90DEGREE BENEFITS AND SIARMED, RESPECTIVELY.

Attachments

CBIZ Presentation



City of San Luis

2026 RFP Discussion and Recommendations

March 11, 2026

Background

- **TPA – Third Party Administrator**

- Three years ago, the City transitioned TPAs* from 90Degree to HealthComp to improve service levels and reduced administrative costs
- Shortly after the transition, HealthComp rebranded to Personify Health, and underwent internal organizational restructuring
- Since the transition, the City has experienced ongoing challenges, including:
 - Delayed response times
 - Slow claims processing and payment delays
 - Escalation and resolution difficulties
 - Overall decline in service quality
- These issues have impacted member experience, HR workflows, and overall plan administration performance
- Contractually, it is in the City's best interest to complete the current contract with Personify Health, which expires on June 30, 2026

- **Mexico Provider Network / Administrator**

- As is best practice to ensure competitive pricing, high-quality service, maintain regulatory compliance and ensure transparency.

Process

- **May 2025:**
 - Strategic meeting (CBIZ & HR) to evaluate performance of current TPA and Mexico Provider Network and begin identifying alternative vendors
 - Based on program goals and feedback, CBIZ identified several vendors for consideration
- **October 2025:**
 - In-person vendor presentations to review capabilities
- **December 2025:**
 - CBIZ released RFPs for TPA services/PPO network and a Mexico Provider Network administrator. Respondents were:
 - **TPA**
 - Personify - incumbent
 - 90Degree Benefits
 - Allied
 - Meritain/Aetna
 - Summit
 - **Mexico Provider Network**
 - IMS
 - OSMED
 - Siarmed - incumbent
- **January 2026:**
 - Received 7 Proposals: Four for TPA and three for Mexico Provider Network Administrator

Evaluation

Human Resources conducted a comprehensive review and scoring of all submissions in accordance with the City’s evaluation standards, using criteria appropriate for the type of services.

- TPA / PPO

Evaluation Criteria	Personify	90Degree Benefits	Meritain	Summit
1. Experience with Public Sector Employers and US/Mexico Network	2.67	3.50	1.67	3.50
2. Customer Service, Account Management, and Compliance Support	1.89	3.22	2.56	2.78
3. Claims Administration and Integration	1.75	3.58	2.50	3.00
4. Pricing and Fee Guarantee	2.66	3.22	3.00	2.67
5. Customer Engagement and Population Health Management	2.00	3.67	2.44	1.89
6. Alternative Plan Design and Third-Party Solutions	2.11	3.56	3.11	2.78
7. Reporting	2.00	3.44	2.56	2.89
8. Perceived Value	1.83	3.30	2.83	3.00
Average Score	2.11	3.44	2.58	2.81

Evaluation – Cont'd

- Mexico Provider Network Administrator

Evaluation Criteria	SIARMED	IMS	OSMED
1. Experience with Government Employer	3.92	2.92	2.08
2. Exceptional Customer Service & Account Management	3.11	2.22	1.56
3. Integration with U.S. Based TPAs	3.56	2.22	2.56
4. Pricing and Fee Guarantee	3.00	1.33	1.33
5. Provider Network Capabilities	3.50	0.83	3.42
6. Reporting	3.22	0.56	3.22
Average Score	3.39	1.68	2.36

Evaluation – Cont'd

- Network Fees

Network and Administrative Fees	Personify	90Degree Benefits	Meritain	Summit
Network	BCBS	Aetna	Aetna	BCBS
Medical(PEPM)	\$ 25.50	\$ 27.00	\$ 39.07	\$ 25.95
Dental (PEPM)	\$ 2.00	\$ 3.00	\$ 1.90	\$ 0.75
Total	\$ 27.50	\$ 30.00	\$ 40.97	\$ 26.70

- Administrative Fees

Administrative Fees	SIARMED	IMS	OSMED
Medical (PEPM)	\$ 3.00	\$ 4.00	Not provided
Dental (PEPM)	\$ 1.50	Not provided	Not provided
Total	\$ 4.50	\$ 4.00	\$ -

90Degree Benefits and Aetna PPO

- **Rationale**

- A. Experience administering public sector plans, including 5 years with the City of San Luis
- B. Ability and experience integrating with U.S. and Mexico based networks (Aetna and Siarmed)
- C. Integration with current cost control programs and vendors (i.e., Liviniti Rx, Rx Benefits, Stop Loss vendor and eSurgeries)
- D. Comprehensive capabilities and flexibility to meet future needs

- **Financial Impact & Cost Containment**

- E. Transparent pricing— no hidden fees and ala carte pricing
- F. Additional \$15,000 implementation credit with a 3-year agreement

- **Service Model & Member Experience**

- G. Dedicated Account Executive, Billing & Eligibility Specialist, and Claims Specialist (same structure used previously with the City)
- H. U.S./Mexico support with Spanish-language documentation and real-time translation services
- I. My90DB mobile app giving members access to claims, ID cards, provider search, and real-time information
- J. CareConnect Advocates guiding members through complex care

Third Party Administrator (TPA) Recommendation

Third Party Administrator (TPA) Recommendation – Cont'd

Recommendation Continued:

- **Compliance, Risk and Data Security**
 - A. Claims audit program includes: Internal auditing, High-dollar claims checklist for all claims over \$20,000
 - B. Fully supports independent audits; processes designed for transparency and documentation readiness
 - C. Comprehensive compliance services available: SBCs, SPDs, Mental Health parity tools, Medicare Part D, COBRA, ACA Reporting
 - D. Dedicated high-dollar audit department and tiered approvals ensure claim accuracy before payment

- **Implementation & Transition Plan**
 - E. Clear 90-day implementation timeline with detailed milestones from award to go-live (3/25 – 7/1)
 - F. Rapid setup:
 - A. AE assigned within 1 day
 - B. Group number assigned within 1 business day
 - C. Vendor setups completed within 5 business days each
 - G. Strong focus on member continuity:
 - A. Prior auth and continuation-of-care transfers processed by 6/15
 - B. Deductible & OOP accumulator transfers
 - H. Communication plan includes:
 - A. ID cards mailed by 6/18
 - B. Enrollment support
 - C. Spanish-language materials
 - D. CareConnect support for member onboarding

Mexico Provider Network and Administration Recommendation

SIARMED

Rationale

Based on the City's comprehensive review, including RFP evaluation, vendor capabilities, historical performance, and HR's on-site audit – Siarmed demonstrated reliable operations, accurate claims management, and strong provider oversight. Together, these findings support the recommendation to continue with Siarmed for the Mexico provider network and administration.

- Long-Term Performance & Stability
 - 17+ years serving the City with cross-border program experience
- Public-Sector Experience
 - Only vendor with 20+ years administering U.S. government employer programs in Mexico
- Customer Service & Member Support
 - Bilingual support and referral coordination
 - Very low complaint rate (6 of 1,776 claims = 0.04%)
- Mexico Provider Network
 - 400+ medical providers, 50+ dental providers, and multiple specialty centers
 - Credentialed providers with strict quality controls
- Integration with U.S. TPAs
 - Proven integration capability, including with 90Degree



Thank You

[CBIZ.COM](https://www.cbiz.com)

CBIZ is a consulting, tax and financial services provider that works closely with CBIZ CPAs P.C., an independent CPA firm that provides audit, review and other attest services.

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