

MINUTES
Special Meeting
Employee Benefit Trust
Council Chambers
1090 E. Union Street
San Luis, AZ 85349
March 11, 2026
3:30 p.m.

1. CALL TO ORDER/ROLL CALL

Chairman Javier Vargas called the meeting to order at approximately 3:30 p.m.

PRESENT: Javier Vargas, Chairman
Emma Torres, Vice Chairwoman-Via Microsoft Teams
Maria Sabori, Secretary
Maria Gonzalez, Board Member

ABSENT: Gustavo McGrew, Board Member

OTHERS PRESENT: Adela Cortez, Director of Human Resources
Joe Estes, Interim City Attorney
Sonia Cornelio, City Clerk
Albert Moreno, IT Technician
Dave Madden, CBIZ Benefits Consultant
Jenny Torres, Acting City Manager
Jose Antonio Maldonado, Multimedia Production & Operations Specialist
Mary Barajas, Acting Human Resources Manager
Roula Encinas, Director of Finance Department
Priscila Campa, Human Resources Coordinator

2. CONSENT AGENDA

2. A. MINUTES OF

-Special meeting held on December 2, 2025

MOTION: Chairman Javier Vargas/Secretary Maria Sabori to approve the consent agenda as presented. 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

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)

Ms. Maria Barajas, Human Resources Manager, presented an overview of the Request for Proposals process for selecting a new Third-Party Administrator (TPA) and Mexico Network Administrator. Due to ongoing service issues with the current provider, the Human Resources (HR) Department, in collaboration with the city's benefits consultant, prepared a Request for Proposals. Seven (7) proposals were received and evaluated by a committee representing Administration, Finance, and HR. Following the evaluation, 90 Degrees received the highest score for TPA services, offering strong administrative capabilities and competitive pricing. SIARMED received the highest score for Mexico network administration, demonstrating reliable long-term performance and stable fees. Ms. Barajas made a PowerPoint presentation; a copy is included in the complete agenda packet filed in the City Clerk's Office.

The Human Resources Department recommended awarding the TPA contract to 90 Degrees and continuing services with SIARMED as the Mexico Network Administrator. The Board had no substantive questions and recommended that staff continue with the process.

MOTION: Chairman Javier Vargas/Secretary Maria Sabori to approve the recommended selections for the Third-Party Administrator and Mexico Provider Network Administrator, and direct staff to negotiate the contracts with 90Degree Benefits and SIARMED, respectively. 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

4. ADJOURNMENT

Chairman Javier Vargas adjourned the meeting at approximately 3:44 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 March 11, 2026. I further certify that the meeting was duly called and held and that a quorum was present.

Sonia Cornelio, City Clerk