

ARIZONA METROPOLITAN TRUST
Minutes of Tuesday, May 16, 2023
Trust Meeting

The following Trustees were present and a quorum was met:

Matthew Williams, Chairperson	City of Litchfield Park
Jeanne Blackman	Town of Youngtown
Mark Burdick	Buckeye Valley Fire District
Stephen Erno	Town of Wickenburg
Bryant Powell	City of Apache Junction
Rob Schmitz	Sun City Fire District

The following Alternate Trustees were present:

Dawn Kurek	City of El Mirage
Tarah Mayerhofer	Town of Wickenburg
Anna McCray	City of Apache Junction
Lisa Neubert	Sun Valley Fire District
Susan Slagle	City of Litchfield Park
David Trimble	Town of Fountain Hills

The following consultants/vendors were present:

Sheri Gordon	Gallagher Benefit Services
Michael Hensley	JS&H
Jaime Schulenberg	Gallagher Benefit Services

1. Call to Order

The meeting was called to order at 10:10 a.m.

2. Roll Call

Ms. Gordon performed roll call and confirmed a quorum was in attendance to take action on applicable matters before the Board.

3. Approval of February 14 Regular, February 15 Executive and Regular, and April 6, 2023 Executive and Regular minutes

Ms. Schulenberg apologized that copies of the executive meeting minutes were not available for distribution and therefore would have to be approved at the next meeting, however, she noted that the regular minutes had previously been sent to the Trustees and no revisions were requested.

Alternate Trustee Trimble made a motion to approve the February 14, February 15 and April 6, 2023 minutes, seconded by Trustee Blackman and unanimously carried.

4. Election of Vice Chairman

Ms. Schulenberg reported that with the recent resignation of Grady Miller, Matthew Williams, Vice

Chairperson, accepted the role of Chairperson. He is slated to fulfill the remainder of Mr. Miller's term through 06/30/2024, at which time he would begin his normal term as Chairperson through 06/30/2026.

Ms. Schulenberg reported that this change will require Trustees to elect a new Vice Chairperson, who would fulfill that role through 06/30/2026 and then assume the Chairmanship.

Ms. Jeanne Blackman volunteered to serve as Vice Chairperson.

Trustee Erno made a motion to nominate Trustees Blackman as the new Vice Chairperson, seconded by Alternate Trustee Kurek and unanimously carried.

5. Discussion and Possible Action re Assumption & Consent Agreement Between AzMT, Buckeye Valley Fire District and AFMA

Michael Hensley, the Trust's legal counsel, presented a copy of the Assumption and Consent Agreement between AzMT, Buckeye Valley Fire District (BVFD) and AFMA, which outlines requirements for BVFD to remain with AzMT through the end of its membership on June 30, 2024.

Mark Burdick, Trustee from Buckeye Valley Fire District, addressed the current situation with the Board of Trustees and apologized for any issues the situation had caused.

Trustee Powell made a motion to accept the Agreement between AzMT, Buckeye Valley Fire District and AFMA as written, seconded by Trustee Erno and unanimously carried.

6. Discussion re Recruitment and Retention of AzMT Members

Ms. Schulenberg reported that during the February 15, 2023 meeting, the Trustees requested that an item be placed on the next regular agenda to discuss recruitment and retention of members.

Ms. Schulenberg reminded the Trustees that in 2021, the Trustees authorized the creation of a Marketing Subcommittee, which was comprised of Dawn Kurek, Tarah Mayerhofer and Liz Riley. The subcommittee met and reviewed the Trust's underwriting guidelines, developed target entities for membership and discussed various marketing methods that might be implemented.

Ms. Schulenberg noted that although she had sent marketing materials to the target list identified and approved by Trustees, she did not get any response and felt that a more direct approach through relationships between City Managers and HR would be a better approach. Discussion ensued by the Trustees about various opportunities and marketing methods. After the discussion, the Trustees requested the following steps be taken in their effort to boost marketing opportunities:

1. Ms. Schulenberg to update marketing materials and develop talking points for the Trustees to use discussing AzMT with their peers;
2. Ms. Schulenberg to provide reminder for Trustees/Human Resources to do outreach to other entities which will include a request to meet to review the benefits of AzMT;
3. Request the Actuary to review the financial fit ratio of +5%/-5% ;
4. Add an agenda item at the next meeting to discuss the membership guidelines, specifically related to the limited membership of fire districts and exclusion of JPAs; and
5. Potentially having an AzMT booth and/or meetings set up at ACMA/League Conferences.

7. Approval of January through March 2023 Financial Reports

Ms. Schulenberg reported on the financial status of the Trust through March 31, 2023.

Vice Chairperson Blackman made a motion to accept the January through March 2023 Financial reports as presented, seconded by Trustee Powell and unanimously carried.

8. Administration Update

Ms. Schulenberg provided updates on the following administrative items for the Trustees:

1. Subrogation Request

Ms. Schulenberg reported that during the February 15, 2023 meeting, the Trustees reviewed a subrogation matter and authorized staff to pursue a settlement as recommended by Phia, the Trust's subrogation vendor. After the offer was communicated, it was learned that the Trust was not entitled to recover funds from the Underinsured Motorist Coverage (UIM); as such, the settlement offer was rejected. The maximum amount the Trust was eligible to recover on the Subrogation case was \$10,000 and Ms. Schulenberg has authorized Phia Group to attempt to settle for that amount.

2. Virgin Pulse Update

Ms. Schulenberg reported that the Trust is on track to go live with Virgin Pulse in July. She reported that the Admin Group met on May 10 to determine incentives, and has decided not to offer gift cards, since they are considered taxable income by the IRS.

There will be much more to come on this topic.

3. November Meeting

Ms. Schulenberg reported that at the November meeting she would like to invite the vendors to attend and present new ideas, best practices, recommended changes, etc. She reported that this will give everyone a chance to hear these ideas and recommendations well in advance of the renewal meeting and direct staff as to which, if any, should be priced for 2024-25. She noted that this will not take the place of the Admin Group meeting, but rather, is intended to give vendors an opportunity to bring forth their specific recommendations for everyone to hear.

4. Renewal Meeting

Ms. Schulenberg reported that the 2024-25 renewal meeting has been scheduled for February 12-14, 2024; location is pending but a meeting invitation will be sent out once the location is secured.

9. Future Agenda Items

Ms. Schulenberg reviewed the marketing items discussed earlier with the Trustees and will provide updates at the next meeting.

10. Next Meeting Date

The next meeting is scheduled for August 16, 2023. Several entities offered to host and it was requested that a schedule be drafted for the Trustees.

11. Call to the Public

N/A

12. Adjourn

Trustee Blackman made a motion to adjourn at 11:08 p.m., seconded by Trustee Erno and

unanimously carried.

Respectfully Submitted,
Sheri Gordon
Recording Secretary