

**ARIZONA METROPOLITAN TRUST**  
**Minutes of Tuesday, August 15, 2023**  
**Trust Meeting**

**The following Trustees were present and a quorum was met:**

Jeanne Blackman, Vice Chairperson	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
David Trimble	Town of Fountain Hills

**The following consultants/vendors were present:**

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

**Guests:**

Jennifer Pullin	City of El Mirage
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**1. Call to Order**

The meeting was called to order at 10:08 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 15 and April 6, 2023 Executive Minutes and May 16, 2023 Regular Minutes**

The February 15 and April 16, 2023 Executive Minutes were distributed for review; the May 16, 2023 Regular Meeting minutes had previously been sent to the Trustees and no revisions were requested. A motion for approval of the minutes was requested.

*Alternate Trustee Trimble made a motion to approve the February 15 and April 6, 2023 Executive meeting minutes and May 16, 2023 Regular minutes, seconded by Trustee Erno and unanimously carried.*

#### **4. Wellness Program Update**

Ms. Laura Montini, Wellbeing Specialist for AzMT, provided an overview of the Virgin Pulse implementation, screening participation, upcoming screening opportunities and the wellness survey results for the Trustees.

Ms. Montini reported that Virgin Pulse went live on July 1, 2023, followed by three (3) implementation webinars held throughout the month. She discussed her marketing plan to increase enrollment on a quarterly basis with both flyers, challenges and in person visits to the entities. She reported that as of July 28, 2023, there are 106 members successfully enrolled in the platform, with 100% of those members actively engaged. Ms. Montini did address some initial implementation issues and confirmed with the Trustees that the issues were addressed and resolved.

#### **5. Discussion and Possible Action re 2023-24 Risk Management Plan**

Ms. Schulenberg presented the RMP (Risk Management Plan) for 2023-24 plan year, noting that the RMP outlines the Trust's historical information, organizational structure, and financial performance from the prior plan year as well as work goals for 2023-24.

Ms. Schulenberg reported the following work goals for the 2023-24 Plan Year as outlined below:

- Ongoing compliance with healthcare reform and other legislative mandates;
- Marketing to New Members;
- Entity Membership Renewals;
- Vendor Innovation/Strategy Meeting in November;
- Wellness Program;
- Innovation;
- Surplus Goal;
- Medical/Rx Reinsurance Review; and
- Trustee Education/Annual Renewal Meeting

Mr. Hensley reminded the Trustees that this document is required by the Arizona statute.

*Trustee Powell made a motion to accept the Risk Management Plan as presented, seconded by Trustee Schmitz and unanimously carried.*

#### **6. Discussion and Possible Action re Membership Guidelines**

Ms. Schulenberg reported that during at the last meeting the Trustees requested that an agenda item to discuss the current membership guidelines limiting membership of fire districts and other municipal corporations, as well as the exclusion of Joint Powers of Authority (JPA's). She reported that the current guidelines were in the meeting packet for the Trustees to review and discuss.

Ms. Schulenberg reminded the Trustees that when the Trust initially formed these limitations were not in place. In 2017, some Trustees became concerned about the effect of having too many fire districts as individual members as they felt their goals could be different from that of cities and towns. In terms of JPA's, the Trust was concerned about the risk that might occur with no underwriting for new members with which they might merge.

Discussion ensued by the Trustees, with several notable points to revisit at the next meeting. The Trustees discussed several potential options that would open opportunities to increase membership for the Trust. It was the overall opinion of the Trustees that the time to act on this is now, prior to the renewal meeting. The Trustees were open to potentially removing some

limitations for fire districts, other municipal corporations and JPA's. The Trustees will send their suggestions to Ms. Schulenberg prior to the next meeting and Ms. Schulenberg was tasked with incorporating those changes and providing revised guidelines and Bylaws for review at the next meeting.

Ms. Schulenberg reminded the Trustees that the Bylaws require a 30-day notice before adoption.

#### **7. Approval of April through June 2023 Financial Reports**

Ms. Gordon reported on the financial status of the Trust through June 30, 2023. Ms. Schulenberg noted some key items of interest for the plan year, including the positive cash position achieved.

*Trustee Powell made a motion to accept the April through June 2023 Financial reports as presented, seconded by Alternate Trustee Trimble and unanimously carried.*

#### **8. Administration Update**

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

1. The City of Litchfield Park

Ms. Schulenberg reported Chairman Matthew Williams reported that Susan Slagle is no longer working for The City of Litchfield Park and that they wish her all the best.

2. Gag Clause Reporting and Attestation

Ms. Schulenberg reported that as part of the Consolidated Appropriations Act, plans are required to annually report whether certain contracts (i.e., network, TPA, PBM, etc.) contain gag clauses that directly or indirectly restrict provider-specific cost and quality of care information, electronic access to de-identified claim and encounter information and sharing information and sharing information or data with business associates. We are working internally to identify which AzMT plans/contracts are required to report and whether the Trust's vendors(s) will report on its behalf. This attestation is due by December 31, 2023 and she will keep the Trustees apprised of the process to ensure it is completed timely.

3. AmeriBen Conference

Ms. Schulenberg reported that there was some issue with registrations for the AmeriBen Conference; Ms. Gordon will be working with AmeriBen to get these resolved. Additionally, Ms. Gordon will compile all room, flight and registration information for all the Trustees and send out emails within the next two weeks.

#### **9. Future Agenda Items**

Ms. Schulenberg reviewed the guidelines, Bylaws, and 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 November 14, 2023 in Apache Junction.

Ms. Schulenberg reminded the Trustees that the meeting Agenda will include the vendors so lunch will be provided.

#### **11. Call to the Public**

N/A

**12. Adjourn**

*Trustee Powell made a motion to adjourn at 11:08 a.m., seconded by Alternate Trustee Kurek and unanimously carried.*

Respectfully Submitted,  
Sheri Gordon  
Recording Secretary