

**AGENDA**

Item Title: Kyrene Employee Benefit Trust, Kyrene School District Office, 8700 S. Kyrene Road, Tempe, AZ

Prepared by: Deb Spurgin

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The Kyrene Employee Benefit Trust Board may consider any item on this agenda in any order and at any time during the meeting. The Kyrene Employee Benefit Trust Board may vote to enter Executive Session for legal advice and consultation with its attorney pursuant to A.R.S. § 38-431.03(A) (3) concerning any item on this agenda. The Kyrene Employee Benefit Trust Board may vote to enter Executive Session to discuss or consider records exempt by law from public inspection, specifically confidential appeals of health benefit claims, pursuant to A.R.S. § 38-431.03(A)(2).

**\*NOTICE\* One or more Trustee may attend by conference call and meeting may be chaired by Benefits Administrator or other Trustee in absence of the chairperson.**

**1.0 Call to Order by the Chairperson**

**2.0 Roll Call**

**3.0 Approval of Agenda**

**Action:** Recommendation that KEBT approves the Agenda for the meeting.

**4.0 Approval of Minutes**

**Action:** Recommendation that KEBT approves the Minutes from the meeting on June 4, 2024.

**5.0 Public Comments – ARS § 38-431.01(H) –** Each individual will have 3 minutes to speak. In accordance with the open meeting law, the Trust will neither discuss nor take action on items raised during this portion of the agenda. When necessary, issues may be placed on a subsequent agenda.

**6.0 Ameriben Update:**

**6.1 Ameriben Reports –** Michelle Ugarte will present data from AmeriBen to KEBT.

**Action:** N/A

**7.0 Information and Action Items**

**7.1 AvixOne Report –** Denise Jewell will review the Avixone report with the Trust.

**Action:** Recommendation to approve the AvixOne report.

**7.2 USI Cost Summary Report –** Denise Jewell will review the USI cost summary report with KEBT.

**Action:** Recommendation to approve the USI cost summary report.

**7.3 RFP Updates/Timelines –** USI will provide an update on the RFP timelines. Optum (RFQ), Vision, Short-term disability and stop loss.

**Action:** N/A, information only.

**7.4 Domestic Partnership Requirements Change Notification**

**Action:** Recommendation to approve the change to the eligibility form for domestic partnership approvals.

**7.5 HIPAA Privacy Updates for Policies and Procedures Manual** – Changes have been made legislatively that will require updates to these documents. Deb Spurgin is reviewing options to have the full manual updated for KEBT by the December 2024 deadline.

**Action:** Recommendation to approve updating the manual.

**7.6 Annual Updates and Reviews:** Signatures for the annual Conflict of Interest Statements status. Review Trust Agreement and KEBT Investment Policy (no changes to the documents).

**Action:** Recommendation to approve the review of the Trust Agreement and KEBT Investment Policy.

**7.7 Urgent Topics** – The Trust will discuss and review any urgent items requiring decisions and vote.

**Action:** Recommendation to vote, or agendaize topic for future meeting.

**8.0 Presentations:** None

**9.0 Executive Session:** None

The Trust will adjourn to enter into Executive Session and may consult with legal counsel, if necessary.

**10.0 Future Meeting Dates; each meeting to begin at 9:00 am (continue via Zoom)**

October 15, 2024  
December 3, 2024  
January 7, 2025  
February 4, 2025  
February 25, 2025  
March 11, 2025 (tentative)  
June 3, 2025

**11.0 Adjournment**

**Recommendation:** That the August 20, 2024 meeting be adjourned.