

AGENDA

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

Prepared by: Deb Spurgin

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 October 15, 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 Updates:

6.1 AmeriBen – Krista Keller will review the AmeriBen report with the Trust.

Action: N/A

7.0 Information and Action Items

7.1 USI and AvixOne Reports – Jordan Mills will present the USI monthly reports and review the AvixOne report with the Trust.

Action: Recommendation to approve the reports.

7.2 RFP/Quote Bid Award Recommendations – Deb Spurgin and USI will update KEBT on Optum FSA, short-term disability and vision recommendation bid awards.

Actions: Recommendation to approve the bid awards for the selected carriers:

- 1) Short-term disability insurance**
- 2) Vision insurance**
- 3) Flexible spending account quote**

7.3 HIPAA Privacy and Security Policies and Procedures Manual rewrite. KEBT will review the quote for this work to re-write the HIPAA documents for KEBT, under \$10,000.

Action: Recommendation to approve the quote for the HIPAA re-write.

7.4 Gag Clause Attestations New Annual Reporting Requirement – USI will update KEBT with the status and process for this to be completed by the December 31, 2024, deadline. (Review deadline for 2024)

Action: N/A

7.5 Affordable Care Act – Update on 2024 - 1095c generation by Tango and upload of file to the IRS in the spring.

Action: N/A

7.6 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 via Zoom

January 7, 2025

February 4, 2025

February 25, 2025

March 11, 2025 (tentative)

June 3, 2025

11.0 Adjournment

Recommendation: That the December 3, 2024 meeting be adjourned. Happy Holidays!