



MEMORANDUM

Date: November 2, 2022

To: The Honorable Chair and Members
Pima County Board of Supervisors

From: Jan Leshner 
County Administrator

Re: **Additional Information for the Board of Supervisors November 1, 2022 Meeting – Health Benefits Trust**

Pima County has established a program of self-insurance for the management and administration of health benefits, which is governed by Chapter 3.04 of the Pima County Code. Arizona law requires that the funding for the self-insurance program be deposited in a trust and must satisfy the requirements of A.R.S. § 11-981. Our Pima County Health Care Benefits Trust (“Trust”) operates pursuant to the Trust Declaration and requires that there be five (5) Trustees, of which no more than one Trustees may be a member of the Board of Supervisors or an employee of the County. The County Administrator recommends Trustees to the Board of Supervisors for approval, with each Trustee serving a three (3) year term and no more than two consecutive terms.

Current Trustees and term of expiration are:

Names	Expiration Date
Keith Dommer (former Pima County Finance and Risk Management Director)	August 6, 2024
Thomas Burke (former Pima County Deputy County Administrator)	December 31, 2024
Daisy Jenkins (current President of Daisy Jenkins & Associates, LLC)	August 6, 2024
Jare Perkins (current Chief Executive Officer, Children's Clinic)	March 15, 2024
Monica Perez (current Pima County employee - Chief of Staff to County Administrator)	August 15, 2024

The Trustees meet quarterly and for Fiscal Year 2022/2023 meet on the following dates:

- August 11, 2022
- November 17, 2022
- February 9, 2023
- May 11, 2023

The Honorable Chair and Members, Pima County Board of Supervisors

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Present for all quarterly meetings are:

- Aetna – Third-party administrator of our medical plan
- CVS/Caremark and Employers Health – Pharmacy Benefit Manager
- CBIZ – Consultant to Pima County and the Trust
- Delta Dental – Third-party administrator of our dental plan (May meeting only)
- Finance and Risk Management Employees
- Human Resources Employees

At each meeting, detailed medical and pharmacy utilization is provided by current Plan year-to-date compared to prior Plan year-to-date, for total claims and administration spend, expected loss ratio, costs per employee per month, as well as annualized cost comparison analysis, high cost claimants, trends, projections, and enrollment data. The Finance and Risk Management Department provides regular annual, quarterly, budget and investment reviews.

c: Carmine DeBonis, Jr., Deputy County Administrator
Francisco Garcia, Chief Medical Officer and Deputy County Administrator
Steve Holmes, Deputy County Administrator
Ellen Moulton, Director, Finance and Risk Management
Cathy Bohland, Director, Human Resources