

**PUBLIC SESSION MINUTES
EMPLOYEE BENEFITS ADVISORY COMMITTEE MEETING
THURSDAY, APRIL 5, 2012**

A meeting of the Employee Benefits Advisory Committee was held at 3:00 p.m., Thursday, April 5, 2012 in the City Council Conference Room – 7th Floor/Mesa City Plaza Building, 20 E. Main St.

MEMBERS PRESENT: John Pombier, Mary Cameli, Dave Richins, Kathryn Sorensen

MEMBERS EXCUSED: Christopher Glover

OTHERS PRESENT: Margie Ward, Employee Benefits Administrator
Bernice Mead, Secretary

The meeting was called to order at 3:06 p.m.

Agenda Item #1: Approval of Previous Meeting Minutes

John Pombier moved to adopt the meeting minutes from February 28, 2012. Mary Cameli seconded the motion and all were in favor. The vote was unanimous.

Agenda Item #2: Draft Employee Benefits Advisory Committee Charter

Margie presented a draft of the employee Benefits Advisory Charter and invited the members to review, edit, and revise it. The document is consistent with a citywide effort to formalize the structure for City advisory committees. The committee will continue to review the charter before the document is finalized.

Agenda Item #3: Revisions to Appeals Process

A clarification of the EBAC appeals process to exclude appeals by providers; requirement to direct appeals to an appeals email address; and review the filing and response process. The committee agreed that providers will not be allowed to appeal on behalf of the member. In addition the decision was made to have all incoming appeals directed to a separate email box. Also the appeal process timeframe will be lengthened to allow 60 days to file and 60 days for a response.

In order to discuss the private medical information for one appeals to be presented, John Pombier motioned to go into executive session and Mary Cameli seconded. The Board went into executive session at 3:51 p.m.

Motion to end executive session and reconvene public meeting by John Pombier and seconded by Mary Cameli. The public meeting reconvened at 4:00 p.m.

Agenda Item #4: Appeals

Take Action: Appeal #1 – It was moved by John Pombier and seconded by Kathryn Sorensen to deny the request based on lack of documented medical necessity and deny reimbursement of purchased items not covered under the plan document.

The meeting was adjourned at 4:05 p.m.