

# Meeting Minutes

## Healthcare Benefit Program Governing Board

### Meeting

### 3/5/2025

The meeting of the Healthcare Benefit Program Governing Board was called to order at 1:00 PM.

**Members Present:** Lisa Brandl, Chairperson; Shannon Olson, Budget Manager; Iasmina Giurgiev, Program Manager; Antoinette Gasbarre, Human Resources Director

**Members Absent:** Natasha Ramras, Chief Financial Officer

**Others Present:** City of Vancouver: April Stinson, Tricia Juettemeyer  
Vancouver Housing Authority: April Soffner  
Alera Group: Erica Riggs, Katie Burdick  
Guests: Carol Krohn

- I. Minutes:
  - a. Approve 12-4-24 minutes.  
**Action Taken:** Iasmina made a motion to approve the 12/4/24 meeting minutes, Antoinette seconded the motion, the motion passed unanimously.
- II. Communications:
  - a. None
- III. Reports:
  - a. None
- IV. Old Business:
  - a. None
- V. New Business:
  - a. Police plan change grievance  
**Discussion Leader:** Iasmina  
  
**Discussion:** Iasmina advised this item is not ready for discussion yet as it is still in review.
  - b. 2025 Strategic Planning  
**Discussion Leader:** Erica Riggs  
  
**Discussion:** Erica shared the City of Vancouver Strategic Planning 2025 presentation and touched on market trends, 2025 renewal & financial decisions recap as well as the 2025 initiatives for 2026 including the RFPs (request for proposals). She also shared information about Surest.
  - c. Alera annual performance (\$8,820)  
**Discussion Leader:** Iasmina

**Discussion:** Vote to award or withhold up to 20% of the Alera Group (Formerly Davidson Benefits Planning) contract amount on hold for performance in 2024.

**Action Taken:** lasmina made a motion to approve up to 20% of the contract amount for performance in 2024. Antoinette seconded the motion, the motion passed.

- VI. General Information:  
a. None

Governing Board deliverables

- Discuss who from the city will be responsible for reviewing the RFPs.

The meeting was adjourned at: 1:59 PM