

# Meeting Minutes

## Healthcare Benefit Program Governing Board

### Meeting 4/2/2025

The meeting of the Healthcare Benefit Program Governing Board was called to order at 1:02 PM.

**Members Present:** Shannon Olson, Budget Manager; Natasha Ramras, Chief Financial Officer; Iasmina Giurgiev, Program Manager, Antoinette Gasbarre, Human Resources Director

**Members Absent:** Lisa Brandl, Chairperson

**Others Present:** City of Vancouver: April Stinson, Emily Azadi  
Vancouver Housing Authority: Natasha States, April Soffner  
Alera Group: Erica Riggs, Katie Burdick  
BMI: George Willock, Diane Comstock, Cyndee Holzer

I. Communications:

a. None

II. Old Business:

a. None

III. New Business:

a. BMI - Regence Audit Report

**Discussion Leader:** George Willock

**Discussion:** George shared the medical claims audit report and reviewed the findings. The audit review found 100% of the claims sampled were processed and paid appropriately.

b. Experience Report

**Discussion Leader:** Erica Riggs

**Discussion:** Erica shared the February 2025 experience report. 1/1/25 – YTD the plan is running well at 89.1% which is below what it was the same time last year.

c. Medical/Rx Marketing Update

**Discussion Leader:** Erica Riggs

**Discussion:** Erica shared the TPA RFP update which reflects a high level of where we are at within the RFP process as well as an action timeline for next steps.

d. OPMA training

**Discussion Leader:** Iasmina

**Discussion:** An email will be coming soon from April regarding the WA State required Open Public Meeting Act (OPMA) training for the board.

- e. Approve 3-5-25 minutes

**Action Taken:** Natasha made a motion to approve the 4/2/25 meeting minutes, lasmina seconded the motion, the motion passed unanimously.

IV. Reports:

- a. The amount on hold based on performance is 10% rather than 20% and we will pay out 10%.

**Discussion Leader:** lasmina

Discussion: lasmina explained that the correct amount approved at the 3/5/24 governing board is 10% not 20% as noted in the 3/5/24 meeting minutes.

V. General Information:

- a. None

The meeting was adjourned at: 1:57 PM