

Santa Monica College  
**Collegewide Benefits**  
**Minutes of the Meeting**  
**August 31, 2006**

Present

Sandi Burnett, Co-Chair  
Lenore Banders  
Marvin Martinez  
Peggy Rhoads  
Anna Rojas  
Hazel Peters

Excused

Pat Brown

Absent

Jeanette Goolsby  
Mitra Moassessi  
Mimi Vaval

Assistants

Letty Kilian, Staff Assistant

Co-chair Sandi Burnett called the meeting to order at 1:05 p.m. without quorum

Approval of July 27, 2006 - No quorum.

Reports and Discussion

**Health Benefits Audit**- Co-chair Sandi Burnett reported that the original concept of the face-to-face meeting between auditor and employee will not be necessary with BSC. The audit company, Benefit Service Center, will accept scanned documents via e-mail and faxed documents. Documents may also be mailed to BSC. The first notification to employees with dependents will be mailed out as soon as possible. BSC will provide the final report on the audit findings in October.

**Third Party Administration RFP**- The request for proposal has not been created.

**Committee Recommendations** - There are no changes in our current health plan. Minutes of the last meeting list complete recommendations, approval pending.

**Committee Summary** - Trustee Susan Aminoff has requested a formal summary of the Committee's work through July 2006. Co-chair Burnett and Co-chair Pat Brown will draft a report for review by the Committee.

Agenda for Next Meeting

- Committee Summary
- Health Benefits Audit Update
- TPA RFP

Adjournment: 10:05 a.m..

A meeting of the Collegewide Benefits Committee was not scheduled.