

CITY OF DETROIT POLICE AND FIRE RETIREE HEALTHCARE TRUST



Meeting Minutes - Administrative Committee Board

Monday, September 11, 2017

**9:30 am at the Retired Detroit Police & Fire Fighters Association office
Conference Call In: 1-866-730-7512 Access Code 795253 Host 133963**

Trustees:	Chet Opolski	Chairman
	John Clark	VP Chairman
	Don Taylor	Trustee
	Tom Sheehan	Trustee
	John Barr	Trustee
ABS:	Lisa Duncan	VMT: Aaron Castle

The meeting was held at the offices of the Retired Detroit Police & Fire Fighters Association office, RDPFFA, at 2525 e 14 Mile Road, Sterling Hgts., MI 48310. The Chairman called the Board meeting to order at 9:30

- Legal Counsel representative(s): A. Castle
- ABS representative(s): L. Duncan

Motion – To accept the agenda dated September 11, 2017: By T. Sheehan, seconded by D. Taylor

- Motion Carried – Unanimously

Motion – To approve the meeting minutes from July 10, 2017: By T. Sheehan, seconded by D. Taylor

- Motion Carried – Unanimously

No formal legal report

No formal report. Aaron Castle stated that he received and reviewed the WTW contracts and has sent back his red lined version. He has also spoke with Chris Leggio regarding the Weiler settlement; Chris needs an affidavit from this board so he can present it to the courts for release.

Administrator Report

The board requested that WTW be included in the open enrollment packet, Aaron will send me the verbiage to add to the packet.

ABS will then send out the final to the admin board, Chet will send out to the full board and advise that are a couple of board members that haven't answered.

ABS stated that if they feel the timeline cannot be met, they will advise the board.

The board decided to move the October 16th meeting to the same location as the open enrollment meeting, and start it at 9am.

New Business

Don Taylor presented the Admin board with a letter from the RDPFFA, requesting that this board establish a new position on the trust – Employee VEBA Trust Administrator. Don stated the RDPFFA will provide a location for this new person to sit, along with a phone number. Don has asked that the Trust and the RDPFFA office have some type of agreement in place between them to address specific concerns, i.e.: printing cost

Further discussion on what constitutes the "Principle Office" for the VEBA, legal will address this concern.

Motion – Move to bring the letter and job description to the full board for review: by J. Clark, seconded by T. Sheehan

- Motion Carried – Unanimously

Adjournment

Motion – To adjourn: By J. Clark, seconded by J. Barr

- Motion Carried – Unanimously

Meeting adjourned at 10:35

Lisa Duncan