

CITY OF DETROIT POLICE AND FIRE RETIREE HEALTHCARE TRUST



Board Meeting Minutes

Monday, August 24, 2020

9:30 am at Office of BeneSys, Inc., Troy, MI via Conference Call in Compliance with Executive Order 2020-48

Trustees:	Chet Opolski (via phone)	Chairman
	Dan Bojalad (via phone)	Trustee
	Tracy Shippy (via phone)	Trustee
	Richard Kosmack (via phone)	Trustee
	Brian Roehl (via phone)	Trustee
	Andy Dillon (via phone)	Trustee

Others present: Burton Carlson, Graystone Consulting (via phone)
Erik Burger, Graystone Consulting (via phone)

Legal Representation: Aaron Castle (via phone)

BeneSys Representation: Violet Gjorgjevski and Jennifer Crosby (via phone)

The meeting was held via conference call at the offices of BeneSys, Inc., 700 Tower Drive, Suite 300, Troy, MI 48098

The meeting was called to order by Chairman Opolski at 9:32 am.

Motion – To accept the agenda for July 27, 2020: *By D. Bojalad, seconded by T. Shippy.*

- Motion Carried – Unanimously

Public Comment

Beth Sinagra, spouse of member, attended meeting via phone and thank the Board for allowing the public to participate in meetings.

Regular Minutes

Motion – To approve the Regular Meeting Minutes from July 27, 2020: *By T. Shippy, seconded by R. Kosmack.*

- Motion Carried – Unanimously

Motion – To approve the Admin Committee Minutes from August 10, 2020: **By T. Shippy, seconded by R. Kosmack.**

- Motion Carried – Unanimously

Graystone Financial – Burton Carlson & Erik Burger (via phone)

B. Carlson gave update on B Notes. B Notes continue to hold steady at \$81.

B. Carlson informed the Board that the portfolio is up 5.2% for the year. No recommendations currently.

E. Burger reviewed the Cash Flow Projection provided.

Financial Reports

BeneSys provided the July 2020 Fifth Third Statement for review.

BeneSys provided the July 2020 Morgan Stanley Statement for review.

BeneSys provided the June 2020 Financial Statements for review.

Motion – to review and accept the Fifth Third, Morgan Stanley, BeneSys Financial Statement and to pay the Bills for Approval as provided: **By D. Bojalad, seconded by T. Shippy.**

- Motion Carried – Unanimously

Administrative Reports

Ms. Sinagra left the meeting at 9:53 am.

Motion – To enter into closed session at 9:54 am to address administrative appeals containing confidential personal health information under HIPAA: By T. Shippy seconded by R. Kosmack.

- Roll call vote:
 - Kosmack – yes
 - Bojalad – yes
 - Opolski – yes
 - Roehl – yes
 - Shippy – yes

The Board returned to open session at 10:11 am.

A. Appeals

Motion - To approve Appeal No. **2774016746: By D. Bojalad, second by T. Shippy.**

- Motion Carried – unanimously

Motion - To schedule hearing for October 12, 2020 Meeting Appeal No. **2775649783: By R. Kosmack, second by D. Bojalad.**

- Motion Carried – unanimously

Ms. Sinagra called back in to join the meeting at 10:22 am

Legal Report

A. Restatement of RHC Trust Agreement

Mr. Castle provided final draft of the Restatement of RHC Trust Agreement for the Board to review and approve. However, this requires a Super Majority to pass the motion and not all members of the board are present. This will be tabled and reviewed at the next Board Meeting.

B. Rules of Procedure - Public Participation at Meetings

Mr. Castle presented draft revisions to the Board's Rules of Procedure regarding Public Participation at Meetings for the Board to review.

Motion - To approve and adopt the revisions to the Rules of Procedure as presented: ***By D. Bojalad, second by R. Kosmack.***

- Motion Carried – unanimously

Correspondence - None

Business Agent Report - None

New Business

A. Priority Health 2021 Rates

Ms. Gjorgjevski presented the Priority Health 2021 Rates to the Board. There was originally an increase of \$5 a month but they are not going to raise it. Trustee Shippy will reach out to Priority Health to see what benefit enhancements can be offered for the \$5 a month that the board had already budgeted to spend for 2021. She will report back at the next meeting.

B. Priority Health Benefit Summaries PPO & HMO

Ms. Gjorgjevski presented the Priority Health Benefit Summaries for 2021 to the Board. These are subject to change with the negotiations for enhanced benefits.

Unfinished Business

A. Weiler Settlement Surplus Funds

Mr. Castle stated there was nothing new to share.

B. 2021 Open Enrollment Document Edits Draft

Ms. Gjorgjevski presented the 2021 Open Enrollment Document Draft to the Board. Discussion and feedback given. BeneSys to create a final draft of the 2021 Enrollment Form at the next meeting.

Motion - To affirm the recommendation from the Admin Committee that, for the safety of its members, there be no Open Enrollment Meetings, that letters be sent out to all members prior to Open Enrollment to inform them that there will be no meetings and to look for packages in the mail and that the Open Enrollment Dates be set as October 12, 2020 to November 13, 2020: **By D. Bojalad, second by R. Kosmack.**

- Motion Carried – unanimously

C. 2021 HRA Claim Form Update/Edit

Ms. Gjorgjevski opened discussion on ways to improve and simplify the HRA Forms for members. BeneSys will take these ideas and create a draft form for review at next meeting.

D. 2021 Current Enrollment/Pre-Open Enrollment Letter Draft

Ms. Gjorgjevski presented to the Board, the Letter that will be sent to members approximately 2 weeks prior to the Open Enrollment Packets being mailed. This will inform members that there will be no Open Enrollment Meetings, so they need to keep an eye out for the packets. In addition, it will inform members of their current benefit enrollment(s).

E. 2021 Open Enrollment Book Draft

Ms. Gjorgjevski presented the Draft of the 2021 Open Enrollment Book to the Board. Discussion and suggestions for changes made. Updated draft to be presented at the next meeting.

F. Outstanding HRA Checks

Mr. Castle informed the Board that prior TPA, ABS, has issued checks to transfer funds to BeneSys and close accounts held by them for the reissuing of stale HRA Checks. BeneSys will now take over this function going forward.

Trustee Comment/Open Forum –

Chairman Opolski informed the Board that BeneSys remains closed to Walk-Ins and In-Person Meetings through September 30, 2020.

Ms. Gjorgjevski followed up with the Board that the phone system that BeneSys has doesn't allow scheduled call-backs to take place. The new "Call Back" feature will be in place effective September 1, 2020 which will allow members to choose a call back rather than remain on hold. The call back will take place within 10 minutes.

Adjournment

Motion – to adjourn: **by D. Bojalad, seconded by R. Kosmack.**

- Motion Carried - Unanimously

Meeting adjourned at 11:34 am.