

# CITY OF DETROIT POLICE AND FIRE RETIREE HEALTHCARE TRUST



## Admin Committee Meeting Minutes

Monday, December 4, 2023

9:30 am at BeneSys Office, Troy, MI via In-Person and via Conference Call

### Trustees:

Chet Opolski

Tracy Shippy

Dan Bojalad

Greg Trozak

Brian Roehl

Rick Kosmack

### Role:

Chair

Vice-Chair

Trustee

Trustee

Trustee

Trustee

**Others present:** Brian Green, AndCo.

Louis Sinagra, Member (via phone)

**Legal Representation:** Aaron Castle

**BeneSys Representation:** Violet Gjorgjevski and Jennifer Crosby

The meeting was called to order at 9:30 am.

**Motion** – To accept the agenda dated December 4, 2023: By D. Bojalad, seconded by R. Kosmack.

- Motion Carried – Unanimously

Copy of the previously approved Administrative Committee Meeting minutes from November 13, 2023, were presented.

**Public Comment – None**

**AndCo. Consulting – Brian Green**

Mr. Green stated that he has nothing to present today but will have information regarding the rebalance at the full Board meeting.

## **Legal Report**

### **A. Act No. 214, Public Acts of 2023 Approved by Governor November 22, 2023**

### **B. Memo – Legislative Update PA 214 of 2023**

Mr. Castle reviewed the Memorandum provided by VanOverbeke, Michaud & Timmony regarding Michigan Public Act 214 of 2023 (H.B. 4346) Open Meetings Act Amendments. PA 214 will become effective on February 13, 2024. As of its effective date, PA 214 permits public employee retirement and retiree healthcare boards to hold a public meeting electronically under any circumstances. However, retirement and retiree healthcare boards that are eligible to meet remotely under PA 214 are required to adopt and publish an attendance policy that includes the Board's method for determination of a quorum with one (1) or more board members attending remotely. Discussion took place regarding the matter Mr. Castle will present a draft document at the full Board meeting.

## **Administrator Report/Administrative Committee Report**

### **A. Appeal 2823825582**

Ms. Gjorgjevski presented the Appeal to the Admin Committee. Extensive discussion took place. It was determined that Legal Counsel would reach out to the parties involved in this Appeal and request additional documentation and information before any decisions regarding the Appeal can be made.

## **Business Agent Report**

Mr. Opolski updated the Admin Committee that discussion with BeneSys took place prior to today's meeting starting regarding the 2024 Priority Health Enrollment file. It had previously been discussed that the 2024 Priority Health Enrollment file be sent by December 1, 2023. BeneSys was not able to send the file timely due to some changes in the file that were requested by Priority Health. Ms. Gjorgjevski stated that she would be following up after the meeting and the file would be sent as soon as possible with the required changes.

## **New Business - None**

## **Unfinished Business**

### **A. Fifth Third and Morgan Stanley Statements October 2023**

At the full Board Meeting on November 20, 2023, it was determined that the Fifth Third statements were not accurate after the transfer of funds from Morgan Stanley. The gain/loss wasn't correct. Mr. Green reached out to Michael Pavlick regarding the issue and Mr. Pavlick's response was presented today. He stated that they will be making the needed corrections, and they will appear on the November 2023 Statement. Once BeneSys receives the November 2023 statement from Fifth Third their Financial Statements can be corrected as well.

### **B. Direct Deposit Letter/Form Included with Checks for December 2023**

Ms. Crosby updated the Admin Committee that the Direct Deposit Letter/Form went out with the December 1<sup>st</sup> checks.

### **C. 2024 HRA Form Supporting Documentation Verbiage Update**

Chairman Opolski and Ms. Crosby have been discussing the supporting documentation verbiage again in more detail and have some concerns regarding EOB's and Balance Due Statements. Legal Counsel is going to review the requirements that the IRS have in place regarding supporting documentation and provide additional information at the full Board meeting. At this point in time, it was decided to move forward with the 2024 HRA Form as is.

### **E. DOL re VEBA Grant Program**

Mr. Castle stated that he has no update at this time regarding the VEBA Grant Program and the letter that the Board submitted.

### **Correspondence**

**A. IFEBP Advanced Trustees & Administrative Conference**

**B. IFEBP Health Care Management Conference**

**C. BeneSys DOL Cyber Security Program Response Q4 2023**

### **Trustee Comment/Open Forum**

The time for the full Board Meeting scheduled on December 18, 2023, was changed to 10:00 a.m.

### **Adjournment**

**Motion** – To adjourn the Administrative Committee Meeting: By G. Trozak, seconded by T. Shippy.

Motion Carried – Unanimously

Meeting adjourned at 10:28 a.m.