

# CITY OF DETROIT POLICE AND FIRE RETIREE HEALTHCARE TRUST



## Admin Committee Meeting Minutes

Monday, September 14, 2020

9:30 am at Office of BeneSys, Inc., Troy, MI via Conference Call in Compliance with Executive Order 2020-4

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

Legal Representation: Aaron Castle (via phone)

Others present: Ron Crofoot, Priority Health (via phone)  
Susan Deseck, Priority Health (via phone)  
Louis Sinagra (via phone)

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

The meeting was held at the offices of the BeneSys, Inc. in Troy, Michigan via Conference Call

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

**Motion** – To accept the agenda dated September 14, 2020: By D. Bojalad, seconded by T. Shippy.

- Motion Carried – Unanimously

Copy of the previously approved Administrative Committee Meeting minutes from the August 10, 2020 were presented.

**Public Comment** – Member, Louis Sinagra attended meeting via conference call.

### Priority Health – Ron Crofoot & Susan Deseck

Mr. Crofoot reviewed with the Board the Benefit Enhancements agreed upon by Priority Health for participants. They also discussed that they have added an additional avenue for out-of-state participants to easier utilize their benefits, “Multi-Plan”. All enrolled participants will be getting a new benefit card for 2021 that will have the “Multi-Plan” logo. This will make it easier for benefits to be billed and administered.

**Motion** – To recommend to the Board that the Enhanced Benefits presented by Priority Health be accepted pending reviewal of the Renewal Documents by Legal Counsel. By B. Roehl, seconded by T. Shippy.

Motion Carried – Unanimously

### **Legal Report**

Mr. Castle informed the Board that the Restatement of the RHC Trust will be discussed further at the Board Meeting as all Board Members need to present and vote before any changes can be made.

Mr. Castle presented the Public Participation in Meetings policy that is currently in place for the Trust. He recommends eliminating the existing policy as it is outdated and not relevant.

**Motion** – To recommend to the full Board to eliminate the existing language of the Public Participation in Meetings policy: By R. Kosmack, seconded by D. Bojalad.

- Motion Carried – Unanimously

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

#### **A. Appeals**

a. 2725393528

b. 2725393528 Spouse

#### **B. Fifth Third – Authorized Signers Resolution Form**

#### **C. Fifth Third – Certificate of Resolution**

#### **D. Fifth Third – FTIS Contact Personnel Form**

Ms. Gjorgjevski presented the above Fifth Third banking documents that need to be updated. These documents need to have live signatures so this will be pending to the Board Meeting for completion.

### **Business Agent Report**

Mr. Opolski stated that there has been no increases or changes in calls he receives. He is still informing members regarding the Appeal process if it seems warranted.

### **New Business**

### **Unfinished Business**

#### **A. Weiler Settlement Surplus Funds**

Mr. Castle stated that there has been no new information on this matter.

#### **B. 2021 Open Enrollment Documents Edits Final**

Ms. Crosby presented final drafts for the Open Enrollment Form to the Board. Updates were given. Ms. Crosby informed the Board that the drop-dead date for an October 1, 2020 mail date is September 18, 2020.

#### **C. 2021 Current Enrollment/Pre-Open Enrollment Letter Draft**

Ms. Crosby presented the Final Draft of the Current Enrollment/Pre-Open Enrollment Letter to the Board. Approval given to print. This will be mailed to all members on September 22, 2020.

#### **D. 2021 Open Enrollment Checklist Draft**

Ms. Crosby presented the Final Draft of the Open Enrollment Checklist to the Board. Approval given to print.

#### **E. 2021 Open Enrollment Book Draft**

Ms. Crosby presented final draft for the Open Enrollment Book to the Board. Updates were given. Ms. Crosby informed the Board that the drop-dead date for an October 1, 2020 mail date is September 18, 2020.

#### **F. 2021 HRA Claim Form Draft**

Ms. Crosby presented the Draft of the 2021 HRA Claim Form to the Board for review.

#### **G. Priority Health – End of Year Pandemic Credit**

### **Correspondence**

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

**Motion** – To enter into closed session at 10:41 am to address appeals, administrative appeals containing confidential personal health information under HIPAA: By T. Shippy, seconded by B. Roehl.

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

The Committee exited closed session at 11:09 am.

Mr. Castle presented matters regarding member 2804117516 to the Board. Discussion took place. Pending further discussion and review at the full Board Meeting.

**Motion** – for participant 2725393528 to recommend that Board approve Appeal for member to be enrolled in 2020 HRA benefit: By R. Kosmack, seconded by D. Bojalad.

**Motion** – for spouse 2725393528 to recommend that Board approve Appeal for spouse to be enrolled in 2020 HRA benefit: By R. Kosmack, seconded by D. Bojalad.

### **Adjournment**

**Motion** – To adjourn the Administrative Committee Meeting: By R. Kosmack, seconded by B. Roehl.

Motion Carried – Unanimously

Meeting adjourned at 11:09 am.