

CITY OF DETROIT POLICE AND FIRE RETIREE HEALTHCARE TRUST



Admin Committee Meeting Minutes

Monday, April 13, 2020

9:30 am at Office of BeneSys, Inc., Troy, MI via Conference Call in Compliance with Executive Order 2020-4
Conference Call in: 1-866-730-7512 Access Code 700275 Host 484296

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

Legal Representation: Aaron Castle

BeneSys Representation: Dean Carlson, Violet Gjorgjevski, Jennifer Crosby

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

The meeting was called to order at 9:31 am.

Motion – To accept the agenda dated April 13, 2020: By D. Bojalad, seconded by T. Shippy.

- Motion Carried – Unanimously

Copy of the previously approved Administrative Committee Meeting minutes and Closed session meeting minutes from the March 9, 2020 were presented.

Legal Report – None

A. CARES Act Message & Memo

Mr. Castle reviewed the CARES Act with the Committee. He pointed out that this significantly affects the VEBA because it allows OTC medications to be reimbursable. Ms. Crosby will communicate this to BeneSys Specialty Claims department for proper processing of claims going forward. This change has been communicated to members via the Newsletter and Website.

B. OMA COVID-19 Conducting Meeting Information

Mr. Castle reviewed the information provided and informed the Committee that they currently comply with the Governor's Executive Order 2020-4.

C. FOIA Memo

Mr. Castle informed the Committee that this order temporarily extends the deadline for response to FOIA request so that staff does not need to manually pull records etc. during the COVID-19 pandemic. Order currently expires June 1, 2020.

Administrative Report/Administrative Committee Report

A. Sample of HRA Check Message – Suspension of 2019 HRA Deadline

Mr. Carlson presented a sample of the HRA Check Message that is being printed on all checks process through the extend deadline of May 31, 2020.

Business Agent Report

Chairperson Opolski stated that the calls and emails regarding issues have significantly gone down. Although he is working from home due to COVID-19 he is checking email and voicemail daily. There has been a small lag in communication back from Priority Health as one of our contacts was on vacation. She has since returned and is on top of responses. He mentioned the poor timing of Priority Health's robot calls regarding home visits because of the COVID-19 social distancing restrictions. Lastly, he stated that he is publishing Newsletters more frequently due to all the changing protocol with COVID-19.

New Business/Open Forum – None

Unfinished Business

A. Accepted COPS Trust Proposal for Vision & Dental Plan Coverage

Mr. Castle provided the letter to accept the proposal for Chairman Opolski to electronically sign and return.

B. Weiler Settlement Surplus Funds

Mr. Castle stated that Chris Leggio confirmed receipt of the letter submitted by the Board and is preparing a response. Not much has changed with the case. The City's response has been lukewarm. The courts are shut down right now so not much movement as a result.

Correspondence

A. U. S. Postal Service Alerts

Ms. Crosby presented to the Committee a notice posted by the U.S. Postal Service informing of some delivery delays due to COVID-19. Each city seems to have its own protocol currently but BeneSys is seeing delays in receiving documents from members and vice versa.

Trustee Comment/Open Forum

Chair Opolski informed the Committee that he spoke with Tom Schneider with COPS Trust and an agreement was reached to reduce Dental Premiums for the Post January 1, 2015 members. ABS is not currently open due to COVID-19 so changes are at a standstill until they reopen.

Ms. Gjorgjevski informed the Committee that after discussions with Attorney Castle and Mr. Tawa from Plante Moran and it was decided that participants will not have to resubmit HRA Claims since the dental and vision premiums have changed. BeneSys will process the recurring claims at the new premium rates. Chairman Opolski will relay this to participants via the Newsletter.

Discussion by the Committee as to the decision made by The Board to revisit the Administrative Committee's recommendation to select Segal as Actuary and Benefit Consultant. The Board had passed a Motion to remain with GRS for the 2019 Actuary Report due to time constraints.

Motion – To recommend delay in action for both Actuary and Benefits Consulting change for 6 months, to be discussed at the Admin Committee Meeting October 12, 2020: By B. Roehl, seconded by D. Bojalad.

Motion Carried – Unanimously

Chairman Opolski discussed that with Trustee Barr's passing there is a vacancy on The Board. Mr. Taylor with the Retirees Association has been notified. The Full Board and the Administrative Committee will be one member short until the position is filled.

There will be an Investment Committee Meeting on April 27, 2020 at 9am. Ms. Gjorgjevski will send out notification.

Adjournment

Motion – To adjourn the Administrative Committee Meeting: By D. Bojalad, seconded by B. Roehl.

Motion Carried – Unanimously

Meeting adjourned at 10:17 am.