

CITY OF DETROIT POLICE AND FIRE RETIREE HEALTHCARE TRUST



Admin Committee Meeting Minutes

Monday, May 6, 2019

**9:30 am at RDPFFA Office Sterling Heights Michigan
Conference Call In: 1-866-730-7512 Access Code 700275 Host 484296**

Trustees:	Chet Opolski	Chairman
	John Barr	Trustee
	Daniel Bojalad	Trustee
	Brian Roehl	Trustee
	Tracy Shippy	Trustee

Legal Representation: Aaron Castle

BeneSys Representation: Samarah Murray & Violet Gjorgjevski

The meeting was held at the offices of the Retired Detroit Police & Fire Fighters Association

The meeting was called to order at 9:30am

Motion – To accept the agenda dated May 6, 2019: By D. Bojalad, seconded by T. Shippy.

- Motion Carried – Unanimously

Copy of approved Admin Committee Meeting minutes from the April 22, 2019 meeting were presented.

Legal Report

A. Duty Disability Retirees

Attorney Castle was directed to contact the City of Detroit Pension System to obtain clarification on Duty Disability conversions. He was informed that there are two groups of duty disability retirees: (1) those who were retired prior to 1998; and (2) those who were retired in 1998 or later. Pre-1998 duty disability retirees receive 2/3 of base pay until their 25th anniversary at which time their duty disability retirement is converted to a regular retirement. Post-1998 duty disability retirees receive 2/3 of base pay until their 25th anniversary at which time their duty disability retirement is reduced to 1/2 of base pay until attainment of age 65. Upon attaining age 65 their duty disability retirement is converted to a regular retirement. Based on this information and additional retiree information which will need to be provided from the Pension System, BeneSys will be able to determine what category the retiree will fall under for the HRA reimbursement. BeneSys also confirmed that once the retiree is deceased the spouse will continue in the place of the late retiree and follow the same rules.

B. Professional Service Provider Review Policy

Attorney Castle provided a redlined Policy for the Board to review and provided clarification on the schedule.

Motion – To recommend the board of directors approve the Professional Service Provider Review Policy: By B. Roehl, second by J. Barr.

- Motion Carried – Unanimously

C. Amended and Restated Plan Document

Attorney Castle advised the Board that he is reviewing the VEBA Plan Document as requested to include recommended/required revisions and will provide a draft to the Administrative Committee as soon as possible.

Administrative Report/Administrative Committee Report

A. Appeals

Motion – To enter into closed session at 9:53am to address appeals, administrative appeals containing confidential personal health information under HIPAA: By B. Roehl, seconded by T. Shippy.

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

The Board exited closed session at 10:15am.

Motion - To recommend the board approve member 2794680718 to retroactively enroll and collect for 2018 HRA Benefit; pending proper documentation is submitted: By B. Roehl, second by T. Shippy.

- Motion Carried – unanimously

Motion - To recommend the board deny 2838253548 to retroactively enroll and collect for 2016 & 2017 HRA Benefit for untimely submission: By B. Roehl, second by T. Shippy.

- Motion Carried – unanimously

Motion - To recommend the board table appeal for 2810129207 pending additional information: By B. Roehl, second by T. Shippy.

- Motion Carried – unanimously

Motion - To recommend the board approve member 2845119120 to retroactively enroll and collect for 2018 HRA Benefit; pending proper documentation is submitted: By J. Barr, second by D. Bojalad.

- Motion Carried – 3 years
- 2 nays – D. Bojalad & B. Roehl

Business Agent Report

Chairperson Opolski provided information on the newsletters that is sent monthly, he reviewed the number of sent and the number of read and unread as well as provided a number of bad email addresses. In addition, he discussed a conversation that was had regarding the addition of Post December 31, 2014 Retiree to the VEBA. He further discussed

that he reached out to Legal Counsel for confirmation. This will be discussed further at the next full Board of Trustee meeting on Monday May 13, 2019.

Mr. Opolski expressed some concerns he has with BeneSys which he had hoped would work itself out but as the months have gone by he has not noticed a change and did not want to let it go on further. He has noticed that there has been a lack of preparation with appeal presentation as well as a delay in response with emails sent with member calls during his office hours.

In addition, BeneSys has implemented a new phone system which he feels was not transitioned appropriately. Members as well as Mr. Opolski had a difficult time getting through to the correct person.

He continued with the recent leadership change which was a bit to take in as the BeneSys representative that attended a recent meeting with the Board of Trustee is no longer with the company.

New Business/Open Forum

A. Bassett & Bassett Termination Letter

A communication was provided from Bassett & Bassett to terminate services effective June 1, 2019.

B. BeneSys Organizational Change

BeneSys provided a communication regarding an organizational change effective April 29, 2019. The communication acknowledged that Mr. Jim Lareau is no longer with BeneSys.

Unfinished Business

A. HRA Allocation and Claims Processing Rules

Ms. Murray informed the Board of the progress to the BeneSys System discussed, there has been successful updates with the changes and is going as planned. The goal is to have the updates completed by June 1, 2019.

B. Trustee Stipends

Ms. Gjorgjevski followed up on the stipends and asked for confirmation that the checks have been received by the Trustees.

Adjournment

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

Motion Carried – Unanimously

Meeting adjourned at 10:36 am.