

CITY OF DETROIT POLICE AND FIRE RETIREE HEALTHCARE TRUST



Meeting Minutes - Administrative Committee Board

Monday, November 13, 2017

9:30 am at the Retired Detroit Police & Fire Fighters Association office
Conference Call In: 1-866-730-7512 Access Code 795253 Host 133963

Trustees:	Chet Opolski	Chairman
	John Clark	VP Chairman
	Don Taylor	Trustee
	Tom Sheehan	Trustee
	John Barr	Trustee

ABS:	Melanie Taliercio	VMT: Aaron Castle
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The meeting was held at the offices of the Retired Detroit Police & Fire Fighters Association office, RDPFFA, at 2525 e 14 Mile Road, Sterling Hgts., MI 48310. The Chairman called the Board meeting to order at 9:30

- Legal Counsel representative(s): A. Castle
- ABS representative(s): M. Taliercio

Motion – To accept the agenda dated November 13, 2017: By J. Barr, seconded by T. Sheehan

- Motion Carried – Unanimously

Motion – To move to the Public Comment portion of the Agenda: By T. Sheehan, seconded by D. Taylor

- Motion Carried – Unanimously

Members Sidney Bogan and David Winegar attended the meeting to share with the committee their frustrations with their HRA enrollment and the lack of assistance from ABS. When Mr. Bogan initially called ABS for HRA enrollment assistance, the individual that took the call indicated that she could not locate him in the system. Mr. Bogan spoke with the RDPFFA office who then sent an email to Lisa Duncan in order to clarify Mr. Bogan's status in the system. Lisa responded that Mr. Bogan had an HRA in 2016 and also in 2017 and trying to track down who Mr. Bogan spoke with to re-educate the staff member. Mr. Bogan left an appeal to have his spouse added to the HRA for 2017.

Mr. Winegar claims he was unaware of the HRA benefit that was available to retirees beginning 2016. He too went to the ABS office in Sterling Heights asking to speak with Lisa Duncan. Mr. Winegar was advised that Lisa was not in the office so he was assisted by CSR Felisa Thomas. Ms. Thomas advised that in order to set up an account for Mr. Winegar and his spouse for 2017, he would need to supply an appeal. Mr. Winegar was also displeased that he would have to submit a verification of marriage in order to set up the account retro to 1/1/2017.

Motion – To move to the regular agenda: By T. Sheehan, seconded by J. Barr

- Motion Carried – Unanimously

Legal

Legal provided the committee with a copy of a draft Trust Secretary Job description and Office Use Agreement.

Trust Secretary Discussion:

1. The committee agrees this is a position that is needed and will send this back to the full board to discuss.
2. The committee discussed changing the name of the position to “Business Agent” rather than Secretary.
3. Clarification on the difference between ABS’s job requirements and the new position job requirements.

Motion –To recommend Chet Opolski for this position: By J. Barr, seconded by D. Taylor

- discussion held

Motion – To table recommendation of RHC Trust Business Agent until the full board meeting: By T. Sheehan, seconded by J. Clark

- Motion Carried – Unanimously

Legal will supply full board with another draft copy of the Trust Secretary addendum.

Motion – To recommend adoption of “Office Use Agreement” as revised; By D. Taylor, seconded by J. Clark

- Motion Carried – Unanimously

Office Use Discussion:

Most of the discussion centered around the position’s hours of availability and access to RDPFFA office during the week and on weekend.

Legal will supply the board with updated draft copy of Addendum C.

Unfinished Business:

Chet Opolski advised committee that he had been looking for new conference line systems. The most expensive item is \$800. Chet will discuss with the full board.

Motion – To recommend approval of appeals for Bogan and Winegar to the full board; By J. Clark, seconded by D. Taylor

- Motion Carried – Unanimously

Motion – To adjourn the meeting; T. Sheehan, seconded by D. Taylor

- Motion Carried – Unanimously

Adjournment: 11:25 am

Melanie Taliercio