

CITY OF DETROIT POLICE AND FIRE RETIREE HEALTHCARE TRUST



**Admin Committee Meeting Minutes**

**Monday, April 17, 2023**

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

**Trustees:**

Tracy Shippy  
Brian Roehl  
Dan Bojalad  
Rick Kosmack

**Role:**

Acting Chair  
Trustee  
Trustee  
Trustee

**Excused Absence: Chet Opolski**

**Others present: Greg Trozak, Trustee (via phone)**  
**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 April 17, 2023, 2023: By D. Bojalad, seconded by B. Roehl.**

- Motion Carried – Unanimously

Copy of the previously approved Administrative Committee Meeting minutes from March 6, 2023, were presented.

**Public Comment - None**

**Legal Report - None**

**Administrative Report/Administrative Committee Report**

**A. Appeals**

- a. 2732286792

**Motion** – To recommend to the Board that the Level 2 Appeal for participant #2732286792 be denied for the reasons discussed: By B. Roehl, seconded by R. Kosmack.

- Motion Carried – Unanimously

**Business Agent Report - None**

**New Business**

**A. Priority Health – Hearing Aid Benefit Utilization**

BeneSys provided communication between Ms. Brandon Bentley with Priority Health and Chairman Opolski regarding the Hearing Aid Benefit Utilization for 2022 as was requested by the RDPFFA. The Admin Committee was surprised to learn that the overall utilization was only 6.1% of the members enrolled. Discussion took place regarding additional marketing options. The Hearing Aid Benefit was mentioned in several of the Newsletters, on the Member Website, at the Open Enrollment Meetings and at the Membership meetings but perhaps there is more than can be done. Trustee Shippy is going to reach out to Ms. Brandon Bentley to get the information for 1<sup>st</sup> Quarter 2023.

**B. Fifth Third – Trustee Stipend Payment Error**

Benesys provided communication from Trustee Opolski regarding a Fifth Third error for Trustee Shippy. She was paid her stipend for March 2023 twice. The error came because she signed up for Direct Deposit, so she received one DD and one check. The resolution for the issue is that she will not be paid her stipend for April 2023.

**C. BeneSys – HRA Duplication Error**

BeneSys provided information regarding an HRA duplication error that took place on March 8, 2023. There was a system error and when the check run was corrected and run again it was discovered that there were duplicate spouse payments. This issue effected approximately 50 spouses. The spouses that received duplicate live checks were all called and told not to cash the second check and those checks were also stopped with the bank. Those that had direct deposit were made aware and a solution is being worked on by the Claims Department and Programming Department at BeneSys. BeneSys will continue to keep the Board up to date regarding this matter.

**D. 2023 HRA Claim Form – Possible Update**

Ms. Crosby updated the Admin Committee that she made a potential change to the HRA Form to provide more specific information regarding the filing deadline. There seems to be some confusion among the members, so she wanted to make it easier to understand. The Admin Committee agreed with the need for additional information and made suggested edits.

## **Unfinished Business**

### **A. Professional Advisor Review – Investment Consultant**

Trustee Roehl updated the Admin Committee regarding this matter. Four Investment Consulting Firms will be invited to give presentations to the Admin Committee at either the May 9, 2023, or June 6, 2023, meetings. Mr. Castle will be sending out the invitations this week.

### **B. Priority Health – Part B Buydown**

This matter is in progress with Priority Health.

### **C. HRA Disbursement Analysis**

Ms. Gjorgjevski reported that her analysis is in progress.

### **D. HRA Reimbursement Direct Deposit Directive**

This matter is pending the analysis that Ms. Gjorgjevski is working on.

## **Correspondence**

### **A. Morgan Stanley Rate Change**

### **B. Priority Health – Member’s Daughter Complaint**

### **C. Fifth Third – Kristi Tice Retirement**

## **Trustee Comment/Open Forum**

## **Adjournment**

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

Motion Carried – Unanimously

Meeting adjourned at 10:23 a.m.