

# CITY OF DETROIT POLICE AND FIRE RETIREE HEALTHCARE TRUST



## Admin Committee Meeting Minutes

Monday, February 14, 2022

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

Trustees:

Chet Opolski  
Richard Kosmack  
Dan Bojalad  
Brian Roehl  
Greg Trozak  
Tracy Shippy

Role:

Chairman  
Trustee  
Trustee  
Trustee  
Trustee  
Trustee

**Others present: Burton Carlson (Graystone Consulting), Brian Convery, Mike Krushena and Jerry Moffitt (Boyd Watterson), Louis Sinagra, Member (via phone)**

**Legal Representation: Aaron Castle (in-person)**

**BeneSys Representation: Mary Weir, Violet Gjorgjevski and Jennifer Crosby (in-person)**

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

**Motion – To accept the agenda dated February 14, 2022: By R. Kosmack, seconded by D. Bojalad.**

- Motion Carried – Unanimously

Copy of the previously approved Administrative Committee Meeting minutes from January 10, 2022 were presented.

**Public Comment - None**

**Financial Consultants**

Mr. Convery gave a presentation to the Admin Committee in reference to the Boyd Watterson Real Estate Capabilities in relation to GSA and State Government funds. The firms experience, assets under management, employees and locations were discussed. In depth information was provided regarding the GSA and State funds. Extensive discussion took place between members of the Admin Committee and representatives from Boyd Watterson.

## **Legal Report**

Mr. Castle informed the Board that he did not have a formal legal report. He wishes to discuss matter under New Business during a Closed Session.

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

Ms. Weir addressed the Admin Committee regarding the delay in launching the HRA Reimbursement Direct Deposit for members. She explained that BeneSys transitioned to a more secure VPN and Storage System last summer/fall. The implementation took longer than anticipated and required many updates to other systems as well. As a result, the IT Department became backlogged on tasks which caused a slow down in launching the HRA Reimbursement Direct Deposit for members. She apologized for this and stated that this project has been escalated for completion. Ms. Gjorgjevski added that BeneSys is working with Fifth Third to complete a small Direct Deposit file transfer on February 16, 2022. If that transfer goes well a full transfer will take place on February 18, 2022. Manual check runs have been completed and checks mailed for the January 24<sup>th</sup> and February 4<sup>th</sup> HRA Checks.

Ms. Weir additionally informed the Admin Committee that she is working closely with Ms. Gjorgjevski to ahead of the mail processing issues and insure that claims and documentation are received and processed in a timely fashion going forward.

Ms. Gjorgjevski presented the BeneSys Fee Renewal proposal to the Admin Committee for review. The renewal offers a reduction in fees by 5.3% due to reduction in members and would be valid for three years. In addition, the fee for IT/Programming has increased from \$130/HR to \$150/HR. Chairman Opolski stated that the fees should reduce annually rather than every three years. Ms. Gjorgjevski will discuss with Darris Garoufalidis and present and updated proposal at the next Board Meeting.

## **Business Agent Report**

Chairman Opolski informed the Admin Committee that he has expressed his concerns to BeneSys regarding the HRA Reimbursement Direct Deposit being behind schedule, the mail processing being behind schedule, and the lack of knowledge and information provided by customer service in the past several weeks. He is working closely with Ms. Gjorgjevski to get these matters resolved in a timely fashion.

Chairman Opolski said he has been working closely with Priority Health regarding clarification of their incentive program for members and sending out newsletters with updates.

## **New Business**

### **A. Life Insurance Rates/Coverage**

Ms. Shippy updated the Board that she continues to explore the feasibility of offering Life Insurance to members. She stated that she spoke with AARP and they do not offer what the Admin Committee is looking for, they required health checks and individual billing. She will continue to look into viable options.

### **B. Education & Travel Policy – Final**

Mr. Castle provided final copies to the Admin Committee. The Education & Travel Policy was already approved and adopted by the Board.

## **C. Rules of Procedure – Final**

Mr. Castle provided final copies to the Admin Committee. The updated Rules of Procedure were already approved and adopted by the Board.

### **Unfinished Business**

#### **A. Member 2802001822**

This matter will be discussed during Closed Session.

### **Correspondence**

- A. BeneSys – DOL CyberSecurity Program Response**
- B. Priority Health – 2022 Medicare Rewards & Incentive Program**
- C. Resolution of Support for City of Detroit Public Bodies**

Ms. Crosby shared the above communication with the Board for informational purposes.

### **Trustee Comment/Open Forum – None**

Mr. Sinagra left the meeting at 10:56 am as the Board was entering closed session.

**Motion** – To enter into closed session at 10:56 am to address administrative related matter containing confidential personal health information under HIPAA: By B. Roehl, seconded by T. Shippy.

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

The Board exited closed session at 11:02 am.

### **Adjournment**

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

Motion Carried – Unanimously

Meeting adjourned at 11:03 a.m.