

# CITY OF DETROIT POLICE AND FIRE RETIREE HEALTHCARE TRUST



## Admin Committee Meeting Minutes

Monday, June 8, 2020

9:30 am at Office of BeneSys, Inc., Troy, MI via Conference Call in Compliance with Executive Order 2020-4

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:** 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 9:30 am.

**Motion** – To accept the agenda dated June 8, 2020: By D. Bojalad, seconded by T. Shippy.

- Motion Carried – Unanimously

Copy of the previously approved Administrative Committee Meeting minutes from the May 11, 2020 were presented.

**Public Comment** - None

**Legal Report**

Mr. Castle informed the Admin Committee that he would have the proposed updates to the Trust Agreement and Outstanding Check Policy for the Committee's review at its next meeting.

**Administrative Report/Administrative Committee Report**

### A. Appeals

- a. 2830571244
- b. 2810115928

**B. Other**

**a. 2775649783**

**Motion** – To enter into closed session at 9:31 am to address appeals, administrative appeals containing confidential personal health information under HIPAA: By D. Bojalad, seconded by T. Shippy.

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

The Committee exited closed session at 9:57 am.

**Motion** – for participant 2830571244 to recommend that Board approves Appeal for spouse to be enrolled in 2020 HRA benefit: By B. Roehl, seconded by D. Bojalad.

**Motion** – for participant 2810115928 to recommend to the full Board that a letter be sent to member requesting more details as to why they are asking for this exception to be made: By T. Shippy, seconded by D. Bojalad

**Motion** – for participant 2775649783 to recommend to the full Board that a letter be sent to both member and ex-spouse requesting repayment of the amounts paid to the trust. In addition, it is recommended that benefits be suspended for member until resolution of this matter: By B. Roehl, seconded by T. Shippy

**C. HRA Outstanding Check Register for 2019 – 03/31/2020**

Ms. Gjorgjevski presented an HRA Outstanding check register spanning from January 1, 2019 to March 31, 2020 to the Committee. BeneSys informed the Committee that HRA Reimbursement checks issued are void after 90 days. Ms. Crosby was asked to reach out to prior TPA again to get details of what they have outstanding, how they are managing it and where unclaimed money is going.

**Business Agent Report**

Chairperson Opolski updated the Committee that Dean Carlson is no longer with BeneSys.

Mr. Opolski informed the Committee that Stacie Hillier from Priority Health has been promoted. Her temporary replacement will be Ron Crofoot.

Mr. Opolski stated that meeting in person will not take place until after June 30, 2020 due to the need to find a location that will maintain social distancing requirements.

**New Business/Open Forum**

**A. Draft – 2019 Actuary Data**

Ms. Gjorgjevski presented the draft 2019 Actuary Data to the Committee to review.

**B. 2021 Open Enrollment/HRA Document Edits/Updates**

- Discussion of forms and suggestions of possible updates or changes. Continued discussion expected.

## Unfinished Business

### **A. Weiler Settlement Surplus Funds**

Mr. Castle stated that there has been no new information on this matter.

## Correspondence

### **A. Fiduciary Waiver of Recourse Fee Waived**

Mr. Castle informed the Committee that the Individual Waiver of Recourse Premium fee for this year has been waived.

### **B. Message from Stacie Hillier**

Included for informational purposes.

### **C. Refund from Segal**

Process for refund to the Custodial Account should be completed by the next full Board Meeting.

## Trustee Comment/Open Forum

## Adjournment

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

Motion Carried – Unanimously

Meeting adjourned at 10:37 am.