

# CITY OF DETROIT POLICE AND FIRE RETIREE HEALTHCARE TRUST



## Admin Committee Meeting Minutes

Monday, September 13, 2021

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

<u>Trustees:</u>	<u>Attending:</u>	<u>Role:</u>
Chet Opolski	In-Person	Chairman
Richard Kosmack	In-Person	Trustee
Dan Bojalad	In-Person	Trustee
Brian Roehl	In-Person	Trustee
Tracy Shippy	In-Person	Trustee

**Others present:** Louis Sinagra, Spouse of Member (via phone)

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

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

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

**Motion** – To accept the agenda dated September 13, 2021: By D. Bojalad, seconded by T. Shippy.

- Motion Carried – Unanimously

Copy of the previously approved Administrative Committee Meeting minutes and Closed Meeting minutes from August 9, 2021 were presented.

### **Public Comment – None**

### **Financial Consultants – None**

### **Legal Report**

Mr. Castle reviewed the COPS Trust contract extension for Dental and Vision Benefits. Chairman Opolski signed the document.

Mr. Castle updated the Board that he has reached out to Fifth Third on several occasions to obtain a Fee Schedule so the Direct Deposit for HRA Reimbursements can be finalized. He is not getting a response. BeneSys is going to attempt to assist him with this.

## Administrative Report/Administrative Committee Report

### **A. Appeal**

#### **a. 2794683126**

This matter is being handled in Closed Session at the end of meeting.

### **Business Agent Report**

Chairman Opolski informed the Admin Committee that he has been sending Newsletters regarding Open Enrollment and the Priority Health Benefit Enhancements. It was discussed with BeneSys that twice a year an update can be done on the email addresses on file for members to make sure the Newsletters are reaching as many retirees as possible.

Chairman Opolski stated that office business continues at the same level, and he continues to work with BeneSys to handle members issues.

Chairman Opolski brought up that Andy Dillon has stated that he will not be looking for reappointment to the Board at the end of his term which is December 2021. Mr. Opolski discussed this with Don Taylor the President of the RDPFFA so that a replacement Trustee search can begin. Mr. Castle will write a formal letter to the RDPFFA informing them as well.

### **New Business**

#### **A. Enrollment Verification Letter**

Ms. Crosby presented the Enrollment Verification Letter that previously has been mailed about two weeks prior to the Open Enrollment Packets so that retirees and their spouses know what their current enrollment is and can decide if they want to make changes the next benefit year. The Admin Committee reviewed and decided they would like this to be part of the Open Enrollment process going forward.

**Motion** – To make the enrollment verification letter a part of the Open Enrollment process with a separate mailing prior to the Open Enrollment Packets: By D. Bojalad, seconded by B. Roehl.

- Motion Carried – Unanimously

#### **B. Priority Health 2020 Performance Guarantee Summary**

Ms. Crosby presented the final 2020 Performance Guarantee Summary from Priority Health to the Admin Committee for review.

### **Unfinished Business**

#### **A. Response from Legal re: Member 2800843539**

Mr. Castle's response to the Legal Correspondence regarding Member 2800843539 was shared with the Admin Committee for their knowledge.

## Correspondence

- A. Member 2800843539 Legal Correspondence
- B. Updated Plan – Transparency and No Surprises Act – August 20, 2021
- C. BeneSys – Transparency and NSA Update – August 23, 2021
- D. BeneSys – DOL Guidance to Maintain Accurate Census
- E. BeneSys – Due Diligence to Locate Missing Participants Policy
- F. BeneSys – Procedure to Maintain Accurate Census

## Trustee Comment/Open Forum - None

Mr. Sinagra left the meeting at 10:08 am as the Board was entering closed session.

**Motion** – To enter into closed session at 10:08 am to address administrative related matter containing confidential personal health information under HIPAA: *By D. Bojalad, seconded by B. Roehl.*

Roll call vote: Opolski – yes

Kosmack – yes

Bojalad – yes

Roehl – yes

Shippy - Yes

The Board exited closed session at 10:12 am.

**Motion** – for participant 2794683126 to recommend to the Board to Approve Appeal for retiree to file 2020 HRA Claim beyond filing limit: *By B. Roehl, seconded by R. Kosmack.*

Motion Carried – Unanimously

## Adjournment

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

Motion Carried – Unanimously

Meeting adjourned at 10:14 a.m.