

CITY OF DETROIT POLICE AND FIRE RETIREE HEALTHCARE TRUST



Board Meeting Minutes

Monday, May 18, 2020

9:30 am at Office of BeneSys, Inc., Troy, MI via Conference Call in Compliance with Executive Order 2020-48

Trustees:	Chet Opolski (via phone)	Chairman
	Dan Bojalad (via phone)	Trustee
	Tracy Shippy (via phone)	Trustee
	Richard Kosmack (via phone)	Trustee
	Brian Roehl (via phone)	Trustee

Others present: Burton Carlson, Graystone Consulting (via phone)
Erik Burger, Graystone Consulting (via phone)

Legal Representation: Aaron Castle (via phone)

BeneSys Representation: Dean Carlson, Violet Gjorgjevski, Jennifer Crosby (via phone)

The meeting was held via conference call at the offices of BeneSys, Inc., 700 Tower Drive, Suite 300, Troy, MI 48098

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

Motion – To accept the agenda for May 18, 2020: *By T. Shippy, seconded by D. Bojalad.*

- Motion Carried – Unanimously

Regular Minutes

Motion – To approve the Regular Meeting minutes from April 27, 2020 and Regular Closed Session meeting minutes from April 27, 2020: *By D. Bojalad, seconded by B. Roehl.*

- Motion Carried – Unanimously

Motion – To approve the Admin Committee minutes from May 11, 2020 and Closed Session Admin Committee minutes from May 11, 2020: *By D. Bojalad, seconded by B. Roehl.*

- Motion Carried – Unanimously

Graystone Financial – Burton Carlson & Erik Burger (via phone)

B. Carlson gave update on B Notes. B Notes have seen a decrease in the last few weeks and are currently at \$81. He noted that trading has been quiet with a few small trades.

Mr. Carlson advised the Board that the Cash Flow has enough liquidity.

Motion – \$1.6M in cash in Morgan Stanley Account ETF Portfolio and suspend Dollar Cost Average program indefinitely: ***By B. Roehl, seconded by D. Bojalad.***

- Motion Carried – Unanimously

E. Burger gave update on Performance. He commented that every bond in portfolio is now investment grade.

Financial Reports

BeneSys provided the April 2020 Fifth Third Statement for review.

BeneSys provided the March 2020 Financial Statements. Trustee Roehl pointed out that the expenditures in Financial Statements and the Cashflow report do not balance. Ms. Gjorgjevski will investigate this matter further for next meeting.

Motion – to review and accept the Fifth Third and BeneSys Financial Statements as well as pay the Bills for Approval including Comcast: ***By B. Roehl, seconded by T. Shippy.***

- Motion Carried – Unanimously

Administrative Reports

Mr. Dean Carlson reviewed the Financial Statements provided above in more detail for the Board.

Legal Report -

Mr. Castle informed the Board that he is establishing an Outstanding Check Policy. He recommended to the Board that it adopt a formal policy and is working with BeneSys to create one. BeneSys is to compile information regarding how many checks are outstanding since it became TPA and report to the board next meeting. Chairperson Opolski gave direction from board to set this process in motion. Mr. Castle will provide a draft by the end of June 2020.

Mr. Castle also updated the board that the Executive Order 2020-48 has been extended until the end of June 2020.

Mr. Castle additionally recommended updating the Trust Agreement regarding Trustees Terms of Office and will present that to the Admin Committee.

Correspondence - None

Business Agent Report

Chairman Opolski discussed the BeneSys HRA Audit that was informally conducted as a result of the change in Dental/Vision rates for members. This audit caused a 1-week delay in recurring HRA payments. He asked that in the future we inform him of something like this and post it to our Website. BeneSys does not anticipate any other such delays but agreed to the request for communication.

Mr. Opolski stated that the Percentage of HRA Usage reports provided by BeneSys feel more accurate than what was being provided by prior TPA. This reporting will become part of future meetings.

Mr. Opolski discussed the calls he is receiving, and actions being taken to resolve each as they occur. Priority Health is continuing the no co-pay benefit through the end of 2020. There may also be a credit for the group at the end of 2020.

New Business - None

Unfinished Business

A. 2019 Audit – Financial Statement

Mrs. Gjorgjevski provided the final 2019 audit.

B. 2019 Audit – End of Audit Letter

Mrs. Gjorgjevski provided the End of Audit Letter for the 2019 Audit.

Motion – to finalize the 2019 Audit Results and submit them to the city by D. Bojalad, seconded by T. Shippy.

- Motion Carried - Unanimously

C. 2019 Actuary Update

Mrs. Gjorgjevski informed the Board that BeneSys has provided everything requested. We are now waiting to hear from GRS. GRS is stating that working from home has slowed their process, but they are close to results.

D. Weiler Settlement Surplus Funds

There is nothing new to report on at this time.

Trustee Comment/Open Forum –

Chairman Opolski provided a Thank You Note he received from a member to the Board to show that the work of the Board is recognized and appreciated.

Adjournment

Motion – to adjourn by R. Kosmack, seconded by D. Bojalad.

- Motion Carried - Unanimously

Meeting adjourned at 11:00 am.