

CITY OF DETROIT POLICE AND FIRE RETIREE HEALTHCARE TRUST



Admin Committee Meeting Minutes

Monday, November 8, 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, 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 9:33 am.

Motion – To accept the agenda dated November 8, 2021: By D. Bojalad, seconded by B. Roehl.

- Motion Carried – Unanimously

Copy of the previously approved Administrative Committee Meeting minutes from October 4, 2021 were presented.

Public Comment – None

Financial Consultants – None

Legal Report

A. Benefits Consultant

Mr. Castle informed the Admin Committee that supplemental information has been provided by AON in response to the Board's request for estimates for ad hoc benefits consulting services. He has not gotten additional clarification from Manquen Vance.

B. Professional Due Diligence

Mr. Castle discussed with the Admin Committee the Board's Professional Advisor and Service Provider Review Policy. A roster of incumbent professional advisors and a historic review schedule for the Admin Committees reference. Pursuant to this policy the Board resolved to conduct a due diligence review of its professional advisors and service providers on a 5-year rotating schedule. Mr. Castle recommended that the Board engage in discussion regarding its due diligence requirements and schedule for the 2022 calendar year and beyond. The Admin Committee discussed this in detail and the matter will be discussed further the next Board Meeting.

C. Trustee Stipends

Mr. Castle updated the Admin Committee that the Trustee Stipends for the 2022 Calendar year are set at \$175 per meeting/\$350 per month for Association members serving on the Board, and \$700 per month for independent/professional Board members. A copy of the Waiver Form has been emailed to all pertinent Board members. Discussion took place regarding situations where Trustees attend additional meetings, events or provide service outside the 2 times allowed for reimbursement by the RDPFFA. Mr. Castle will draft a letter Don Taylor to address this concern. The draft will be presented at the next Board Meeting for approval.

Mr. Castle provided an update regarding the Open Meetings Act and Bill 5427. The Committee hearing took place on November 3, 2021. Michael VanOverbeke testified as did Don Taylor. No vote was taken. There will be no definitive action on the bill before the end of the year. As a result, Trustee will need to attend meetings in person to participate in votes. Professional service providers and other third parties may still attend virtually at the Board's discretion.

Administrative Report/Administrative Committee Report

A. Appeals

- a. 2676673906**
- b. 2711284699**

These matters will be discussed during Closed Session.

Business Agent Report

Chairman Opolski informed the Admin Committee that the first Open Enrollment Meeting held on October 28, 2021 was very successful. There were approximately 150 members in attendance and 50 who attended the presentation given by Priority Health. A video of the presentation was recorded and is available on the RDPFFA site. Priority Health is going to provide some additional information on Hearing Aides at the next Open Enrollment meeting as there were a lot of questions that required clarification.

New Business

A. 2022 Administrative Committee Meeting Notice Draft

Ms. Crosby presented the 2022 Meeting Notice for the Admin Committee to review. The Trustees requested that the date for the Admin Committee Meeting in November be changed from November 14, 2022 to November 7, 2022.

B. 2022 Board Meeting Notice Draft

Ms. Crosby presented the 2022 Board Meeting Notice for the Admin Committee to review. The Trustees requested that the December Board Meeting be changed from December 26, 2022 to December 19, 2022.

Unfinished Business - None

Correspondence - None

Trustee Comment/Open Forum

Trustee Roehl brought up an investment opportunity that he has Mr. Carlson with Graystone reviewing. Mr. Castle will also review as well as the Investment Committee. Chairman Opolski mentioned that with Trustee Dillon resigning as of December 31, 2021 the Board will be looking for a Trustee to join the Investment Committee.

Chairman Opolski informed the Admin Committee that he has signed the needed documents for Hamlin Capital.

Mr. Sinagra left the meeting at 10:35 am as the Board was entering closed session.

Motion – To enter into closed session at 10:35 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

The Board exited closed session at 10:39 am.

Motion – for participant 2676673906 to recommend to the Board to Approve Appeal for retiree to submit claims for 2020 HRA: By B. Roehl, seconded by T. Shippy.

Motion Carried – Unanimously

Motion – for participant 2711284699 to recommend to the Board to Approve Appeal for retiree and spouse to submit claims for 2020 HRA: R. Kosmack, seconded by D. Bojalad.

Motion Carried – Unanimously

Adjournment

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

Motion Carried – Unanimously

Meeting adjourned at 10:40 a.m.