

**CITY OF DETROIT POLICE AND FIRE RETIREE HEALTHCARE TRUST**



**AdminCommittee Meeting Minutes**

**Monday, March 9, 2020**

**9:30 am at BeneSys, Inc. Office, Troy, MI**

**Conference Call In: 1-866-730-7512 Access Code 700275 Host 484296**

<b>Trustees:</b>	<b>Chet Opolski</b>	<b>Chairman</b>
	<b>John Barr</b>	<b>Trustee</b>
	<b>Daniel Bojalad</b>	<b>Trustee</b>
	<b>Brian Roehl (Via Phone)</b>	<b>Trustee</b>
	<b>Tracy Shippy</b>	<b>Trustee</b>

**Legal Representation: Aaron Castle**

**BeneSys Representation: Dean Carlson, Violet Gjorgjevski, Jennifer Crosby**

**Others present: GRS - Ken Alberts & Jim Pranschke**

**Aon - Eric Atwater, Erin Sabo, Mike Morfe, Nauman Shaikh,**

**Segal - Kim Wixon, Dan Levin, Ted Makowiec, Mary Jerome**

The meeting was held at the offices of the BeneSys, Inc. in Troy, Michigan

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

**Motion** – To accept the agenda dated March 9, 2020: By D. Bojalad, seconded by J. Barr.

- Motion Carried – Unanimously

Copy of the previously approved Admin Committee Meeting minutes and Closed session meeting minutes from the December 9, 2019, January 13, 2020 and February 10, 2020 were presented.

**Public Comment-** Actuarial and/or Benefit Consulting Service Presentations

The Admin. Committee heard presentations from GRS, Aon and Segal. Upon completion of the presentations each firm was asked to submit their Best and Final Offer to the Board prior to the full Board Meeting on March 23, 2020.

**Motion** – to recommend to the full Board that Segal be selected for both Actuarial and Benefit Consulting pending receipt and review of final bids. By J, Barr, seconded by D. Bojalad.

Motion Carried – Unanimously

## **Legal Report - None**

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

### **A. Other**

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

Motion Carried – Unanimously

- Roll call vote: Barr – yes  
Bojalad – yes  
Opolski – yes  
Roehl (via phone) – yes  
Shippy – yes

The Committee exited closed session at 9:49 am.

### **A. Other**

**Motion** – To recommend that HRA benefits for Divorced Spouse of Member 2775649783 be suspended by the full Board until further research can be done to determine if she qualifies for these benefits. By T. Shippy, seconded by D. Bojalad.

Motion Carried – Unanimously

## **Business Agent Report**

Chairperson Opolski stressed the importance of BeneSys staying on top of the timeline for audit. He would like open and frequent communication with Spencer from Plante Moran to keep things moving in timely fashion. Mr. Opolski thanked BeneSys and Priority Health teams who attended the Members Meeting that was held on March 5, 2020. He made mention that the meeting was as intense as an Open Enrollment Event with many members asking for assistance and clarification. He made mention that BeneSys ran out of HRA Forms. Jennifer Crosby from BeneSys made a list of members at the Meeting who still needed forms and they have been mailed or emailed as requested. Mr. Opolski also stated that there was incorrect benefit categories and links on the Priority Health Micro Site under Drug Formularies and Tiers. Stacie Hillier with Priority Health is getting that corrected right away. It was verified that the links on the BeneSys site for Members is correct.

A copy of the Plante Moran Professional Services Agreement that has been signed by Chairperson Opolski was presented to the Board.

## **New Business/Open Forum**

### **A. Priority Health Outreach Letter**

Priority Health presented an Outreach letter to the Board to get approval to mail it to active Members receiving benefits. The committee would like clarification regarding the \$25 gift cards being offered.

**Motion** – to recommend that the full Board approve the Outreach Letter once clarification of the gift cards is received. By T. Shippy, seconded by J. Barr.

Motion Carried – Unanimously

## **Unfinished Business**

### **A. COPS Trust Proposal for Vision & Dental Plan Coverage**

The proposal was reviewed and discussed in detail by the Admin. Committee.

**Motion** – to recommend the full Board accept the proposal effective May 1, 2020. By J. Barr, seconded by D. Bojalad.

Motion Carried – Unanimously

### **B. Weiler Settlement Surplus Funds**

Attorney Castle stated he would have a letter drafted and ready to submit at the Board Meeting.

**Correspondence** - None

### **Trustee Comment/Open Forum**

Trustee T. Shippy updated the Admin. Committee that the Fiduciary Liability agreement was signed off on, but no quotes released.

The Admin. Committee had a detailed and extensive discussion of the presentations done by GRS, Aon and Segal.

Trustee D. Bojalad requested an update on the B Bonds. Per Nat the market has changed, and the Investment Committee will need to review. Due to market conditions the proceeds from the sale of the B Bonds will go into cash account until Graystone and the Board determine where to invest.

### **Adjournment**

**Motion** – To adjourn Administrative Committee Meeting: By T. Shippy, seconded by J. Barr.

Motion Carried – Unanimously

Meeting adjourned at 2:17 pm.