Agenda
Police Pension Board Regular Meeting
Tuesday, July 15, 2025 ~ 8:15 AM
Richland City Hall ~ Parkway Conference Room
625 Swift Boulevard

Police Pension Board Regular Meeting No. 792

Call to Order

Attendance

Presentations

1. Welcome and Introduction of Newly Elected Board Member: William Tanner

Public Comments

Minutes: (Approve by Motion)

2. Approval of the June 17, 2025 Police Pension Board Regular Meeting Minutes
   - Jennifer Rogers, Police Pension Board Secretary

Financial Reports and Investments: (Approve to Accept and File by Motion)

3. June 2025 Preliminary Financial Statements
   - Brandon Allen, Finance Director

Medical/Dental/Vision/Medicare/Other Claims: (Approve by Motion)

4. July 2025 Medical/Dental/Vision/Other Claims
   - Jennifer Rogers, Police Pension Board Secretary

Business Items

5. Proposed Amendments to the Police Pension Board Policies – Hearing Aid Benefit
   - Jennifer Rogers, Police Pension Board Secretary

Board Member Comments

Adjournment: (Motion to Adjourn)

Richland City Hall is ADA accessible. Any individual who has difficulty attending the meeting in-person may request to provide comments remotely. (Ch. 42.30 RCW) Requests for sign interpreters, audio equipment, and/or other special services must be received 48 hours prior to the meeting by calling the City Clerk's Office at 509-942-7389.

Minutes
Police Pension Board Regular Meeting
Tuesday, June 17, 2025 - 8:15 AM
Richland City Hall ~ 625 Swift Boulevard
Parkway Conference Room

Police Pension Board Regular Meeting No. 791

Mayor Richardson called the meeting to order at 8:15 a.m.

Attendance:	Mayor Richardson	Present
	Finance Director Allen	Present
	Police Representative Carper	Present
	Police Representative Moore	Present
	Police Representative Thomas	Present
	Police Pension Board Secretary Rogers	Present

Presentations

1. 2025 Police Pension Board Election Results

Secretary Rogers announced that William “Bill” Tanner was elected as the new Board member, receiving all seventeen (17) votes cast during the election period. She stated that Mr. Tanner will be notified and will officially join the Board at the July meeting. His term will be effective July 1, 2025 through June 30, 2028.

Public Comments

None.

Minutes

1. Approval of the May 20, 2025 Police Pension Board Regular Meeting Minutes

MR. MOORE MOVED AND MR. CARPER SECONDED THE MOTION TO APPROVE THE MAY 20, 2025 MEETING MINUTES AS PRESENTED. MOTION CARRIED 6-0.

Financial Reports and Investments

2. May 2025 Preliminary Financial Statements

Finance Director Allen provided an overview of the May 2025 Preliminary Financial Statements, noting that overall expenses remained within expectations. In response to a question from Mr. Carper, Secretary Rogers explained that although a Board member did not attend the WSLEA Conference, charges for registration and lodging were incurred

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due to cancellation deadlines. No mileage reimbursement was issued as the check was not cashed.

MR. MOORE MOVED AND MR. CARPER SECONDED THE MOTION TO RECEIVE AND PLACE ON FILE THE MAY 2025 PRELIMINARY FINANCIAL STATEMENTS AS PRESENTED. MOTION CARRIED 6-0.

3. April 2025 Medical/Dental/Vision/Medicare/Other Claims

Secretary Rogers reported that four (4) pensioners submitted nine (9) claims during the past month. All claims were routine and providers were in-network. She noted a reimbursement claim was submitted on behalf of the pensioner residing in a memory care facility, while the pensioner residing in an assisted living facility remains two (2) months behind in submitting reimbursement claim forms.

Secretary Rogers explained that although the assisted living facility can send billing information directly to her, the pensioner is still responsible for completing and signing the reimbursement claim form. Secretary Rogers clarified that the reimbursement process still requires pensioner participation due to variable service costs.

Finance Director Allen noted that the amount listed for claims approval had been transposed and provided the corrected amount for approval.

MR. MOORE MOVED AND MR. CARPER SECONDED THE MOTION TO APPROVE THE MAY 2025 MEDICAL/DENTAL/VISION/OTHER CLAIMS AS CORRECTED IN THE AMOUNT OF $13,185.09. MOTION CARRIED 6-0.

Business Items

4. Police Pension Board Election (Discussion Only)

Secretary Rogers presented a draft of proposed revisions to the hearing aid policy for the Board's review. The proposed revisions were based on benefit details from Cigna's current health plan to ensure alignment with existing policy coverage. The Board discussed the proposed revisions, provided feedback and requested that Secretary Rogers update the draft for review at the next meeting.

Board Member Comments

The Board thanked Gerry Thomas for his years of service to the Police Pension Board.

Adjournment

Mayor Richardson adjourned the meeting at 8:40 a.m.

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APPROVED: ATTEST:

_____ _____

Mayor Theresa Richardson, Chair Jennifer Rogers, Police Pension Board Secretary

DATE APPROVED:

DATE PUBLISHED:

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CITY OF RICHLAND
POLICE PENSION FUND
2025 REVENUE AND EXPENSE

Police Pension

Year of 2025	January	February	March	April	May	Preliminary June	July	August	September	October	November	December	Year to Date	Budget	YTD%
Beginning Balance	$ 372,075.86	$ 372,113.32	$ 373,127.92	$ 372,687.97	$ 372,268.29	$ 371,828.95									
REVENUE															
Investment Interest	1,558.70	1,455.88	1,493.08	1,638.64	1,094.49	1,091.17							8,331.96	12,000.00	69.4%
Other Interest Earnings													-	-	0.0%
Medical Reimburse													-	-	0.0%
Net Change in Fair Market Value													-	-	0.0%
Contribution- General Fund	31,000.00	42,000.00	28,000.00	34,000.00	28,000.00	28,000.00							191,000.00	451,700.00	42.3%
TOTAL REVENUE:	32,558.70	43,455.88	29,493.08	35,638.64	29,094.49	29,091.17	-	-	-	-	-	-	199,331.96	463,700.00	43.0%
EXPENSE															
Medical Insurance - <65	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Medical Insurance - >65	4,007.76	4,007.76	4,007.76	4,007.76	4,007.76	4,007.76							24,046.56	50,100.00	48.0%
Dental Insurance - Retired	698.64	698.64	698.64	698.64	698.64	698.64							4,191.84	8,700.00	48.2%
Dental Expense Pension	124.00	129.00	-	414.00	-	1,504.00							2,171.00	6,600.00	32.9%
Medical Expense Pension	10,628.41	21,057.75	8,254.00	14,501.97	8,787.65	7,116.69							70,346.47	160,000.00	44.0%
Medicare Premiums	4,716.00	4,201.70	4,626.20	4,564.40	4,564.40	4,564.40							27,237.10	58,400.00	46.6%
Retirement Allowance	12,346.43	12,346.43	12,346.43	11,276.55	11,276.55	11,276.55							70,868.94	155,000.00	45.7%
Widow's Benefits	-	-	-	-	-	-							-	19,500.00	0.0%
Supplies													-	100.00	0.0%
Postage													-	150.00	0.0%
Travel					198.83								198.83	2,400.00	8.3%
Training & Conference				595.00									595.00	1,500.00	39.7%
Other Expenses													-	1,250.00	0.0%
Total Expense	32,521.24	42,441.28	29,933.03	36,058.32	29,533.83	29,168.04	-	-	-	-	-	-	199,655.74	463,700.00	43.1%
Revenues Over (Under) Expense:	37.46	1,014.60	(439.95)	(419.68)	(439.34)	(76.87)	-	-	-	-	-	-	(323.78)	-	
Ending Balance	$ 372,113.32	$ 373,127.92	$ 372,687.97	$ 372,268.29	$ 371,828.95	$ 371,752.08	$ -	$ -	$ -	$ -	$ -	$ -	$ (323.78)	$ -	
ENDING BALANCE CONSISTING OF:															
Cash	156,458.07	157,472.67	157,032.72	156,613.04	156,173.70	156,096.83									
Investments	325,402.26	325,402.26	325,402.26	325,402.26	325,402.26	325,402.26									
Gain(Loss) on Investments	(109,747.01)	(109,747.01)	(109,747.01)	(109,747.01)	(109,747.01)	(109,747.01)									
Net Current Assets & Liabilities	-	-	-	-	-	-									
Ending Fund Balance	$ 372,113.32	$ 373,127.92	$ 372,687.97	$ 372,268.29	$ 371,828.95	$ 371,752.08	$ -	$ -	$ -	$ -	$ -	$ -			
Minimum Balance	$ 371,426.00	$ 371,426.00	$ 371,426.00	$ 371,426.00	$ 371,426.00	$ 371,426.00	$ 371,426.00	$ 371,426.00	$ 371,426.00	$ 371,426.00	$ 371,426.00	$ 371,426.00			

Please note: Any months marked as "Preliminary" are in draft form and are not for decision-making purposes. Preliminary months are subject to change per the completion of the City's monthly and annual closing processes.

JULY 2025 POLICE PENSION BOARD CLAIM LOG

				MEDICARE	MEDICAL/RX/ADULT CARE	PHYSICAL EXAMS	DENTAL		VISION (non-medical)				HEARING AID	MASSAGE	ACUPUNCTURE	DEATH BENEFIT	TRAVEL/ TUITION	OPERATING EXP	GRAND TOTAL
P NO.	DATE OF SERVICE	CLAIMANT	SERVICE RENDERED	BOARD PAYMENT	BOARD PAYMENT	$400 YR MAX: BOARD PAYMENT	$4,000 YR MAX DENTAL: BOARD PAYMENT	$1,500 YR MAX BRIDGES/ DENTURES: BOARD PAYMENT	$150 YR MAX FRAMES: BOARD PAYMENT	$200 YR MAX CONTACTS: BOARD PAYMENT	LENS: BOARD PAYMENT	ONE EYE EXAM PER YEAR: BOARD PAYMENT	$1,800 PER HEARING AID EVERY 5 YEARS: BOARD PAYMENT	$50 MAX PER MONTH: BOARD PAYMENT	12 Visit Yr Max ACUPUNCTURE	$1,000 ONE-TIME PAYMENT: BOARD PAYMENT	BOARD PAYMENT	$450 Budgeted Operating Expenses BOARD PAYMENT	GRAND TOTAL
P2	8/1/25	Reimburse	Medicare	$174.70															$174.70
P3	8/1/25	Reimburse	Medicare	$185.00															$185.00
P3	06/01/2025-0630/2025	Memoray Care Facility			$7,428.00														$7,428.00
P4	8/1/25	Reimburse	Medicare	$185.00															$185.00
P7	8/1/25	Reimburse	Medicare	$184.00															$184.00
P9	8/1/25	Reimburse	Medicare	$185.00															$185.00
P10	8/1/25	Reimburse	Medicare	$185.00															$185.00
P10	5/8/25	Reimburse	Medical		$25.16														$25.16
P10	6/10/25	Reimburse	RX		$73.35														$73.35
P10	6/10/25	Reimburse	RX		$8.99														$8.99
P10	6/10/25	Reimburse	RX		$28.47														$28.47
P10	6/10/25	Reimburse	RX		$127.45														$127.45
P10	6/26/25	Reimburse	RX		$160.95														$160.95
P10	6/26/25	Reimburse	RX		$5.50														$5.50
P11	8/1/25	Reimburse	Medicare	$185.00															$185.00
P12	8/1/25	Reimburse	Medicare	$185.00															$185.00
P14	8/1/25	Reimburse	Medicare	$174.70															$174.70
P15	8/1/25	Reimburse	Medicare	$185.00															$185.00
P17	8/1/25	Reimburse	Medicare	$185.00															$185.00
P19	8/1/25	Reimburse	Medicare	$185.00															$185.00
P20	8/1/25	Reimburse	Medicare	$185.00															$185.00
P21	8/1/25	Reimburse	Medicare	$185.00															$185.00
P22	8/1/25	Reimburse	Medicare	$183.00															$183.00
P23	8/1/25	Reimburse	Medicare	$185.00															$185.00
P24	8/1/25	Reimburse	Medicare	$259.00															$259.00
P28	8/1/25	Reimburse	Medicare	$185.00															$185.00
P30	8/1/25	Reimburse	Medicare	$185.00															$185.00
P31	8/1/25	Reimburse	Medicare	$185.00															$185.00
P32	8/1/25	Reimburse	Medicare	$185.00															$185.00
P34	8/1/25	Reimburse	Medicare	$259.00															$259.00
P35	8/1/25	Reimburse	Medicare	$185.00															$185.00
P35	5/6/25	Reimburse	Vision									$75.00							$75.00
P36	8/1/25	Reimburse	Medicare	$185.00															$185.00
PSEC																			$0.00
PEXP																			$0.00
			GRAND TOTAL	**$4,564.40**	**$7,857.87**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$75.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$12,497.27**

The above-listed claims were approved by the LEOFF I Police Pension Board at its regular meeting held on July 15, 2025.

We, the LEOFF I Police Pension Board Chairperson and Board Secretary, each swear under the penalty of perjury under the laws of the State of Washington that the above-listed claims are a true and correct listing of claims approved by the LEOFF I Police Pension Board on the date identified above.

LEOFF I Police Pension Board Chair: _____ Date: _____

LEOFF I Police Pension Board Secretary: _____ Date: _____

letter from the dentist or doctor describing the reason for orthodontic work for a physical disorder, including a treatment plan, must be submitted to the Board for pre-authorization.

Orthodontic work that is considered a cosmetic disorder that may be alleged to cause incidental emotional discomfort, is not covered by the Board.

ERECTILE DYSFUNCTION MEDICATION

The Board authorizes payment of erectile dysfunction medication, with no restrictions on medicine dosage, if prescribed by a physician.

HEARING AIDS

~~The Board authorizes a maximum benefit of $2,500 per hearing aid, for the initial hearing aid(s) prescribed by a state licensed audiologist. Any amounts paid through the City of Richland health plan are included when calculating the maximum benefit.~~

The City of Richland provides a hearing aid benefit through its health plan and contracted provider. Pensioners are encouraged to utilize the benefits available through the contracted provider. If services or devices are obtained from a non-contracted provider, the Board requires that both the services and hearing aids be obtained from a state-licensed audiologist.

The following hearing aid benefits are available through the City of Richland 's health plan:

- $5,000 maximum benefit every 36 months
- Maximum of 2 devices within a 36-month period
- Includes testing and fitting of hearing aid devices.

The Board may approve hearing aid repairs on a case-by-case basis, contingent upon the provider submitting a documentation that explains the necessity of the repair.

~~1. A request for hearing aid replacements, once every three years, based upon information provided by a state licensed audiologist.~~

~~2. A request for hearing aid repairs. A state certified audiologist must provide the reason the hearing aid needs repair.~~

Replacement batteries and other associated costs will be covered at the pensioner's. expense.

MASSAGE THERAPY

The Board authorizes:

1. $25 per visit, maximum of two (2) visits per month

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