

Minutes
Police Pension Board Regular Meeting
Tuesday, October 21, 2025
Richland City Hall ~ Parkway Conference Room
625 Swift Boulevard

Police Pension Board Regular Meeting No. 796

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 Tanner	Present
	Police Pension Board Secretary Rogers	Present

Presentations

1. LEOFF Salary Escalations and COLA Adjustments

Finance Director Allen presented the adjustments related to the collective bargaining agreement (CBA) approved by City Council on August 19, 2025.

Four (4) individuals were affected; two (2) of whom receive payments from the City and two (2) whose payments are made directly by the State. Retroactive adjustments have been processed accordingly. Finance Director Allen added that the updates bring the City current with the contracts, and no further adjustments are expected in the near term.

Finance Director Allen explained that this employee group was not historically part of a bargaining unit, but is now represented under the Command Association. As a result, the City must follow the provisions of that CBA.

When asked for clarification regarding Board payments, Finance Director Allen explained that salaries are based on the terms outlined in the CBA. For surviving spouses, the benefit amount is generally calculated at 33% of the member’s salary, though eligibility and percentage depend on several factors such as years of service, retirement date, and marital status at the time of retirement.

Finance Director Allen noted that under RCW 41.20, the State contributes a portion of the benefit. If the State’s contribution exceeds the amount the City would owe, the State covers the entire payment, resulting in no financial obligation from the City. If the City’s calculated amount is higher, the City pays the difference. In the current report, the top two (2) beneficiaries are widowed spouses whose payments are fully covered by the State.

When asked whether the Deputy Chief position was included in the salary adjustments, Finance Director Allen clarified that the position is not part of the CBA, but instead, follows the City's administrative salary structure. The Deputy Chief's compensation was previously updated earlier in the year, and will be reviewed again in January when new salary rates take effect.

Public Comments

None.

Minutes

1. Approval of the September 16, 2025 Police Pension Board Regular Meeting Minutes

MR. CARPER MOVED AND MR. TANNER SECONDED THE MOTION TO APPROVE THE SEPTEMBER 16, 2025 REGULAR MEETING MINUTES AS PRESENTED. MOTION CARRIED 6-0.

Financial Reports and Investments

2. September 2025 Preliminary Financial Statements

Finance Director Allen presented the preliminary September financials, stating that the results showed no unusual activity. He reported the year-to-date expenditures are at 62% of the annual budget. There were no questions from Board members.

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

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

Police Pension Board Secretary Rogers provided a detailed review of the thirteen (13) claims submitted by four (4) pensioners. She noted that the pensioner residing in an assisted living facility is now current with all reimbursement submissions, and expenditures should remain stable as long as reimbursement claims continue to be submitted each month. The memory care expense for the pensioner who recently passed away has been reconciled and is included in the claims log; no further claims are expected for this pensioner.

FINANCE DIRECTOR ALLEN MOVED AND MR. MOORE SECONDED THE MOTION TO APPROVE THE OCTOBER 2025 MEDICAL/DENTAL/VISION/OTHER CLAIMS AS PRESENTED. MOTION CARRIED 6-0.

Business Items

4. Pensioner Hearing Aid Reimbursement Request - \$6,250 (Tabled from September 16, 2025 Meeting)

Police Pension Board Secretary Rogers explained that this item had been tabled at the previous meeting pending additional information. She noted that this item is not ready for Board action, as the pensioner who submitted the reimbursement request asked that consideration be postponed until the next regular Police Pension Board meeting.

POLICE PENSION BOARD SECRETARY ROGERS MOVED AND MR. CARPER SECONDED THE MOTION TO POSTPONE CONSIDERATION OF THE HEARING AID REIMBURSEMENT REQUEST UNTIL THE NEXT REGULAR MEETING. MOTION CARRIED 6-0.

Board Member Comments

Board members discussed challenges faced by many pensioners in obtaining hearing aids. Cigna will transition to a new provider, Start Hearing, effective January 2026. Amplifon claims will continue to be covered through December 2025, with a three (3) year warranty on any device purchased before the transition. Cigna has mailed written notification to pensioners regarding the upcoming change.

Adjournment

Mayor Richardson adjourned the meeting at 8:31 a.m.

APPROVED:



Mayor Theresa Richardson, Chair

ATTEST:



Jennifer Rogers, Police Pension Board Secretary

DATE APPROVED: November 18, 2025

DATE PUBLISHED: November 18, 2025