

Agenda

Police Pension Board Regular Meeting

Monday, October 23, 2017 - 8:15 AM

City Hall Annex Building | City Manager's Conference Room

975 George Washington Way, Richland, WA 99352

Police Pension Board Regular Meeting No. 700

Call to Order:

Attendance:

Board Members: Mayor Thompson, Board Chair; Mayor Pro Tem Christensen; Administrative Services Director Koch; City Clerk and Police Pension Board Secretary Hopkins; Police Representatives Thomas; Moore; Couch

Presentations:

1. Cigna Benefits
 - Allison Jubb, Human Resources Director

Public Comments:

Minutes: (Approve by Motion)

1. Approve the Minutes of the Meeting Held on September 21, 2017
 - Marcia Hopkins, City Clerk

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

1. Financial Statements for September 2017
 - Brandon Allen, Finance Director

Medical and Dental Claims: (Approve by Motion)

1. Approve the October 2017 Medical/Dental/Vision/Medicare Claims
 - Marcia Hopkins, City Clerk

Business Items:: (Approve by Motion)

1. Request for Hearing Aids
 - Marcia Hopkins, City Clerk

Board Member Comments:

Adjournment: (Motion to Adjourn)

The Richland City Hall Annex Building is ADA accessible. Parking and access is available at the entrance facing George Washington Way.



POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting Date: 10/23/2017

Agenda Category: Presentations

Subject:

Cigna Benefits

Department:

Police Pension Board

Document Type:

Presentation

Recommended Motion:

Summary:

Human Resources Director Jubb will address the Board on Cigna coverage and establishing a Board Doctor.

Attachments:



POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting Date: 10/23/2017

Agenda Category: Minutes

Subject:

Approve the Minutes of the Meeting Held on September 21, 2017

Department:

Police Pension Board

Document Type:

Police Pension Board Item

Recommended Motion:

Approve the minutes of the meeting held on September 21, 2017

Summary:

None.

Attachments:

I. Draft 092117 Minutes

MINUTES

POLICE PENSION BOARD REGULAR MEETING NO. 698

Thursday September 21, 2017 | 8:15 AM

City Hall Annex Building | City Manager's Conference Room

975 George Washington Way, Richland, WA 99352

CALL TO ORDER:

Board Secretary Hopkins called the meeting to order at 8:15 a.m.

ATTENDANCE:

Board Members: Administrative Services Director Koch, City Clerk/Police Pension Board Secretary Hopkins, Police Representatives Moore and Couch. Also present was Finance Director Allen.

Absent: Mayor Thompson/Chair, Mayor Pro Tem Christensen, Police Representative Thomas

PRESENTATIONS: (Discussion Only)

There were no presentations.

PUBLIC COMMENTS:

There were no public comments.

MINUTES: (Approve by Motion)

1. Approve the Minutes of the Police Pension Board Meeting No. 697 Held August 17, 2017

Marcia Hopkins, Police Pension Board Secretary

Mr. Couch moved and Mr. Moore seconded the motion to approve the minutes of the Police Pension Board Meeting No. 697. The motion carried 4-0.

FINANCIAL REPORTS AND INVESTMENTS: (Approve to Accept and File by Motion)

1. Financial Statements for July/August 2017

Brandon Allen, Finance Director

Mr. Allen gave details on the financial reports and investments.

July 31, 2017 - Final:

Cash on Hand	\$131,630.28
Investments	325,402.26
Gains (Loss) on Investments	(85,550.07)
Net Current Assets & Liabilities	(0.00)
Ending Fund Balance	\$371,482.47

August 31, 2017 - Preliminary:

Cash on Hand	\$132,027.25
Investments	325,402.26
Gains (Loss) on Investments	(85,550.07)
Net Current Assets & Liabilities	(0.00)
Ending Fund Balance	\$371,879.44

Mr. Moore moved and Ms. Hopkins seconded the motion to accept and file the July 2017 financial report as published. The motion carried 4-0.

MEDICAL/DENTAL/VISION/MEDICARE CLAIMS: (Approve by Motion)

1. Medicare Monthly Reimbursements Update
Brandon Allen, Finance Director

Mr. Allen said he researched the practice of paying the pensioners Medicare reimbursement one month at a time, instead of reimbursing for the entire three-month amount the pensioners must pay to Medicare. He determined that a full three-month reimbursement was allowable and that procedure can begin in September.

2. Approve the Medical/Dental/Vision/Medicare Claims for September 2017 Claims
Marcia Hopkins, Police Pension Board Secretary

The Board Members discussed the medical/dental/vision/Medicare claims.

Ms. Koch pulled the Macuhealth and Cialis claims from the claim log to discuss. She explained her position on reimbursing pensioners for items that are not medically necessary and said she will not be voting in favor of those items in the future. She suggested that Board doctors be established to use when the Board needs another opinion on a pensioner's claim.

The Board discussed other items that Cigna does not cover and questioned if Cigna covers assisted living costs. Ms. Koch will ask Human Resources Director Jubb to attend the next board meeting to discuss these items.

Mr. Moore moved and Mr. Couch seconded the motion to approve the August 2017 medical/dental/vision/Medicare claims in the amount of \$21,357.26. The motion carried 4-0.

BUSINESS ITEMS: (Approve by Motion)

1. Amendment to Board Policies Section "Comparison of Pension Benefits"

At the last Police Pension Board meeting held on August 17, the Board asked for a rewrite of the Comparison of Benefits section of the Police Pension Board Policies. Since the intent of this section is to ensure that pensioners and widows are notified of any changes

to their City of Richland pension amount for any reason, the following verbiage was suggested:

COMPARISON OF BENEFITS

(Proposed new title)

NOTIFICATION OF CHANGE TO CITY OF RICHLAND PENSION AMOUNT

The City of Richland (COR) will notify pensioners/surviving spouses of any wage adjustments to their COR pension amount due to actions by the Department of Retirement Systems, Police Guild Collective Bargaining Agreements or the Compensation Plan for Unaffiliated Staff.

Mr. Moore moved and Ms. Hopkins seconded the motion to approve the new title “Notification of Change to City of Richland Pension Amount” and verbiage for that section of the Police Pension Board Policies. The motion carried 4-0.

Ms. Hopkins said she will mail the updated policies to all pensioners.

BOARD MEMBER COMMENTS:

Ms. Hopkins said the Association of Washington Cities (AWC) is offering a LEOFF 1 Disability Boards Best Practices training in Olympia on October 25, 2017, and asked if the Board would consider her attending.

Mr. Couch moved and Mr. Moore seconded the motion to approve the travel expenses of Board Secretary Hopkins to attend the AWC LEOFF 1 training. The motion carried 4-0.

ADJOURNMENT:

Mr. Hopkins adjourned the meeting at 8:55 a.m.

Respectively Submitted By,

Marcia Hopkins,
City Clerk/Police Pension Board Secretary



POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting Date: 10/23/2017

Agenda Category: Financial Reports and Investments

Subject:

Financial Statements for September 2017

Department:

Administrative Services

Document Type:

Police Pension Board Item

Recommended Motion:

Motion to Accept and File the September 2017 Preliminary Financial Statements

Summary:

These are preliminary financial statements as of September 30, 2017.

August 31, 2017 - Final:

Cash on Hand	\$132,132.48
Investments	325,402.26
Gains (Loss) on Investments	(85,550.07)
Net Current Assets & Liabilities	<u>(0.00)</u>
Ending Fund Balance	\$371,984.67

September 30, 2017 - Preliminary:

Cash on Hand	\$131,824.25
Investments	325,402.26
Gains (Loss) on Investments	(85,550.07)
Net Current Assets & Liabilities	<u>(0.00)</u>
Ending Fund Balance	\$371,676.44

Attachments:

I. Preliminary Sep 2017 Financials

**CITY OF RICHLAND
POLICE PENSION FUND
2017 REVENUE AND EXPENSE**

Year of 2017	January	February	March	April	May	June	July	August	Preliminary September	October	November	December	Year to Date	Budget	YTD%
Beginning Balance	\$ 388,436.22	\$ 388,419.32	\$ 372,113.01	\$ 372,539.27	\$ 371,637.82	\$ 371,561.03	\$ 372,305.49	\$ 371,482.47	\$ 371,984.67	\$ -	\$ -	\$ -		\$ -	0.00
REVENUE															
Investment Interest	1,162.39	1,228.53	1,087.51	997.34	988.82	1,127.20	1,041.78	966.46	875.66	-	-	-	9,475.69	12,810.00	74.0%
Other Interest Earnings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Medical Reimburse	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Net Change in Fair Market Value	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Contribution- General Fund	28,000.00	9,000.00	28,000.00	24,000.00	27,000.00	43,000.00	39,000.00	26,000.00	41,000.00	-	-	-	265,000.00	487,500.00	54.4%
TOTAL REVENUE:	29,162.39	10,228.53	29,087.51	24,997.34	27,988.82	44,127.20	40,041.78	26,966.46	41,875.66	-	-	-	274,475.69	500,310.00	54.9%
EXPENSE															
Medical Insurance - <65	1,212.24	1,010.20	1,010.20	1,010.20	808.16	808.16	808.16	808.16	808.16	-	-	-	8,283.64	12,200.00	67.9%
Medical Insurance - >65	3,850.86	3,998.97	3,998.97	3,998.97	4,147.08	4,147.08	3,998.97	3,998.97	3,998.97	-	-	-	36,138.84	49,800.00	72.6%
Dental Insurance - Retired	897.92	897.92	897.92	897.92	897.92	897.92	869.86	869.86	869.86	-	-	-	7,997.10	11,135.00	71.8%
Dental Expense Pension	387.00	-	1,862.03	-	995.50	637.00	253.20	743.00	2,208.13	-	-	-	7,085.86	14,000.00	50.6%
Nursing Home/Assist. Living	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Medical Expense Pension	1,161.29	-	3,166.70	1,174.88	2,668.11	17,349.94	15,830.60	1,409.76	15,676.95	-	-	-	58,438.23	160,000.00	36.5%
Medicare Premiums	3,021.90	2,784.50	2,927.60	3,077.86	2,801.74	2,927.60	2,953.60	3,355.60	3,355.60	-	-	-	27,206.00	37,200.00	73.1%
Retirement Allowance	10,590.13	9,775.00	7,745.69	8,268.85	8,704.35	8,540.59	8,196.83	8,218.59	8,218.59	-	-	-	78,258.62	119,100.00	65.7%
Widow's Benefits	7,039.95	7,039.95	7,039.95	7,039.95	7,039.95	7,039.95	7,039.95	7,039.95	7,039.95	-	-	-	63,359.55	84,500.00	75.0%
Administrative Fee	1,018.00	1,018.00	-	-	-	-	-	-	-	-	-	-	2,036.00	-	0.0%
Operating Supplies	-	-	-	-	-	-	16.18	-	-	-	-	-	16.18	450.00	3.6%
Postage	-	10.30	4.08	5.16	2.80	34.50	29.90	20.37	7.68	-	-	-	114.79	250.00	45.9%
Expert Services	-	-	-	-	-	-	-	-	-	-	-	-	-	8,000.00	0.0%
Shredding Services	-	-	8.11	-	-	-	-	-	-	-	-	-	8.11	50.00	0.0%
Travel	-	-	-	-	-	-	867.55	-	-	-	-	-	867.55	1,875.00	46.3%
Training & Conference	-	-	-	425.00	-	-	-	-	-	-	-	-	425.00	750.00	56.7%
Other Expenses	-	-	-	-	-	1,000.00	-	-	-	-	-	-	1,000.00	1,000.00	100.0%
Total Expense	29,179.29	26,534.84	28,661.25	25,898.79	28,065.61	43,382.74	40,864.80	26,464.26	42,183.89	-	-	-	291,235.47	500,310.00	58.2%
Revenues Over (Under)															
Expense:	(16.90)	(16,306.31)	426.26	(901.45)	(76.79)	744.46	(823.02)	502.20	(308.23)	-	-	-	(16,759.78)	-	
Ending Balance	\$ 388,419.32	\$ 372,113.01	\$ 372,539.27	\$ 371,637.82	\$ 371,561.03	\$ 372,305.49	\$ 371,482.47	\$ 371,984.67	\$ 371,676.44	\$ -	\$ -	\$ -	\$ (16,759.78)	\$ -	
ENDING BALANCE CONSISTING OF:															
Cash	\$ 148,567.13	\$ 132,260.82	\$ 132,687.08	\$ 131,785.63	\$ 131,708.84	\$ 132,453.30	\$ 131,630.28	\$ 132,132.48	131,824.25	\$ -	\$ -	\$ -			
Investments	325,402.26	325,402.26	325,402.26	325,402.26	325,402.26	325,402.26	325,402.26	325,402.26	325,402.26	-	-	-			
Gain(Loss) on Investments	(85,550.07)	(85,550.07)	(85,550.07)	(85,550.07)	(85,550.07)	(85,550.07)	(85,550.07)	(85,550.07)	(85,550.07)	-	-	-			
Net Current Assets & Liabilities	-	-	-	-	-	-	-	-	-	-	-	-			
Ending Fund Balance	\$ 388,419.32	\$ 372,113.01	\$ 372,539.27	\$ 371,637.82	\$ 371,561.03	\$ 372,305.49	\$ 371,482.47	\$ 371,984.67	\$ 371,676.44	\$ -	\$ -	\$ -			
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.



POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting Date: 10/23/2017

Agenda Category: Medical and Dental Claims

Subject:

Approve the October 2017 Medical/Dental/Vision/Medicare Claims

Department:

Police Pension Board

Document Type:

Police Pension Board Item

Recommended Motion:

Approve the October 2017 Medical/Dental/Vision/Medicare Claims

Summary:

None.

Attachments:

- I. October 2017 Claims Log

OCTOBER 2017 POLICE PENSION BOARD CLAIM LOG															
P NO.	DATE OF SERVICE	CLAIMANT	SERVICE RENDERED	MEDICARE	MEDICAL/ RX/ADULT	PHYSICAL EXAMS	DENTAL	VISION (non-medical)	HEARING AID	MESSAGE	DEATH BENEFIT	TRAVEL	GRAND TOTAL	ACQUIRING TURE	
P1	10/1/2017	REIMBURSE	MEDICARE PREMIUM	\$107.00	BOARD PAYMENT	\$400 YR MAX BOARD PAYMENT	\$1,200 YR MAX DENTAL BOARD PAYMENT	\$1,500 YR MAX BRIDGES/DENTURES BOARD PAYMENT	\$150 YR MAX FRAMES PAYMENT	\$200 YR MAX CONTACT LENS BOARD PAYMENT	EYE EXAM BOARD PAYMENT	\$1 BBO EVERY 5 YRS PER HEARING AID BOARD PAYMENT	\$50 MAX PER MONTH BOARD PAYMENT	\$1,000 ONE-TIME PAYMENT BOARD PAYMENT	12 Visit Yr Max ACQUIRING TURE
P2															
P3	10/1/2017	REIMBURSE	MEDICARE PREMIUM	\$108.00											
P4	10/1/2017	REIMBURSE	MEDICARE PREMIUM	\$108.00											
P5	8/2/2017	ADVANCED ENDODONTIC	CONSULTATION												
P6	10/1/2017	REIMBURSE	MEDICARE PREMIUM	\$134.00			\$59.00								
P7	10/1/2017	REIMBURSE	MEDICARE PREMIUM	\$106.00											
P8	10/1/2017	REIMBURSE	MEDICARE PREMIUM	\$106.00											
P9															
P10	10/1/2017	REIMBURSE	MEDICARE PREMIUM												
P11	9/12/2017	REIMBURSE	GLUCOSAMINE		\$33.86										
P12	9/12/2017	REIMBURSE	TESTOSTERONE		\$260.00										
P13	9/12/2017	REIMBURSE	CLOTRIMAZOLE		\$41.98										
P14	9/18/2017	REIMBURSE	OCUSOFT SCRUB		\$16.25										
P15	10/3/2017	REIMBURSE	OCUSOFT SPRAY		\$21.66										
P16	10/1/2017	REIMBURSE	MEDICARE PREMIUM	\$134.00											
P17	10/1/2017	REIMBURSE	MEDICARE PREMIUM	\$107.00											
P18	8/4/2017	RX PHARMACY	DERMAZENE CREAM		\$55.00										
P19	10/1/2017	REIMBURSE	MEDICARE PREMIUM	\$104.90											
P20	10/1/2017	REIMBURSE	MEDICARE PREMIUM	\$108.00											
P21	7/31/2017	RX PHARMACH	CIALIS	\$392.50											
P22	10/1/2017	REIMBURSE	MEDICARE PREMIUM	\$108.00											
P23	10/1/2017	REIMBURSE	MEDICARE PREMIUM	\$112.00											
P24	10/1/2017	REIMBURSE	MEDICARE PREMIUM	\$125.00											
P25	7/31/2017	CENTER VISION CLINIC	EYE EXAM	\$106.00											
P26	10/1/2017	REIMBURSE	MEDICARE PREMIUM	\$107.00											
P27	10/1/2017	REIMBURSE	MEDICARE PREMIUM	\$107.00											
P28	10/1/2017	REIMBURSE	MEDICARE PREMIUM	\$82.00											
P29	10/1/2017	REIMBURSE	MEDICARE PREMIUM	\$106.00											
P30	10/1/2017	REIMBURSE	MEDICARE PREMIUM	\$107.00											
P31	10/1/2017	REIMBURSE	MEDICARE PREMIUM	\$134.00											
P32	10/1/2017	REIMBURSE	MEDICARE PREMIUM	\$107.00											
P33	10/1/2017	REIMBURSE	MEDICARE PREMIUM	\$108.00											
P34	10/1/2017	REIMBURSE	MEDICARE PREMIUM	\$108.00											
P35	10/1/2017	REIMBURSE	MEDICARE PREMIUM	\$108.00											
P36	10/1/2017	REIMBURSE	GLUCOSAMINE/SYRINGES/V												
P37	JUL-AUG 2017	RX PHARMACY	1T DYHSH OIL	\$62.00											
P38	10/1/2017	REIMBURSE	MEDICARE PREMIUM	\$108.00											
P39	10/1/2017	REIMBURSE	MEDICARE PREMIUM	\$104.90											
P40	Aug-17	The UPS Store	MAILING ENVELOPES												

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.

Date:

Date: _____



POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting Date: 10/23/2017

Agenda Category: Business Items:

Subject:

Request for Hearing Aids

Department:

City Attorney

Document Type:

Police Pension Board Item

Recommended Motion:

Approve two replacement hearing aides for Pensioner P13 and 31.

Summary:

Pensioner P13 has submitted a request for replacement hearing aids. Per the Board's policies (see below) a pensioner can request replacement hearing aids once every five years, based upon information provided by a state licensed audiologist.

Pensioner P13's hearing aids are 6 years old and proper documentation regarding the need for replacements has been submitted in the amount of \$1,800 per aid. The documentation will be distributed at the Board meeting.

Pensioner P31's hearing aids are 7 years old and proper documentation regarding the need for replacements has been submitted in the amount of \$1,600 per aid. The documentation will be distributed at the Board meeting.

POLICE PENSION BOARD HEARING AIDS POLICY:

The Board authorizes:

I. A maximum payment of \$1,800, per hearing aid, for the initial hearing aid(s) prescribed by a state licensed audiologist

The Board may consider, on an individual basis:

I. A request for hearing aid replacements, once every five 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 will be at the pensioner's expense.

Attachments: