

Agenda

Police Pension Board Regular Meeting

Thursday, November 16, 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. 701

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 Health Care Advocate Meeting Update
 - Marcia Hopkins, City Clerk
2. 2018 Proposed Police Pension Board Budget
 - Brandon Allen, Finance Director

Public Comments:

Minutes: (Approve by Motion)

1. Approve the Minutes of the Special Meeting Held October 23, 2017
 - Marcia Hopkins, City Clerk

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

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

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

1. Request for Medical Travel Reimbursement
 - Marcia Hopkins, City Clerk

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

Business Items: (Approve by Motion)

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: 11/16/2017

Agenda Category: Presentations

Subject:

Cigna Health Care Advocate Meeting Update

Department:

Police Pension Board

Document Type:

Police Pension Board Item

Recommended Motion:

Summary:

Attachments:



POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting Date: 11/16/2017

Agenda Category: Presentations

Subject:

2018 Proposed Police Pension Board Budget

Department:

Police Pension Board

Document Type:

Police Pension Board Item

Recommended Motion:

Summary:

Finance Director Allen will brief Board Members on the 2018 Police Pension Board Budget.

Attachments:



POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting Date: 11/16/2017

Agenda Category: Minutes

Subject:

Approve the Minutes of the Special Meeting Held October 23, 2017

Department:

City Attorney

Document Type:

Police Pension Board Item

Recommended Motion:

Approve the minutes of the meeting held on October 23, 2017

Summary:

None.

Attachments:

I. Draft 102317 Minutes

MINUTES

POLICE PENSION BOARD SPECIAL MEETING NO. 700

Monday, October 23, 2017 | 8:15 AM

City Hall Annex Building | City Manager's Conference Room

975 George Washington Way, Richland, WA 99352

CALL TO ORDER:

Police Pension 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. Police Representative Thomas arrived at 8:30 a.m.

Absent: Mayor Thompson

PRESENTATIONS: (Discussion Only)

1. Cigna Benefits

Allison Jubb, Human Resources Director

Ms. Jubb was unable to attend the meeting. Ms. Hopkins briefed the Board on the presentation Ms. Jubb gave to the Fire Pension Board that included using board doctors and using Cigna's Health Care Advocate program that helps Cigna customers with question and problems they have encountered with their benefits. The Fire Board Members decided to hold a meeting with the pensioners and a Cigna representative to further explain their benefits and how to use the Heath Care Advocate to resolve problems. The Police Board concurred with the police pensioners to be included in the training.

PUBLIC COMMENTS:

There were no public comments.

MINUTES: (Approve by Motion)

1. Approve the Minutes of the Police Pension Board Meeting Held September 21, 2017

Marcia Hopkins, City Clerk/Police Pension Board Secretary

Mr. Moore moved and Mr. Couch seconded the motion to approve the minutes of the Police Pension Board Meeting held September 21, 2017. The motion carried 4-0.

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

1. Financial Statements for September 2017

Brandon Allen, Finance Director

Mr. Allen was not able to attend the meeting.

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

Mr. Moore moved and Mr. Couch seconded the motion to accept and file the September 2017 financial reports as published. The motion carried 4-0.

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

1. Medical/Dental/Vision/Medicare Claims for September 2017 Claims

Marcia Hopkins, City Clerk/Police Pension Board Secretary

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

Mr. Couch moved and Mr. Moore seconded the motion to approve the September 2017 medical/dental/vision/Medicare claims in the amount of \$4,713.85. The motion carried 3-1. Mr. Koch opposed.

Ms. Koch explained that she voted against approval of the claims as they contain prescriptions and/or other charges that may not be medically necessary.

Mr. Thomas came into the meeting at 8:30 a.m.

BUSINESS ITEMS: (Approve by Motion)

1. Request for Hearing Aids:

Marcia Hopkins, City Clerk/Police Pension Board Secretary

Ms. Hopkins called for a closed session at 8:31 a.m. to talk about the pensioners that requested replacement hearing aids. Ms. Hopkins reconvened the meeting at 8:41 a.m.

Mr. Moore moved and Mr. Couch seconded the motion to approve hearing aid replacements for P13 and P31. The motion carried 5-0.

BOARD MEMBER COMMENTS:

Mr. Moore clarified that the pensioners who are not able to attend the meeting with Cigna will be sent information about Cigna's Health Care Advocate program and other information about their programs and benefits.

ADJOURNMENT:

Ms. Hopkins adjourned the meeting at 8:44 a.m.

Respectively Submitted By,

Marcia Hopkins,
City Clerk/Police Pension Board Secretary



POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting Date: 11/16/2017

Agenda Category: Financial Reports and Investments

Subject:

Financial Statements for October 2017

Department:

Administrative Services

Document Type:

Police Pension Board Item

Recommended Motion:

Motion to Accept and File the October 2017 Preliminary Financial Statements

Summary:

These are preliminary financial statements as of October 31, 2017.

September 30, 2017 - Final:

Cash on Hand	\$131,950.08
Investments	325,402.26
Gains (Loss) on Investments	(85,550.07)
Net Current Assets & Liabilities	<u>(0.00)</u>
Ending Fund Balance	\$371,802.27

October 31, 2017 - Preliminary:

Cash on Hand	\$132,100.89
Investments	325,402.26
Gains (Loss) on Investments	(85,550.07)
Net Current Assets & Liabilities	<u>(0.00)</u>
Ending Fund Balance	\$371,953.08

Attachments:

I. Preliminary Oct 2017 Financials

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

Year of 2017	January	February	March	April	May	June	July	August	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	\$ 371,802.27	\$ -	\$ -		\$ -	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	1,001.49	852.20	-	-	10,453.72	12,810.00	81.6%
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	25,000.00	-	-	290,000.00	487,500.00	59.5%
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	42,001.49	25,852.20	-	-	300,453.72	500,310.00	60.1%
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	808.16	-	-	9,091.80	12,200.00	74.5%
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	3,998.97	-	-	40,137.81	49,800.00	80.6%
Dental Insurance - Retired	897.92	897.92	897.92	897.92	897.92	897.92	869.86	869.86	869.86	869.86	-	-	8,866.96	11,135.00	79.6%
Dental Expense Pension	387.00	-	1,862.03	-	995.50	637.00	253.20	743.00	2,208.13	957.00	-	-	8,042.86	14,000.00	57.4%
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	969.40	-	-	59,407.63	160,000.00	37.1%
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	2,685.60	-	-	29,891.60	37,200.00	80.4%
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	8,218.59	-	-	86,477.21	119,100.00	72.6%
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	7,039.95	-	-	70,399.50	84,500.00	83.3%
Administrative Fee	1,018.00	1,018.00	-	-	-	-	-	-	-	-	-	-	2,036.00	-	0.0%
Operating Supplies	-	-	-	-	-	-	16.18	-	-	117.08	-	-	133.26	450.00	29.6%
Postage	-	10.30	4.08	5.16	2.80	34.50	29.90	20.37	7.68	36.78	-	-	151.57	250.00	60.6%
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	25,701.39	-	-	316,936.86	500,310.00	63.3%
Revenues Over (Under)															
Expense:	(16.90)	(16,306.31)	426.26	(901.45)	(76.79)	744.46	(823.02)	502.20	(182.40)	150.81	-	-	(16,483.14)	-	
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	\$ 371,802.27	\$ 371,953.08	\$ -	\$ -	\$ (16,483.14)	\$ -	
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	\$ 131,950.08	132,100.89	\$ -	\$ -			
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	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)	(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	\$ 371,802.27	\$ 371,953.08	\$ -	\$ -			
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.



POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting Date: 11/16/2017

Agenda Category: Medical/Dental/Vision/Medicare Claims

Subject:

Request for Medical Travel Reimbursement

Department:

Police Pension Board

Document Type:

Police Pension Board Item

Recommended Motion:

Approve Pensioner P39 request for travel reimbursement in the amount of \$143.38.

Summary:

Pensioner P39 is requesting reimbursement for a October 24, 2017, trip to Spokane, WA, for an appointment with Dr. Lessmiere at Kootenai Medical Center for a defibrillator download and check-up.

Per the City Travel policy the round trip from Richland to Spokane is 268 miles and the reimbursement is \$143.38.

Per the Police Board's policies, a pre-authorization for travel must be approved by the Board before reimbursement can be made.

Attachments:



POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting Date: 11/16/2017

Agenda Category: Medical/Dental/Vision/Medicare Claims

Subject:

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

Department:

City Attorney

Document Type:

Police Pension Board Item

Recommended Motion:

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

Summary:

Notes on Claims:

- P8 has claims for Oct & Nov assisted living and personal services costs
- P8 has contacted Cigna regarding the denial of payment for the Mycophenolate prescription
- P13 has reached the Board's yearly maximum amount for dental
- P2's dentist office was overpaid by the Police Board Secretary for 8/3/17 claim - Dental office issued an check for the overpayment amount to the City

Attachments:

- I. 2017 November Claims

NOVEMBER 2017 POLICE PENSION BOARD CLAIM LOG

P N O.	DATE OF SERVICE	CLAIMANT		MEDICARE	MEDICAL / RX/ADULT	PHYSICAL EXAMS	DENTAL	VISION (non-medical)	HEARING AID	MASSAGE	DEATH BENEFIT	TRAVEL / TUITION	OPERATING EXPENSES	GRAND TOTAL	ACQUIRING Max ACQUIRING TURE
P1	11/1/2017		REIMBURSE	SERVICE RENDERED MEDICARE PREMIUM	BOARD PAYMENT \$107.00	\$400 YR MAX BOARD PAYMENT	\$1,200 YR MAX DENTAL BOARD PAYMENT MAX BRIDGES/ DENTURES BOARD PAYMENT	\$150 YR MAX FRAMES BOARD PAYMENT \$200 YR MAX CONTACT LENS BOARD PAYMENT	EYE EXAM BOARD PAYMENT	\$50 MAX PER MONTH BOARD PAYMENT	\$1,000 ONE-TIME BOARD PAYMENT			GRAND TOTAL	12 Visit Yr Max ACQUIRING TURE
P2	8/3/2017	CITY OF RICHLAND		OVERPAYMENT BY POLICE BRD TO OREGON EYE SPECIALIST					-\$102.45					-\$102.45	
AUG-SEPT 2017				CONTACT EXAM & CONTACTS LENS											
P2	11/1/2017	KERI BADGLEY	REIMBURSE	MEDICARE PREMIUM	\$108.00			\$175.00						\$175.00	
P3	11/1/2017		REIMBURSE	DENTAL FILLING										\$108.00	
P3	10/5/2017	HAN & ROSE PLIC		DENTAL FILLING			\$51.41							\$51.41	
P4	11/1/2017		REIMBURSE	MEDICARE PREMIUM	\$108.00									\$108.00	
P5	11/1/2017		REIMBURSE	MEDICARE PREMIUM	\$134.00									\$134.00	
P7	11/1/2017		REIMBURSE	MEDICARE PREMIUM	\$106.00									\$106.00	
01/04/17 &															
P7	08/18/17	KADLEC MEDICAL CENTER		OFFICE VISITS		\$57.09								\$57.09	
P8	11/1/2017		REIMBURSE	MEDICARE PREMIUM	\$106.00									\$106.00	
P8	10/10/2017		REIMBURSE	Brookdale A.L. Unit	\$4,225.00									\$4,225.00	
P8	10/10/2017		REIMBURSE	Brookdale A.L. Personal Services	\$2,403.00									\$2,403.00	
P8	1/2/2017		REIMBURSE	AMBULANCE TRANSPORT	\$180.72									\$180.72	
P8	9/11/2017		REIMBURSE	MYCOPHENOLATE	\$433.97									\$433.97	
P8	8/11/2017		REIMBURSE	MYCOPHENOLATE	\$458.61									\$458.61	
P8	10/11/2017		REIMBURSE	MYCOPHENOLATE	\$433.97									\$433.97	
P8	11/10/2017		REIMBURSE	Brookdale A.L. Unit	\$4,225.00									\$4,225.00	
P8	11/10/2017		REIMBURSE	Brookdale A.L. Personal Services	\$2,403.00									\$2,403.00	
P9														\$0.00	
P10	11/1/2017		REIMBURSE	MEDICARE PREMIUM										\$0.00	
P10	10/15/2017		REIMBURSE	GLUCOS-CHONDROIT	\$33.86									\$33.86	
P11	11/1/2017		REIMBURSE	MEDICARE PREMIUM	\$134.00									\$134.00	
P12	11/1/2017		REIMBURSE	MEDICARE PREMIUM	\$107.00									\$107.00	
P13	11/1/2017		REIMBURSE	MEDICARE PREMIUM	\$104.90									\$104.90	
P13	10/4/2017		REIMBURSE	DENTAL FILLING	\$170.00									\$170.00	
P14	11/1/2017		REIMBURSE	MEDICARE PREMIUM	\$108.00									\$108.00	
P15	11/1/2017		REIMBURSE	MEDICARE PREMIUM	\$112.00									\$112.00	
				NASACORT, CETIRIZINE, BANOPHEN, MELATONIN, CLARITIAN, PREVIDENT	\$93.34									\$93.34	
P15	JUL-OCT 2017		REIMBURSE	PROBLEM EVALUATION EXAM/XRAY											
P15	9/26/2017	RICHLAND DENTAL CENTER		CBI RADIOLOGY XRAYS	\$4.49		\$118.00							\$118.00	
P15	5/10/2017	RICHLAND DENTAL CENTER		ROUTINE EXAM & CLEANING			\$203.00							\$4.49	
P15	10/6/2017		REIMBURSE											\$203.00	
P15	10/9/2017	RICHLAND DENTAL CENTER		CROWN REPAIR			\$253.00							\$253.00	
P17	11/1/2017		REIMBURSE	MEDICARE PREMIUM	\$125.00									\$125.00	
P18	11/1/2017		REIMBURSE	MEDICARE PREMIUM	\$107.00									\$107.00	
P19	11/1/2017		REIMBURSE	MEDICARE PREMIUM	\$107.00									\$107.00	
P20														\$0.00	
P21														\$0.00	
P22	11/1/2017		REIMBURSE	MEDICARE PREMIUM	\$106.00									\$106.00	
P23	11/1/2017		REIMBURSE	MEDICARE PREMIUM	\$125.00									\$125.00	
P24	11/1/2017		REIMBURSE	MEDICARE PREMIUM	\$105.80									\$105.80	
P25														\$0.00	
P28	11/1/2017		REIMBURSE	MEDICARE PREMIUM	\$106.00									\$106.00	
P30														\$0.00	
P31	11/1/2017		REIMBURSE	MEDICARE PREMIUM	\$107.00									\$107.00	
P32	11/1/2017		REIMBURSE	MEDICARE PREMIUM	\$402.00									\$0.00	
P32	JAN 2018		REIMBURSE	MEDICARE PREMIUM	\$134.00									\$402.00	
P34	11/1/2017		REIMBURSE	MEDICARE PREMIUM	\$107.00									\$107.00	
P34	4/20/2017	VALLEY VISION		EYE EXAM					\$50.00					\$134.00	
P35	11/1/2017		REIMBURSE	MEDICARE PREMIUM	\$107.00									\$50.00	
P36	11/1/2017		REIMBURSE	MEDICARE PREMIUM	\$108.00									\$107.00	
P39	11/1/2017		REIMBURSE	MEDICARE PREMIUM	\$108.00									\$108.00	

