

Agenda

Police Pension Board Regular Meeting

Thursday, May 17, 2018 - 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. 706

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. Kadlec Regional Medical Center Update
 - Allison Jubb, Human Resources Director
2. 2018 Nomination Period May 14-25, 2018.
 -

Public Comments:

Minutes: (Approve by Motion)

1. Approve the Minutes of the Meeting Held April 19, 2018
 - Marcia Hopkins, City Clerk

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

1. Financial Statements for April 2018
 - Cathleen Koch, Administrative Services Director

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

1. 2018 May 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: 05/17/2018

Agenda Category: Presentations

Subject:

Kadlec Regional Medical Center Update

Department:

Police Pension Board

Document Type:

Presentation

Recommended Motion:

Summary:

Allison Jubb, Human Resources Director, will give an update on the billing issues with Kadlec Regional Medical Center.

Attachments:



POLICE PENSION BOARD AGENDA ITEM COVERSHEET

Meeting Date: 05/17/2018

Agenda Category: Presentations

Subject:

2018 Nomination Period May 14-25, 2018.

Department:

Police Pension Board

Document Type:

Police Pension Board Item

Recommended Motion:

Summary:

Police Representative Larry Couch term expires June 30, 2018.

The nomination period is from May 14-25, 2018 and the election will be from June 11-22, 2018.

The nomination/election notification letter has been send out as well as the Nomination Ballots.

Attachments:



POLICE PENSION BOARD

AGENDA ITEM COVERSHEET

Meeting Date: 05/17/2018

Agenda Category: Minutes

Subject:

Approve the Minutes of the Meeting Held April 19, 2018

Department:

Police Pension Board

Document Type:

Minutes

Recommended Motion:

Approve the Minutes of the Meeting Held April 19, 2018

Summary:

None.

Attachments:

1. 041918 Minutes

MINUTES

POLICE PENSION BOARD REGULAR MEETING NO. 706

Thursday, April 19, 2018 | 8:15 AM

City Hall Annex Building | City Manager's Conference Room

975 George Washington Way, Richland, WA 99352

CALL TO ORDER:

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

ATTENDANCE:

Board Members: Mayor Thompson, Chair, City Clerk/Police Pension Board Secretary Hopkins, Police Representatives Thomas, Moore and Couch.

Absent: Administrative Services Director Koch

PRESENTATIONS: (Discussion Only)

Allison Jubb, Human Resources Manager, updated the board members on possible billing issues with Kadlec Regional Medical Center and what steps she is taking to resolve the issues.

PUBLIC COMMENTS:

There were no public comments.

MINUTES: (Approve by Motion)

1. Approve the Minutes of the Police Pension Board Meeting Held March 14 2018
Marcia Hopkins, City Clerk/Police Pension Board Secretary

Mr. Thomas moved and Mr. Couch seconded the motion to approve the minutes of the Police Pension Board Meeting held March 14, 2018. The motion carried 5-0.

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

1. 2018 LEOFF COLA Effective April 1, 2018
- Cathleen Koch, Administrative Service Director

Ms. Hopkins informed the board members that a review was done the COLA calculations by Finance Director Allen, as well as the Payroll Specialist.

Mr. Thompson moved and Mr. Moore seconded the motion to accept and file the 2018 LEOFF COLA amounts as published. The motion carried 5-0.

2. Financial Statements for March 2018
- Cathleen Koch, Administrative Service Director

Preliminary financial statements as of March 31, 2018.

February 28, 2018 - Preliminary:

Cash on Hand	\$121,361.80
Investments	325,402.26
Gains (Loss) on Investments	(75,871.29)
Net Current Assets & Liabilities	(0.00)
Ending Fund Balance	\$370,892.77

March 31, 2018 - Preliminary:

Cash on Hand	\$122,843.11
Investments	325,402.26
Gains (Loss) on Investments	(75,871.29)
Net Current Assets & Liabilities	(0.00)
Ending Fund Balance	\$372,374.08

The Board discussed the financial reports and investments.

Mr. Couch moved and Mr. Moore seconded the motion to accept and file the March 2018 financial reports as published. The motion carried 5-0.

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

1. Medical/Dental/Vision/Medicare Claims for April 2018 Claims
Marcia Hopkins, City Clerk/Police Pension Board Secretary

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

Mr. Moore moved and Ms. Hopkins seconded the motion to approve the April 2018 medical/dental/vision/Medicare/Other claims in the amount of \$13,652.58. The motion carried 5-0.

BUSINESS ITEMS: (Approve by Motion)

No business items.

BOARD MEMBER COMMENTS:

ADJOURNMENT:

Mr. Moore moved and Mr. Thomas seconded the motion to adjourn the meeting at 8:35 a.m. The motion carried 5-0.

Respectively Submitted By,

Marcia Hopkins, City Clerk/Police Pension Board Secretary

Approved: May 17, 2018



POLICE PENSION BOARD

AGENDA ITEM COVERSHEET

Meeting Date: 05/17/2018

Agenda Category: Financial Reports and Investments

Subject:

Financial Statements for April 2018

Department:

Administrative Services

Document Type:

Police Pension Board Item

Recommended Motion:

Motion to Accept and File the April 2018 Preliminary Financial Statements

Summary:

March 31, 2018 - Preliminary:

Cash on Hand	\$122,843.11
Investments	325,402.26
Gains (Loss) on Investments	(75,871.29)
Net Current Assets & Liabilities	<u>(0.00)</u>
Ending Fund Balance	\$372,374.08

April 30, 2018 - Preliminary:

Cash on Hand	\$122,044.65
Investments	325,402.26
Gains (Loss) on Investments	(75,871.29)
Net Current Assets & Liabilities	<u>(0.00)</u>
Ending Fund Balance	\$371,575.62

Attachments:

1. 2018 Police Income & Expense Statement

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

Year of 2018	<i>Preliminary January</i>	<i>Preliminary February</i>	<i>Preliminary March</i>	<i>Preliminary April</i>	May	June	July	August	September	October	November	December	Year to Date	Budget	YTD%
Beginning Balance	\$ 383,028.96	\$ 370,979.18	\$ 370,892.77	\$ 372,374.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	0.00
<u>REVENUE</u>															
Investment Interest	1,179.09	841.36	876.84	913.65									3,810.94	12,825.00	29.7%
Other Interest Earnings													-	-	0.0%
Medical Reimburse													-	-	0.0%
Net Change in Fair Market Value													-	-	0.0%
Contribution- General Fund	23,000.00	37,000.00	37,000.00	32,000.00									129,000.00	470,400.00	27.4%
TOTAL REVENUE:	24,179.09	37,841.36	37,876.84	32,913.65	-	-	-	-	-	-	-	-	132,810.94	483,225.00	27.5%
<u>EXPENSE</u>															
Medical Insurance - <65	888.96	888.96	888.96	888.96									3,555.84	12,043.00	29.5%
Medical Insurance - >65	4,398.84	4,398.84	4,398.84	4,398.84									17,595.36	49,157.00	35.8%
Dental Insurance - Retired	822.12	822.12	822.12	822.12									3,288.48	10,750.00	30.6%
Dental Expense Pension	1,745.88	560.18	633.20	28.47									2,967.73	14,000.00	21.2%
Medical Expense Pension	8,796.20	9,915.35	8,636.42	9,111.09									36,459.06	160,000.00	22.8%
Medicare Premiums	3,376.00	2,974.00	3,376.00	3,108.00									12,834.00	36,600.00	35.1%
Retirement Allowance	8,554.78	10,854.71	9,588.08	8,066.13									37,063.70	114,830.00	32.3%
Widow's Benefits	7,039.95	7,510.68	7,251.44	7,251.44									29,053.51	81,470.00	35.7%
Operating Supplies	-			29.99									29.99	450.00	6.7%
Postage	-	2.93	0.47	7.07									10.47	250.00	4.2%
Shredding Services	-												-	50.00	0.0%
Travel	606.14												606.14	1,875.00	32.3%
Training & Conference	-		800.00										800.00	750.00	106.7%
Other Expenses	-												-	1,000.00	0.0%
Total Expense	36,228.87	37,927.77	36,395.53	33,712.11	-	-	-	-	-	-	-	-	144,264.28	483,225.00	29.9%
Revenues Over (Under)															
Expense:	(12,049.78)	(86.41)	1,481.31	(798.46)	-	-	-	-	-	-	-	-	(11,453.34)	-	
Ending Balance	\$ 370,979.18	\$ 370,892.77	\$ 372,374.08	\$ 371,575.62	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (11,453.34)	\$ -	
<u>ENDING BALANCE CONSISTING OF:</u>															
Cash	\$ 121,448.21	\$ 121,361.80	\$ 122,843.11	\$ 122,044.65											
Investments	325,402.26	325,402.26	325,402.26	325,402.26											
Gain(Loss) on Investments	(75,871.29)	(75,871.29)	(75,871.29)	(75,871.29)											
Net Current Assets & Liabilities	-														
Ending Fund Balance	\$ 370,979.18	\$ 370,892.77	\$ 372,374.08	\$ 371,575.62	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Minimum Balance	\$ 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: 05/17/2018

Agenda Category: Medical/Dental/Vision/Medicare/Other
Claims

Subject:
2018 May Claims

Department:
Police Pension Board

Document Type:
Police Pension Board Item

Recommended Motion:
Approve the May 2018 claims in the amount of \$11,422.34.

Summary:
The 2018 May claims are in the amount of \$11,422.34.

Attachments:
1. 050118 Claims Log

MAY 2018 POLICE PENSION BOARD CLAIM LOG																				
				MEDICARE	MEDIAL/RX/ ADULT CARE	PHYSICAL EXAMS	DENTAL		VISION (non-medical)				HEARING AID	MASSAGE	DEATH BENEFIT	TRAVEL/TUIT ION	OPERATING EXPENSES		ACUPUNCT URE	
P NO.	DATE OF SERVICE	CLAIMANT	SERVICE RENDERED	BOARD PAYMENT	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: BOARD PAYMENT	\$200 YR MAX CONTACTS: BOARD PAYMENT	LENS: BOARD PAYMENT	EYE EXAM: BOARD PAYMENT	\$1,800 EVERY 5 YRS PER HEARING AID: BOARD PAYMENT	\$50 MAX PER MONTH: BOARD PAYMENT	\$1,000 ONE-TIME PAYMENT: BOARD PAYMENT	BOARD PAYMENT	BOARD PAYMENT	GRAND TOTAL	12 Visit Yr Max ACUPUNC TURE	
P1	May-18	REIMBURSE	MEDICARE PREMIUM	\$121.00														\$121.00		
P2	May-18		MEDICARE PREMIUM															\$0.00		
P3	May-18	REIMBURSE	MEDICARE PREMIUM	\$129.00														\$129.00		
P4	May-18	REIMBURSE	MEDICARE PREMIUM	\$129.00														\$129.00		
P5	May-18	REIMBURSE	MEDICARE PREMIUM															\$0.00		
P7	May-18	REIMBURSE	MEDICARE PREMIUM	\$111.00														\$111.00		
P8	May-18	REIMBURSE	MEDICARE PREMIUM	\$116.00														\$116.00		
P8	May-18	REIMBURSE	Brookdale Asst. Living Housing		\$4,444.00													\$4,444.00		
P8	May-18	REIMBURSE	Brookdale Asst. Living Personal Care		\$2,526.00													\$2,526.00		
P9	May-18																	\$0.00		
P9	Apr-18	Heaston Vision Clinic	MACUHEALTH		\$60.00													\$60.00		
P10	May-18	REIMBURSE	MEDICARE PREMIUM															\$0.00		
P10	Apr-18	REIMBURSE	Eye Exam/Refraction									\$100.05						\$100.05		
P10	Apr-18	REIMBURSE	Glucosamine		\$28.99													\$28.99		
P11	May-18	REIMBURSE	MEDICARE PREMIUM	\$134.00														\$134.00		
P12	May-18	REIMBURSE	MEDICARE PREMIUM	\$120.00														\$120.00		
P13	May-18	REIMBURSE	MEDICARE PREMIUM	\$118.00														\$118.00		
P14	May-18	REIMBURSE	MEDICARE PREMIUM	\$133.00														\$133.00		
P15	May-18	REIMBURSE	MEDICARE PREMIUM	\$134.00														\$134.00		
P15	Apr-18	Richland Dental Center	Exam/Cleaning				\$40.00											\$40.00		
P17	May-18	REIMBURSE	MEDICARE PREMIUM	\$134.00														\$134.00		
P18	May-18	REIMBURSE	MEDICARE PREMIUM	\$127.00														\$127.00		
P19	May-18	REIMBURSE	MEDICARE PREMIUM	\$119.00														\$119.00		
P20	May-18																	\$0.00		
P21	May-18																	\$0.00		
P22	May-18	REIMBURSE	MEDICARE PREMIUM	\$111.00														\$111.00		
P23	May-18	REIMBURSE	MEDICARE PREMIUM	\$134.00														\$134.00		
P24	May-18	REIMBURSE	MEDICARE PREMIUM	\$109.00														\$109.00		
P28	May-18	REIMBURSE	MEDICARE PREMIUM	\$114.00														\$114.00		
P30	May-18																	\$0.00		
P31	May-18	REIMBURSE	MEDICARE PREMIUM	\$118.00														\$118.00		
May-July P32 2018			MEDICARE PREMIUM	\$402.00														\$402.00		
P34	May-18		MEDICARE PREMIUM	\$134.00														\$134.00		
P34	Apr-18	Valley Vison	Eye Exam/Refraction									\$210.00						\$210.00		
P35	May-18	REIMBURSE	MEDICARE PREMIUM	\$118.00														\$118.00		
P35	Apr-18	Richland Dental Center	Exam/Cleaning				\$6.00											\$6.00		
P36	May-18	REIMBURSE	MEDICARE PREMIUM	\$127.00														\$127.00		
P39	May-18	REIMBURSE	MEDICARE PREMIUM	\$132.00														\$132.00		
P39	Jan-18	Grandridge Dental	Crown				\$765.30											\$765.30		
P40	May-18	REIMBURSE	MEDICARE PREMIUM	\$118.00														\$118.00		
PEXP																		\$0.00		
			GRAND TOTAL	\$3,242.00	\$7,058.99	\$0.00	\$811.30	\$0.00	\$0.00	\$0.00	\$0.00	\$310.05	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,422.34	0	
																		\$0.00		
The above-listed claims were approved by the LEOFF I Police Pension Board at its regular meeting held on May																				

The above-listed claims were approved by the LEOFF I Police Pension Board at its regular meeting held on May

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 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: _____