

MINUTES

POLICE PENSION BOARD REGULAR MEETING NO. 697

Thursday, August 22, 2017 | 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, Mayor Pro Tem Christensen, City Clerk/Police Pension Board Secretary Hopkins, Police Representatives Thomas, Moore and Couch. Also present was Finance Director Allen who arrived at 8:25 a.m.

Absent: Administrative Services Director Koch

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 Regular Meeting No. 695 Held July 20, 2017 and Special Meeting No. 696 Held July 27, 2017
- Marcia Hopkins, City Clerk/Police Pension Board Secretary

Mr. Couch moved and Mr. Moore seconded the motion to approve the minutes of the Police Pension Board Regular Meeting No. 695 Held July 20, 2017 and Special Meeting No. 696 held July 27, 2017. The motion carried 6-0.

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

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

The Board said they had no questions on the financial statements and although Mr. Allen was not present to give a staff report, they would entertain a motion to accept and file the financial reports.

June 30, 2017 - Final:

Cash on Hand	\$ 132,453.30
Investments	325,402.26
Gains (Loss) on Investments	(85,550.07)

Net Current Assets & Liabilities	(0.00)
Ending Fund Balance	\$ 372,305.49

July 31, 2017 - Preliminary:

Cash on Hand	\$132,330.72
Investments	325,402.26
Gains (Loss) on Investments	(85,550.07)
Net Current Assets & Liabilities	(0.00)
Ending Fund Balance	\$372,182.91

Mr. Moore moved and Mr. Thomas seconded the motion to accept and file the July 2017 financial reports as published. The motion carried 6-0.

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

1. Pensioner P2 Medicare Reimbursement
- Marcia Hopkins, City Clerk

Ms. Hopkins said Pensioner P2 had not been seeking reimbursement for their Medicare payments on a regular basis. Ms. Hopkins called P2 to be sure they were aware of the current claims process to seek reimbursement and P2 said they did not know they could get reimbursement, although claims for Medicare have been received from P2 in the past.

Ms. Hopkins asked if P2 sought reimbursement for Medicare payments past the Board's six-month submission policy, would the Board want to consider payment. The Board said that Medicare reimbursements would be subject to Board Policy the same as any other claim.

The Board also requested that Ms. Hopkins write a letter to the four pensioners that pay Medicare directly, to remind them of the reimbursement procedures.

Ms. Hopkins said on a related Medicare question, that Medicare bills the pensioners in three month increments for those pensioners who are not yet eligible for social security or those who chose to pay out of pocket and not through social security. Although the pensioners pay the three months and submit the claim to the Board for approval, the City's practice is to reimburse the pensioner one month at a time. Ms. Hopkins asked if there was a reason the reimbursements was done this way or if the Board could reimburse the full amount to the pensioner with one payment.

Mr. Allen would research this question and report back to the board.

1. Medical/Dental/Vision/Medicare Claims for July 2017 Claims
- Marcia Hopkins, City Clerk/Police Pension Board Secretary

Ms. Hopkins provided the Board with an updated Claims Log for approval. The Board Members discussed the medical/dental/vision/Medicare claims.

Mr. Moore moved and Mr. Thomas seconded the motion to approve the updated July 2017 medical/dental/vision/Medicare claims in the amount of \$5,605.36. The motion carried 6-0.

BUSINESS ITEMS: (Approve by Motion)

1. Envelopes for the Police Pension Board
- Marcia Hopkins, City Clerk

Ms. Hopkins requested to purchase envelopes with the Police Pension Board's return address information on them as the Board currently does not have any envelopes for mailing.

As envelope expense is allocated from the Board's operating cost line item in the budget, they agreed a vote was not necessary to authorize the purchase and decided on 1,000 black and white envelopes, using the City logo and Police Pension Board information, purchased from The UPS Store in Pasco, as they provided a low bid.

2. Police Board Policy Amendments
- Marcia Hopkins, City Clerk

Ms. Hopkins said the amendments to the policies approved at the July 27, 2017, special meeting, were incorporated in the draft Board policies. Per the Board's request, the confidentiality statement, (now under Board Secretary section) and the Closed Session August 17, 2017 were reviewed by the City Attorney. Payroll Specialist Gagnebin reviewed the Comparison of Pension Benefits and both their edits were in blue.

Under Acupuncture, Massage Therapy Physical Therapy, and Vision, I added a statement for the Board's consideration, about providing the Board a letter from the medical provider for treatments beyond the Board's stated policies. These additions were also in blue.

The Board approved of the confidentiality, closed session and the Acupuncture, Massage Therapy Physical Therapy, and Vision, adding a statement about providing the Board a letter from the medical provider for treatments beyond the Board's stated policies. The Board requested the Comparison of Pension Benefits section be further refined and brought back to the next Board meeting for consideration.

Mr. Moore moved and Mr. Thomas seconded the motion to approve the amendments to the Board's Policies except for the section, "Comparison of Pension Benefits" which will be reviewed again at the September 21, 2017, Board meeting. The motion carried 6-0.

BOARD MEMBER COMMENTS:

No comments.

ADJOURNMENT:

Mr. Moore moved and Mr. Thomas seconded the motion to adjourn the meeting at 8:46 a.m. The motion carried 6-0.

Respectively Submitted By,

Marcia Hopkins,
City Clerk/Police Pension Board Secretary