



# City of Detroit General Retiree Healthcare Trust

City of Detroit General Retiree Healthcare (RHC) Trust Meeting Minutes

Tuesday, July 14, 2020 Regular Meeting

Offices of *BeneSys, Inc.*

700 Tower Drive, Suite 300

Troy, MI 48098

**1:00 pm at Office of BeneSys, Inc., Troy, MI via Conference Call in Compliance with Executive Order 2020-4**

## I. Call to order and Roll call

- A. A Regular meeting of the Trustees of the Detroit General RHC Trust was called to Order by Chairperson Tom Sheehan at 1:07 p.m.
- B. **Board Members present at roll call:** *Present via phone* - Chairperson Thomas Sheehan; Trustee Chuck Gayney; Trustee Shirley Lightsey; Vice Chairperson Barbara Wise-Johnson; Trustee Doris Ewing; Trustee Floyd Allen. As five (5) Trustees are required to make a quorum and six (6) were present, Chairperson Sheehan declared a quorum and the meeting proceeded.
- C. **Others Present:** Aaron Castle (*Legal*), Violet Gjorgjevski and Jennifer Crosby (*BeneSys*)

## II. Approval of Agenda

**Motion** was made by Trustee Lightsey and seconded by Trustee Gayney to approve the agenda, as submitted. **Motion** passed unanimously.

## III. Public Comment - None -

## IV. Regular Meeting Agenda

### Approval of Minutes

#### A. Proposed June 23, 2020 regular meeting minutes

**Motion** was made by Trustee Gayney and seconded by Trustee Lightsey to approve the minutes of the June 23, 2020 regular meeting. **Motion** passed unanimously.

## V. Financial Reports

#### A. Fifth Third Trust Statement – June 2020

#### B. Wells Fargo Trust Statement – May 2020

P.O. Box 4955 ♦ Troy, MI 48099-4955

Phone 248·641·4913 ♦ Facsimile 248·813·9898 ♦ Toll Free 844·563·8911

[www.ourbenefitoffice.com/mydetroitretireebenefits](http://www.ourbenefitoffice.com/mydetroitretireebenefits)

**Motion** was made by Trustee Ewing and seconded by Trustee Lightsey to accept the Fifth Third Trust Statement for June 2020 and the Wells Fargo Trust Statement for May 2020 as provided. **Motion** passed unanimously.

## **B. Bills for Approval**

Invoices in the aggregate amount of \$757,789.39 were presented for payment from: BCBS MA (\$434,176.20); BeneSys (\$38,054.04); DENCAP (\$35,813.60); Golden Dental (\$22,952.52), HAP (\$157,257.46); Heritage Vision (\$22,177.27); Humana (\$12,667.90); NEPC (\$28,125.00); Priority Health (\$1,045.44); Segal Bryant & Hamill (\$5,519.96).

**Motion** was made by Trustee Wise-Johnson and seconded by Trustee Gayney to approve and authorize payment of the invoices subject to availability of funds. **Motion** passed unanimously.

## **C. Fifth Third Bank Balances**

Ms. Gjorgjevski provided balance amount from Fifth Third to ensure funds are available to submit invoices for payment and benefit payments to retirees.

## **VI. Administrative Reports**

### **VII. Financial Consultants**

### **VIII. GRS Consulting**

### **IX. Legal**

Attorney Castle presented the Record Retention Policy.

**Motion** was made by Trustee Gayney and seconded by Trustee Lightsey to approve the Record Retention Policy as presented. **Motion** passed unanimously.

Attorney Castle presented the Outstanding HRA Check Policy. The Board requested detailed information from BeneSys regarding current outstanding checks prior to approval of this policy. BeneSys will provide this information at the next meeting.

Attorney Castle updated the Board regarding Executive Order 2020-129 being extended until July 31, 2020.

## **X. New Business**

### **A. COVID-19 Member Statistics**

BeneSys reached out to all Health Insurance Providers per the Boards request to obtain statistical information regarding Members who have been tested and treated for COVID-19 or medical needs related to COVID-19 as well as any who may have passed away. Information was presented to the Board by Ms. Gjorgjevski.

## **XI. Unfinished Business**

### **A. Service Provider Review – BeneSys, Inc.**

The Board would like to wait on additional discussion until they can meet in person again.

### **B. Turn-Around-Time Performance Guarantees January 2019 – July 2020**

Ms. Gjorgjevski presented the Turn-Around-Time Performance Reports to the Board of Trustees. Trustee Gayney pointed out some violations of the performance guarantee and stated the Board would discuss those during a separate Executive Board Meeting. It was also requested that BeneSys provide an explanation sheet to go along with reports in the future.

#### **C. Telephone Response Time Report**

Ms. Gjorgjevski presented the Telephone Response Report for August 2019 – July 2020. They expressed disappointment in wait times during the last quarter of 2019 and first quarter of 2020 and would like to see a plan of action for improvements. Ms. Gjorgjevski discussed some changes that have already been made that will offer improved wait times. The Board requested to have Darris Garoufalos from BeneSys attend the next meeting to discuss the concerns of the Board.

#### **D. Delta Dental Pandemic Relief Credit**

Chairman Sheehan informed the Board that the Pension Department made an error when processing July 2020 Pensions. They were supposed to give a credit to members from Delta Dental and instead they took an addition premium payment. This error will be corrected on the August 2020 Pensions.

#### **E. Updated Verbiage for HRA Claim Denials/Insufficient Funds**

Ms. Gjorgjevski presented the new verbiage to the Board.

#### **F. Golden Dental Pandemic Relief Credit**

Ms. Gjorgjevski informed the Board that Golden Dental offered enrolled members 10% off their premiums for the months of April and May 2020. Members will receive the credit on their Pension Check once there is confirmation it has been received.

### **XI. Correspondence**

BeneSys provided the following communication to The Board for review.

- A. BCBSM – COVID-19 Response Addendum**
- B. BCN Low Income Subsidy – June 2020**
- C. Humana COVID-19 Update – July 2020**
- D. Humana Tele-Behavioral Health**
- E. VSP Lens Enhancements**

### **XII. Trustee Comment/Open Forum**

Trustee Gayney requested updates be made on the Website for Audit Reports.

### **XIII. Adjournment**

There being no further business a **Motion** was made by Trustee Lightsey and seconded by Trustee Gayney to adjourn the meeting at 2:00 p.m. **Motion** passed unanimously.

Respectfully submitted,

---

Jennifer Crosby, Plan Associate