

**CITY OF PONTIAC VEBA TRUST
BOARD OF TRUSTEES SPECIAL MEETING
October 11, 2021**

A special meeting of the Board of Trustees was held on Monday, October 11 , 2021 via Conference Call and in person.

Trustees Present

Claudia Filler, Chairperson – In Person
Linda D. Watson – In Person
Darin Carrington – In Person
Lon Britton – Sebastian, FL
NZ Bryant – In Person
Deirdre Waterman, Mayor - Pontiac, MI

Others Present

Matt Henzi, AsherKelly
Duane Menter, BeneSys
Violet Gjorgjevski, BeneSys
Jennifer Crosby, BeneSys
Samantha Kopacz, Miller Canfield
John Vance, Manquen Vance
Kim Kulas, Manquen Vance
Meribeth Rains, Manquen Vance

Absent Trustee

Walter Moore

Chairman Filler declared that a quorum was present and called the meeting to order at 3:05 p.m.

AGENDA CHANGES

RESOLUTION by Ms. Watson; seconded by Mr. Britton

Further Resolved, to accept amend the agenda and have Manquen Vance present at beginning of meeting.

Roll Call Vote:	Claudia Filler	Yea
	Linda D. Watson	Yea
	Lon Britton	Yea
	NZ Bryant	Yea

Mr. Vance and Ms. Kulas from Manquen Vance presented updates since the September 27, 2021 meeting. Planning discussions with each carrier have taken place. Contracts and business associate agreements are being finalized. A timeline was presented that included the Mayor’s Townhall on October 12, 2021 to make announcement regarding benefits and the timeline, Enrollment kits being mailed to members, member meetings, open enrollment dates, data files sent to carriers, ID cards and welcome kits mailed to members from carriers, benefit live date. This timeline was reviewed and discussed at length.

PUBLIC COMMENT – None

CONSENT AGENDA

- A. Invoices for Payment
 - a. AsherKelly Invoice – August 5, 2021
 - b. AsherKelly Invoice – September 8, 2021
 - c. BeneSys Invoice – September 2021

RESOLUTION by Ms. Filler; seconded by Mr. Carrington

Further Resolved, to approve the Consent Agenda as presented with payment being held until transfer of

assets from GERS is received.

Roll Call Vote:	Claudia Filler	Yea
	Darin Carrington	Yea
	Linda D. Watson	Yea
	NZ Bryant	Yea
	Mayor Waterman	Yea
	Lon Britton	Yea

ATTORNEY REPORT

Insurance Agent Procurement of Benefits

Attorney Henzi addressed this matter for the Board in the Attorney Report. He noted that on September 28, 2021 legal counsel advised Manquen Vance that the Board had selected that firm as the Insurance Agent for procurement of benefits. This was memorialized in writing. BeneSys, legal counsel and Manquen Vance met on September 29, 2021 to discuss next steps. Additionally, these service providers met with the Chair on October 8, 2021 to continue discussions regarding implementation of benefits, communication to retirees regarding the process, and open enrollment.

Insurance Agent Contract and Business Associate Agreement

Attorney Henzi addressed this matter for the Board in Attorney Report. Legal counsel and Manquen Vance reviewed and revised Manquen Vance's Service Provider Agreement and Business Associate Agreement.

Legal counsel recommends that the Board consider approving the contract and authorizing the Chair to execute the contract.

RESOLUTION by Mr. Britton; seconded by Ms. Watson

Further Resolved, to approve the contract and authorize the Chair to execute the document with payment due January 15, 2022 which would include October 2021, November 2021 and December 2021.

Roll Call Vote:	Claudia Filler	Yea
	Darin Carrington	Yea
	Linda D. Watson	Yea
	NZ Bryant	Abstain
	Mayor Waterman	Yea
	Lon Britton	Yea

Proposed Letter to Retirees Regarding Status of Procurement of Benefits

Attorney Henzi addressed this matter for the Board in the Attorney Report. He updated the Board that at the last meeting, it was discussed that the VEBA Trust should send clarifying correspondence to the retirees introducing them to BeneSys and Manquen Vance. Legal counsel, Manquen Vance, BeneSys, and the Chair met to discuss such communication. A proposed draft was discussed.

RESOLUTION by Ms. Watson; seconded by Mr. Bryant

Further Resolved, to approve the communication to the retirees introducing them to BeneSys and Manquen Vance.

Roll Call Vote:	Claudia Filler	Yea
	Darin Carrington	Yea
	Linda D. Watson	Yea

NZ Bryant	Yea
Mayor Waterman	Yea
Lon Britton	Yea

Revised Timeline for PF VEBA/VEBA Merger and Transition Issues

Attorney Henzi addressed this matter for the Board in the Attorney Report. He stated the timeline was revised to indicate a benefit commencement date of February 1, 2022. Timeline dates relative to open enrollment and commencement of benefits are subject to revision upon further recommendations by Manquen Vance.

Transfer of Assets to VEBA Trust

Attorney Henzi addressed this matter for the Board in the Attorney Report.

House Bill 4934 – Letters in Support

Attorney Henzi addressed this matter for the Board in the Attorney Report. He stated that as previously reported to the Board, Michigan’s Open Meetings Act was amended to allow for virtual meetings for any reason through March 31, 2021. The Open Meetings Act was also amended to allow a Trustee with a medical condition to remotely attend a meeting through December 31, 2021.

Representative Steve Marino introduced HB 4934 which would allow non-legislative Boards (where Board members are not elected by the public) like Retirement System Boards to meet remotely for any reason. The Bill was introduced on May 27, 2021, with input from MAPERS. It was referred to Committee. Hearings on this Bill are tentatively scheduled to occur in October.

As authorized at the last Meeting, we sent correspondence to Rep. Calley and Rep. Kuppia in support of HB 4934.

RESOLUTION by Mr. Bryant; seconded by Mr. Carrington

Further Resolved, to direct legal counsel to approach Rep. Lawrence’s office to assist with the VEBA’s Request for exemption from filing an IRS Form 990.

Roll Call Vote:	Claudia Filler	Yea
	Darin Carrington	Yea
	Linda D. Watson	Yea
	NZ Bryant	Yea
	Mayor Waterman	Yea
	Lon Britton	Yea

UNFINISHED BUSINESS

A. Procurement of Benefits

This item was discussed during the Attorney Report.

B. Eligible Member Data Status

Discussion took place between BeneSys and the Board regarding Census Data from different sources. BeneSys has accurate Census Data for Police and Fire because they have been handling Pension for that group. Regarding GERS Census Data Linda D. Watson has been working diligently on compiling information for BeneSys with what information she has available. In addition, Deborah Munson with the GERS office has been willing to assist with mailings to GERS members and with compiling the minimum data needed by the insurance carriers to provide quotes. Ms. Munson stated in email communication that

the request for a list of retirees eligible for retiree healthcare as of December 22, 2011 she stated that her office doesn't determine eligibility, but she will provide a full list with all City retired and deferred members as of December 22, 2011 irrespective as to whether they had 10 years of retirement service credit.

C. Vital Information Status

BeneSys updated the Board regarding the hesitance of members to return the Vital Information Form. Since the Board approved the letter introducing Manquen Vance and BeneSys they are confident that members will feel more comfortable completing and returning the forms.

D. PF VEBA/VEBA Merger Timeline & Transition Issues

This item was discussed during the Attorney Report.

E. Financial Status of VEBA Trust

Discussion took place surrounding the VEBA's current available funds which stands at approximately \$55,000. BeneSys, AsherKelly and Manquen Vance have all agreed to wait until January 2022 for payment of invoices going back to August 2021. BeneSys will be providing Financial Statements at the next meeting.

NEW BUSINESS

A. Open Enrollment

This item was discussed in detail during the Manquen Vance presentation.

NEXT MEETING DATE: November 18, 2021 at 9:00 a.m.

ADJOURNMENT

RESOLUTION by Mr. Bryant; seconded Mr. Carrington

Further Resolved, that the meeting be adjourned at 5:15 p.m.

Roll Call Vote:	Claudia Filler	Yea
	Linda Watson	Yea
	Lon Britton	Yea
	Darin Carrington	Yea
	Mayor Waterman	Yea
	NZ Bryant	Yea

I certify that the foregoing are the true minutes of the City of Pontiac VEBA Trust on October 11, 2021.

As recorded by BeneSys