

City of Auburn Law Enforcement Officers and Firefighters Disability Board

Tuesday, April 3, 2018 - 10:00 AM – Conference Room 2

MINUTES

I. CALL TO ORDER

Chair Jim Kelly called the meeting to order at 10:00 a.m. in Conference Room 2 located on the second floor of Auburn City Hall, 25 West Main Street in Auburn. Members present included Chair Jim Kelly, Chair Pro Tem Bill Petersen, and Member Bob Baggett. Member-at-large Stan Laatsch was excused. Also present were Board Attorney Doug Ruth and Board Secretary Danielle Daskam.

II. AGENDA MODIFICATIONS

There was no change to the agenda.

III. APPROVAL OF MINUTES

A. Minutes of the March 6, 2018 LEOFF Board Meeting

Motion by Chair Pro Tem Petersen, second by Member Baggett to approve the minutes as distributed.

MOTION CARRIED UNANIMOUSLY. 3-0

IV. UNFINISHED BUSINESS

A. Pending Disability Leave/Retirement Applications

There was no pending disability leave/retirement application.

B. Pending Medical/Hearing/Vision/Dental Claims

1. LEOFF 1 Member #856535

Request for reimbursement of medical services in the amount of \$54.20 for services received on October 11, 2017.

On January 2, February 6 and March 6, 2018, the Board tabled the claim pending the receipt of the Medicare/insurance explanation of benefits statement. No new information was received.

Motion by Chair Pro Tem Petersen, second by Member Baggett to deny the claim due to lack of supporting documentation.

MOTION CARRIED UNANIMOUSLY. 3-0

City of Auburn Law Enforcement Officers and Firefighters Disability Board

Tuesday, April 3, 2018 - 10:00 AM – Conference Room 2

2. LEOFF 1 Member #391015

Request for reimbursement of medical expenses in the amount of \$44.70 for services received on November 16, 2017.

On February 6 and March 6, 2018, the Board tabled the claim pending the receipt of the insurance explanation of benefits statement. No new information was received.

Motion by Chair Pro Tem Petersen, second by Member Baggett to table the claim until the next meeting.

MOTION CARRIED UNANIMOUSLY. 3-0

3. LEOFF 1 Member #398982

Request for reimbursement of medical expenses in the total amount of \$86.43 for services received in 2017.

On March 6, 2018, the Board tabled the claim pending the receipt of the Medicare/insurance explanation of benefits statement. No new information was received.

Motion by Chair Pro Tem Petersen, second by Member Baggett to table the claim until the next meeting.

MOTION CARRIED UNANIMOUSLY. 3-0

4. LEOFF 1 Member #490024

Request for reimbursement of medical expenses in the amount of \$56.59 for services received in November 2017.

On March 6, 2018, the Board tabled the claim pending the receipt of the Medicare/insurance explanation of benefits statement. No new information was received.

Motion by Chair Pro Tem Petersen, second by Member Baggett to table the claim until the next meeting.

MOTION CARRIED UNANIMOUSLY. 3-0

V. NEW BUSINESS

A. Disability Leave/Retirement Applications

No new application for disability leave was received.

City of Auburn Law Enforcement Officers and Firefighters Disability Board

Tuesday, April 3, 2018 - 10:00 AM – Conference Room 2

B. Appeals/Requests for Reconsideration

No request for reconsideration was received.

C. Medical/Hearing/Vision/Dental Claims

1. LEOFF 1 Member #728069

Request for approval/reimbursement of long-term care expenses in the amount of \$6,100.00 for the month of March 2018.

Motion by Member Baggett, second by Chair Pro Tem Petersen to approve the claim as submitted.

MOTION CARRIED UNANIMOUSLY. 3-0

2. LEOFF 1 Member #391015

Request for reimbursement dental expenses in the amount of \$263.00 for services received on February 13 and February 19, 2018. The LEOFF members has not received dental expense reimbursement in 2018.

Motion by Member Baggett, second by Chair Pro Tem Petersen to approve the claim in the amount of \$263.00.

MOTION CARRIED UNANIMOUSLY. 3-0

3. LEOFF 1 Member #193495

- a. Request for reimbursement of medical expenses in the total amount of \$596.57 for services received on February 13, 2018.

Motion by Chair Pro Tem Petersen, second by Member Baggett to approve the claim in the amount of \$596.57.

MOTION CARRIED UNANIMOUSLY. 3-0

- b. Request for reimbursement of parking expenses in the amount of \$37.00.

Motion by Chair Pro Tem Petersen, second by Member Baggett to deny the claim for parking expenses finding the expenses were not a medical service.

City of Auburn Law Enforcement Officers and Firefighters Disability Board

Tuesday, April 3, 2018 - 10:00 AM – Conference Room 2

MOTION CARRIED UNANIMOUSLY. 3-0

- c. Request for reimbursement of medical expenses in the amount of \$721.10 for services received from December 13, 2017 through January 30, 2018.

Motion by Member Baggett, second by Chair Pro Tem Petersen to approve the claim in the amount of \$721.10.

MOTION CARRIED UNANIMOUSLY. 3-0

- 4. LEOFF 1 Member #321061
Request for reimbursement of medical expenses in the amount of \$100.00 for services received in January 9, 2018.

Motion by Chair Pro Tem Petersen, second by Member Baggett to approve the claim in the amount of \$100.00.

MOTION CARRIED UNANIMOUSLY. 3-0

- 5. LEOFF 1 Member #190365
Request for reimbursement of medical expenses in the amount of \$79.43 for services received on February 19, 2018.

Motion by Member Baggett, second by Chair Pro Tem Petersen to approve the claim in the amount of \$79.43.

MOTION CARRIED UNANIMOUSLY. 3-0

- 6. LEOFF 1 Member #910342
 - a. Request for reimbursement of dental expenses in the amount of \$273.36 for services received at March 1, 2018. The LEOFF 1 member has not received dental expense reimbursement in 2018.

Motion by Chair Pro Tem Petersen, second by Member Baggett to approve the claim in the amount of \$273.36.

MOTION CARRIED UNANIMOUSLY. 3-0

City of Auburn Law Enforcement Officers and Firefighters Disability Board

Tuesday, April 3, 2018 - 10:00 AM – Conference Room 2

- b. Request for reimbursement of vision expenses in the amount of \$225.00 for services received on January 19, 2018. LEOFF 1 member has not received vision expense reimbursement in the last year.

Motion by Chair Pro Tem Petersen, second by Member Baggett to approve the claim in the amount of \$225.00.

MOTION CARRIED UNANIMOUSLY. 3-0

D. Other Discussion

1. LEOFF Board Policies and Procedures

Board Attorney Ruth presented the Board members with his analysis and recommendation regarding Section 9.01 Medical Claim Procedure and Section 8.02 Medical Services – General Guidelines and their duplicative provisions. Attorney Ruth presented each section showing the duplicate provisions and a reformatted version of each section. Board members indicated approval of the proposed changes.

Attorney Ruth provided his recommendation regarding removing the reference to active members since the City no longer has any active LEOFF 1 member, and there is low probability the City would have another LEOFF 1 active member in the future. Attorney Ruth submitted his recommended changes where he combined the references by using the word “member” and left other references.

Attorney Ruth suggested no change to the reference to “four (4) appointed members” in Section 1.01 as the verbiage is taken directly from the state statute.

Chair Kelly requested the Board members review the materials submitted by Attorney Ruth and continue to review the overall policies and procedures for possible action at the next Board meeting.

VI. ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 10:19 a.m.

City of Auburn Law Enforcement Officers and Firefighters Disability Board

Tuesday, April 3, 2018 - 10:00 AM – Conference Room 2

APPROVED this 1st day of May, 2018.


JIM KELLY, CHAIR


Board Secretary