

City of Auburn Law Enforcement Officers and Firefighters Disability Board

Tuesday March 5, 2019 - 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, Member Bob Baggett, Member Larry Brown and Member-at-large Stan Laatsch. Also present were Board Attorney Steve Gross, Human Resources Analyst Terry Mendoza and City Clerk Shawn Campbell.

II. ELECTION OF CHAIRPERSON AND CHAIRPERSON PRO TEMPORE

Section 1.05 of the LEOFF Board Policies and Procedures provides that at the first meeting of each year, the members shall elect from among the members, a member to serve as Chairperson and a member to serve as Chairperson Pro-Tem.

Chair Pro-Tem Petersen moved and Member Laatsch seconded to nominate Jim Kelly as Chair.

MOTION CARRIED UNANIMOUSLY. 5-0

Chair Kelly moved and Member Baggett seconded to nominate Bill Petersen as Chair Pro Tem.

MOTION CARRIED UNANIMOUSLY. 5-0

III. AGENDA MODIFICATIONS

LEOFF 1 Member #284134*

a. Request for reimbursement of prescription expenses in the amount of \$1,117.29 for services received between December of 2017 to December of 2018.

b. Request for approval/reimbursement of long term care expenses in the amount of \$183,938.30 for services received between January 2015 to February 2016 and February 2018 to January of 2019.

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IV. APPROVAL OF MINUTES

- A. Minutes of the January 2, 2019 LEOFF Board Meeting
Motion by Chair Pro Tem Petersen, seconded by Member Laatsch to approve the minutes as distributed.

MOTION CARRIED UNANIMOUSLY. 5-0

V. UNFINISHED BUSINESS

There was no unfinished business.

VI. NEW BUSINESS

- A. Disability Leave/Retirement Applications
No new application for disability leave was received.

- B. Appeals/Requests for Reconsideration
No request for reconsideration was received.

- C. Medical/Hearing/Vision/Dental Claims

1. LEOFF 1 Member #363477*

Request for reimbursement of dental expenses in the amount of \$170.00 for services received on January 14, 2019. LEOFF 1 Member has not received dental reimbursement in 2019.

Chair Pro Tem Petersen moved and Member Laatsch seconded to approve the claim as submitted.

MOTION CARRIED UNANIMOUSLY. 5-0

2. LEOFF 1 Member #321061*

- A. Request for reimbursement of dental expenses in the amount of \$234.60 for services received on January 15, 2019. The retiree's dental expenses were previously found to be medically necessary.

Chair Pro Tem Petersen moved and Member Baggett seconded to approve the claim as submitted.

MOTION CARRIED UNANIMOUSLY. 5-0

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- B. Request for reimbursement of medical expenses in the amount of \$50.00 for services received on November 15, 2018.

Chair Pro Tem Petersen moved and Member Laatsch seconded to approve the claim as submitted.

MOTION CARRIED UNANIMOUSLY. 5-0

3. LEOFF 1 Member #398982*

- A. Request for reimbursement of dental expenses in the amount of \$364.75 for services received on May 31, 2019 and November 29, 2018. Member has not received dental reimbursement in 2018 or 2019.

Member Baggett moved and Chair Pro Tem Petersen seconded to approve the claim as submitted.

MOTION CARRIED UNANIMOUSLY. 5-0

- B. Request for reimbursement of vision expenses in the amount of \$303.97 for services received on July 2, 2018. Member has not received vision reimbursement in 2018.

Member Brown moved and Chair Pro Tem Petersen seconded to approve the claim up to the policy maximum of \$300.00.

MOTION CARRIED UNANIMOUSLY. 5-0

4. LEOFF 1 Member #317206*

Request for reimbursement of dental expenses in the amount of \$243.00 for services received on January 3, 2019. LEOFF 1 Member has not received dental reimbursement in 2019.

Member Baggett moved and Chair Pro Tem Petersen seconded to approve the claim as submitted.

MOTION CARRIED UNANIMOUSLY. 5-0

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5. LEOFF 1 Member #392099*

Request for reimbursement of vision expenses in the amount of \$399.00 for services received on December 31, 2018. LEOFF 1 Member has not received vision reimbursement in 2018.

Member Laatsch moved and Member Brown seconded to approve the claim up to the policy maximum of \$300.00.

Chair Pro Tem Petersen abstained.

MOTION CARRIED UNANIMOUSLY. 4-0

6. LEOFF 1 Member #937035*

Request for reimbursement of dental expenses in the amount of \$390.00 for services received on February 13, 2019. The retiree's dental expenses have been found to be medically necessary.

Member Baggett moved and Chair Pro Tem Petersen seconded to approve the claim as submitted.

Member Laatsch abstained.

MOTION CARRIED UNANIMOUSLY. 4-0

7. LEOFF 1 Member #406822*

Request for reimbursement of medical equipment expenses in the amount of \$60.00 for services received on February 11, 2019.

Chair Pro Tem Petersen moved and Member Laatsch seconded to approve the claim as submitted.

MOTION CARRIED UNANIMOUSLY. 5-0

8. LEOFF 1 Member #391015*

Request for reimbursement of dental expenses in the amount of \$3,002.40 for services received on February 13,

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2019. The retiree's dental expenses were previously found to be medically necessary.

Chair Pro Tem Petersen moved and Member Brown seconded to approve the claim as submitted.

MOTION CARRIED UNANIMOUSLY. 5-0

9. LEOFF 1 Member #284134*

a. Request for reimbursement of prescription expenses in the amount of \$1,117.29 for services received between December of 2017 to December of 2018.

Chair Pro Tem Petersen moved and Member Brown seconded to approve the claim as submitted.

Chair Kelly stated the policy and procedure manual states the member must have received pre-approval for long term care, provide a letter of medical necessity and claims shall be submitted to the board within 90 days of the date processed.

The Board discussed the timeliness of the claim, the lack of pre-approval, the documentation regarding medical necessity and the boards attempts to reach out to the member.

Chair Pro-Tem Petersen moved and member Laatsch seconded to table to Claim until the next meeting and asking the Board Secretary request from the members family additional documentation.

MOTION CARRIED UNANIMOUSLY. 5-0

b. Request for approval/reimbursement of long term care expenses in the amount of \$183,938.30 for services received between January 2015 to February 2016 and February 2018 to January of 2019.

The Board discussed the itemized list containing what appeared to be non-prescription items.

Member Brown moved and Member Baggett seconded to table to claim to the April meeting. The Board requested the

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Board Secretary request a detailed list of medical prescriptions from the members family.

MOTION CARRIED UNANIMOUSLY. 5-0

D. Other Discussion

1. WSLEA Proposed By-Law Amendments

Chair Kelly explained the WSLEA proposed By-Law Amendments will be presented to the members present at the WSLEA conference for action.

2. Board Secretary Campbell explained the City of Auburn intends to move the Board Secretary duties to the Human Resources Department. Chair Kelly requested Board Attorney Gross confirm the requirements for the LEOFF Board Secretary prior to the change.

VII. ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 10:48 a.m.

APPROVED this 2nd day of April, 2019.


JIM KELLY, CHAIR


Shawn Campbell Board Secretary