

City of Auburn Law Enforcement Officers and Firefighters Disability Board

Tuesday, February 7, 2017 - 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 the Conference Room 2 located on the second floor of Auburn City Hall, 25 West Main Street in Auburn. Members present included Chair Kelly, Member Yolanda Trout-Manuel, Member Bob Baggett, and Member-at-large David Cook. Chair Pro Tem Bill Petersen was excused. Also present were Board Attorney Doug Ruth and Board Secretary Danielle Daskam.

II. AGENDA MODIFICATIONS

Claims from Russ Vandver and Theodore Lindback were added to the agenda.

III. APPROVAL OF MINUTES

A. Minutes of the January 3, 2017 LEOFF Board Meeting

Motion by Member Trout-Manuel, second by Member Baggett to approve the minutes as distributed.

MOTION CARRIED UNANIMOUSLY. 4-0.

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. Ed Wilson

Request for reimbursement of medical expenses in the amount of \$1,812.19 for services received January 13, March 30, July 25, August 4. On November 1, 2016 December 6, 2016, and January 3, 2017 the Board tabled the claim pending the receipt of Medicare/insurance explanation of benefits statements. No new information has been received.

Motion by Member Trout-Manuel, second by Member Baggett to deny the claim due to lack of information.

MOTION CARRIED UNANIMOUSLY. 4-0

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V. 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. Dave Schuur

Request for approval/reimbursement of long-term care expenses for the month of January 2017 in the amount of \$5,460.00.

Motion by Member Cook, second by Member Trout-Manuel to approve the claim in the amount of \$5,460.00.

MOTION CARRIED UNANIMOUSLY. 4-0

2. Ed Henderson

a. Request for reimbursement of vision expenses in the amount of \$61.00 for services received on November 10, 2016.

Motion by Member Trout-Manuel, second by Member Cook to approve the claim in the amount of \$61.00.

MOTION CARRIED UNANIMOUSLY. 4-0

b. Request for reimbursement of dental expenses in the amount of \$294.25 for services received on November 2 and December 8, 2016. Mr. Henderson's dental services were previously found to be medically necessary.

Motion by Member Baggett, second by Member Cook to approve the claim in the amount of \$294.25.

MOTION CARRIED UNANIMOUSLY. 4-0

c. Request for reimbursement of dental expenses in the amount of \$152.00 for services received on January 12, 2017.

Motion by Member Trout-Manuel, second by Member Baggett to approve the claim in the amount of \$152.00.

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MOTION CARRIED UNANIMOUSLY. 4-0

3. John Baker
Request for reimbursement of vision expenses in the amount of \$249.97 for services received on January 2, 2017.

Motion by Member Cook, second by Member Baggett to approve the claim in the amount of \$249.97.

MOTION CARRIED UNANIMOUSLY. 4-0

4. John Calkins
Request for reimbursement of vision expenses in the amount of \$270.00 for services received on December 15, 2016.

Motion by Member Trout-Manuel, second by Member Baggett to approve the claim in the amount of \$270.00.

MOTION CARRIED UNANIMOUSLY. 4-0

5. Robert Almy
Request for reimbursement of dental expenses in the amount of \$153.00 for services received on December 24, 2016. Mr. Almy did not receive dental expense reimbursement in 2016.

Motion by Member Cook, second by Member Trout-Manuel to approve the claim in the amount of \$153.00.

MOTION CARRIED UNANIMOUSLY. 4-0

6. Sammy Mulkey
Request for reimbursement of dental expenses in the amount of \$900.00 for services received on January 17, 2017. Mr. Mulkey has not received dental reimbursement in 2017.

Motion by Member Trout-Manuel, second by Member Cook to approve the claim in the amount of \$900.00.

MOTION CARRIED UNANIMOUSLY. 4-0

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7. Russ Vandver

- a. Request for reimbursement of dental expenses in the amount of \$1,226.00 for services received on December 16, 2016. Mr. Vandver did not received dental expense reimbursement in 2016.

Chair Kelly acknowledged receipt of a letter dated December 27, 2016, from Mr. Vandver's physician regarding the medical necessity of dental treatment.

Motion by Member Cook, second by Member Trout-Manuel to approve dental treatment for Mr. Vandver as a medical necessity.

MOTION CARRIED UNANIMOUSLY. 4-0

Motion by Member Cook, second by Member Trout-Manuel to approve the claim in the amount of \$1,226.00 due to medical necessity.

MOTION CARRIED UNANIMOUSLY. 4-0

- b. Request for reimbursement of dental expenses in the amount of \$114.00 for services received on December 12, 2016.

Motion by Member Trout-Manuel, second by Member Cook to approve the claim in the amount of \$114.00.

MOTION CARRIED UNANIMOUSLY. 4-0

8. Theodore Lindback

- a. Request for reimbursement of dental expenses in the amount of \$404.70 for services received on January 26, 2017.

See motion below in item 8(b).

- b. Request for reimbursement of dental expenses in the amount of \$160.55 for services received on January 19, 2017.

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Motion by Member Baggett, second by Member Cook to approve the above claims in the amount of \$404.70 and \$160.55.

MOTION CARRIED UNANIMOUSLY. 4-0

D. Other Discussion

a. Confidentiality.

Board Attorney Ruth reported to the Board on his discussions with members of other LEOFF Boards and attorneys for LEOFF Boards about the confidentiality of Board members as it relates to HIPAA laws and right to privacy as part of the agenda and minutes.

Attorney Ruth noted he believes there has been no disclosure of confidential information. He recommended the Board address the content of the agendas and minutes. He noted there is limited information released to Finance for payment of the claims. The Board Clerk confirmed only the claim form is forwarded to Finance as supporting documentation for claims; the physicians' statements are not copied for Finance and are held securely by the Board Clerk.

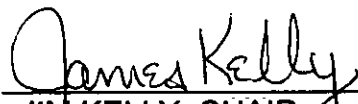
Board Attorney Ruth recommended removing either the names or medical information from future agendas and minutes.

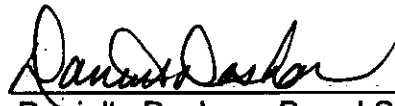
Upon further discussion, the Board recommended the Board Secretary develop a code or random number for each LEOFF member that will be substituted on the Board's agendas and minutes for each LEOFF member's name.

VI. ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 10:28 a.m.

APPROVED this 7th day of March, 2017.


JIM KELLY, CHAIR


Danielle Daskam, Board Secretary