

RECORD OF PROCEEDING February 7, 2019

MINUTES OF THE MEETING OF THE POLICE PENSION AND RELIEF BOARD

February 7, 2019

Members:

Commander Kathleen Bancroft
Ret. Detective Kenneth Harris (Not Present)
Detective Jeffrey Baran
Detective Tyson Worrell
Laura Wachter, Deputy Manager of Safety

Investigating Committee:

Technician Jeremy Casias (Not present)
Detective Mark Crider (Not present)
Sergeant Julie Wheaton (Not present)

Non-Members In Attendance:

Robert McDermott, Assistant City Attorney (Not Present)
Laura Hall, Safety Human Resources

The meeting convened at 10:47 a.m.

Quorum of members are in attendance and noted for minutes.

Review of October Minutes. Motion to approve minutes of the December 6, 2018 meeting by Commander Bancroft. Detective Baran seconded. VOTE: Passed with quorum; Detective Worrell abstained.

OLD BUSINESS:

1. 2019 Board Member Vote Results & Welcome
 - a. Welcome to our new board members- Detective Jeff Baran and Detective Tyson Worrell
 - b. Investigators- we have 3 that were on the board last year and previous years.
 - i. Laura Hall received no nominations, got several write-ins but the first four have declined the nomination and vote
 - ii. Requested other names
2. Pension Repayment Outstanding Amounts & Summary
 - a. Laura Wachter provided brief summary of history for the two new Board Members
 - b. Attached updated memo with current amounts and information.
 - c. Two updates:

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- i. One pensioner paid his outstanding amount in full in November for \$25,503.83
 - ii. Outstanding is down to 9 total
 - iii. The City Attorney's office is in the process of filing complaints for 8 delinquent pensioners. After they file, they will have to serve them, which their goal is to complete in the next couple weeks.
 - iv. There are no completed repayment plans entered since October- but they are working on one. The retiree applied for a hardship in 2017 and it was not processed through at the time. The hardship application is supported, so that is being worked on.
- d. Reminder: if the City is not able to collect the remaining funds, they will look to CLA firm for anything they are unable to collect from the retirees

3. Widow Process and Documentation

- a. Laura Hall updated the Widow Petition document that was approved via vote in December – it will be used going forward
 - i. Attached copy to minutes
- b. With the new petition the internal process was reviewed overall. The list of documents we require a widow to provide when a retiree passes away is lengthy.
 - i. Reached out to City Attorney and FPPA to determine what our responsibility to collect was. Rob McDermott said we need to reasonably establish the existence of a marriage to pay widow benefits. We will ask for the following for each retiree death, but the divorce decree or death cert of a prior spouse will only be asked for if the widow benefit is being contested by another possible spouse. No vote is required for updates as this is an internal HR process.
 - ii. Documents required:
 - Copy of survivors Driver's License
 - Copy of Death Certificate
 - Copy of survivor's Birth Certificate
 - Copy of Marriage Certificate
 - Original Direct Deposit Form with voided check
 - Original W-4P Form
 - W-9
 - Original Local Defined Benefit Plan Form – Complete Section E
 - *Copy of Divorce Decree/Death Certificates (from previous marriages)- only necessary if known spouse is being contested*

4. 2018 Census update

- a. Laura Hall provided summary of what the Census is and why we asked members for it to the new Board Members
- b. For Police- mailed to 996 retirees and widows
- c. 821 confirmed as replied or passed away in intervening time period, missing 175 for an 85% return rate
- d. Sent changes to FPPA on address, POA's, etc. in December and January
- e. Waiting for the DPRA roster to confirm any others that didn't respond. After that, Laura Hall will send the remainder to FPPA so they can put it through their systems.

- f. Updating HR systems from these will be an ongoing process – currently going into Access database but eventual goal is to have all retirees in Workday system with the City

WIDOW PETITIONS:

The following widow petitions were presented for consideration.

Inge Brand's petition for widow benefits, related to Detective Gerald Denney, P61031.

Debra Elbeck's petition for widow benefits, related to Patrolman Michael Elbeck, P75026.

Heather Coogan's petition for widow benefits, related to Police Chief Thomas Coogan, P60007.

Janet Black's petition for widow benefits, related to Sergeant Dale Spence, P74004.

Bronita Johnson's petition for widow benefits, related to Technician Clyde Johnson, P61046.

After discussion:

MOTION: Motion to **APPROVE** the widow petitions made by Commander Bancroft and seconded by Detective Baran. **VOTE:** Passed by unanimous vote.

NEW BUSINESS:

1. Rank Escalation Calculations

- a. Pension Plan Administrator Laura Hall confirmed initial calculation- engaged outside firm to confirm calculation, a recommended actuary out of Boston
- b. All new monthly pension amounts were sent to FPPA at the end of December, reviewed and started paying on January 18th
- c. FPPA sends Laura Hall a confirmation at the end of January, she will return by end of February
- d. Last meeting a suggestion made to write-up rank escalation process- Laura Hall did so, provided copies at the meeting. Process is very detailed, highlights are:
 - i. Direction #1- updating widows throughout the year, rather than going back and updating all of them at the end of the year
 - ii. Update VLOOKUP formula that pulls in the new salaries with the new spreadsheet
 - iii. Laura Hall will create the new salary tables in October from the CBA- all Old Hires are retired so that will be the only change from year-to-year moving forward
 - iv. All instructions are saved in the Shared Drive for Safety HR
- e. Discussion of one possible error found on rank escalation. A 1/3 widow showed differently than the other remaining 1/3 widows- but no explanation for the difference was found. It was recommended to reach out to various Old Hire retirees for more insight on issue. More to come at next meeting.

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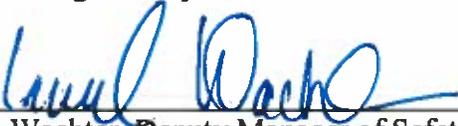
2. Confidentiality Agreements

- a. Rob McDermont updated the general DPD agreement.
- b. Active DPD board members signed. Laura Wachter abstained as she is employed by Department of Safety, not DPD.
- c. Uploaded all signatures/documents to Safety HR shared drive for record keeping purposes.

The next regularly scheduled meeting will be held on Thursday, April 4, 2019 at 11:15 a.m.

MOTION: A motion to adjourn was made by Commander Bancroft and seconded by Detective Baran. The motion carried unanimously.

The meeting was adjourned at 11:40 a.m.



Laura Wachter, Deputy Manager of Safety
Appointed Chair, Police Pension and Relief Board

By signing below, the Secretary hereby certifies the above minutes were reviewed and approved by a majority vote of the Pension Board members at a regular meeting held on April 4, 2019.

ATTESTED TO:



Laura Hall, Secretary

To: Old Hire Police Pension Board
From: Laura Hall, Pension Plan Administrator, Safety Human Resources
Date: February 7, 2019
Re: Pension Repayment Outstanding Amounts and Summary

228 pensioners were initially overpaid by approximately \$1,132,000. The City has now recovered a significant portion of that amount. The uncollected amount, \$344,460.21 is comprised of:

- \$99,753.45 in discounts given to early payors to encourage repayment
- \$149.40 overpayment amount that the City will not be pursuing in litigation due to the small amount
- \$267,519.58 in uncollected overpayments...
 - Two of the beneficiaries have passed away, totaling \$35,443.22, of which the City will not be pursuing the estates for these amounts.
 - An additional pensioner passed away on 3/5/2018 with no surviving spouse (█), who owed \$22,962.22.

In November 2018, one pensioner executed a repayment totaling \$25,503.83. The amount that the City is still pursuing stands at \$118,670.47.

- Eight of the remaining delinquent pensioners and beneficiaries have not indicated a willingness to enter into repayment plans. The City is in the process of filing complaints for these individuals. Once they file, they will serve them, hopefully within the next two weeks.
- One of the remaining delinquent pensioners has re-submitted hardship documentation and discussions are in progress.

Name (REDACTED)	Outstanding Amount
█	\$13,300.64
█	\$7,512.00
█	\$4,006.99
█	\$10,867.77
█	\$2,290.01
█	\$3,267.30
█	\$12,613.84
█	\$27,885.43
█	\$36,926.49
TOTAL	\$118,670.47