



**EDMONDS' DISABILITY BOARD**  
**Meeting Minutes**  
**Regularly Called Meeting**  
**10/29/2019**

**MEMBERS PRESENT:**

Ken Jones, Chair  
 Gary McComas, Board Member  
 Dave Teitzel, Council Member  
 Diane Buckshnis, Council Member  
 Jim Distelhorst, Citizen-At-Large

**STAFF PRESENT:**

Emily Wagener, Human Resources Analyst  
 Sharon Cates, City Attorney

**MEMBERS OF THE PUBLIC PRESENT:**

None

**CALL TO ORDER:**

Chair Ken Jones called the meeting to order at 10:02 am.

**INFORMATION**

Chair Jones explained that the Council appointments will be up at the end of the year (2019) and it will be up to the Mayor to appoint the new board members from Council.

**APPROVAL OF MINUTES:**

**Council Member Diane Buckshnis moved to approve the minutes from the regularly scheduled 7/29/2019 meeting. Citizen-At-Large Jim Distelhorst seconded the motion. The motion carried.**

**DISCUSS AND APPROVE CLAIMS SUMMARY REPORT**

Chair Jones introduced the claims summary report for the third quarter of 2019.

<b>Summary of Current Costs</b>	<b>07/01/2019- 09/30/2019</b>	
<b>SERVICE</b>	<b>Number of Claims</b>	<b>Total Paid for Service</b>
Long Term Care	7	\$ 50,697.21
Medical Services	5	\$ 1,128.47
Medicare Premium	1	\$ 1,320.00
Other	1	\$ 40.14
Prescription	9	\$ 2,228.57
<b>Grand Total</b>	<b>23</b>	<b>\$ 55,414.39</b>

Chair Jones mentioned that this year's summary was within a couple hundred dollars of the previous year's third quarter summary. Council Member Dave Teitzel asked about LTC claims 49 and 57 which were for an identical amount and 63 which was for about \$300 less but for the same member. HR Analyst Emily Wagener responded and indicated that she was not aware of the specifics but could research it for the board and get back to them<sup>1</sup>.

<sup>1</sup> Ms. Wagener confirmed later via email on 11/29/19 that the discrepancy was because these claims were billed on a daily rate. Claim 49 and 57 were for months with 31 days and claim 63 billed for a 30 day month.

Ms. Wagener shared that the Fireman's Pension: Pension & Disability budget was still over-budget by \$50,000 and she confirmed that the budget amendment went through successfully but the funds were put to the Fireman's Pension: Reimbursement budget which shows under-budget by more than \$50,000. Ms. Wagener continued that the bottom-line-budget was OK. Council Member Buckshnis asked if the budget was to be re-calculated. Ms. Wagener explained that finance indicated it was not necessary<sup>2</sup>. There was some additional discussion among the board about this issue.

**Council Member Teitzel made a motion to approve the claims summary for the period 07/01/2019 - 09/30/2019 in the amount of \$55,414.39. Council Member Buckshnis seconded the motion. The motion carried.**

**C. REVIEW/DISCUSSION OF A LEOFF 1 MEMBER'S PRIOR REIMBURSEMENT REQUEST FOR A "COMMUNITY FEE".**

Council Member Teitzel mentioned that at the previous meeting this was discussed in the terms of needing to understand what it (the community fee) exactly is. Ms. Wagener agreed and added that the board wanted to know if the fee was refundable, which it is not. There was discussion among the board about what this fee involved and the board determined it was more of an administrative fee not related to care, but still required by some facilities for move-in. Council Member Buckshnis asked if these types of fees had been approved in the past. Ms. Wagener indicated she was not aware of similar prior approvals since she had started working with the Disability Board in 2017.

Chair Jones explained that he believed the board needed to reimburse the fee since it is really part of the cost of care at this particular facility. Council Member Teitzel noted that he would be more concerned if this was a more expensive facility also charging this fee, but because it is a lower-cost facility it is not quite as concerning. Ms. Wagener confirmed that nothing had been paid towards this fee as it was pending board approval. There was additional discussion among the board regarding the community fee and cost savings from the member switching to a lower-cost facility.

**Chair Jones made a motion to approve this LEOFF 1 member's \$3,000 community fee. Council Member Teitzel seconded. The motion carried.**

Council Member Buckshnis expressed interest in making changes to the long term care policy in the future and recommended bringing it forward sometime in 2020 for review.

**D. REVIEW/DISCUSSION OF LEOFF 1 MEMBER'S DENTAL EXPENSES: ONE-TIME \$1,055 AND ONGOING \$465 PER YEAR.**

Chair Jones explained that this member's expenses exceeded the policy amounts and that upon going through the paperwork he just did not see documentation for medical necessity. Citizen-At-Large Jim Distelhorst agreed that he also did not see documentation for medical necessity. There was some discussion among the board regarding the request and the documentation that was submitted. Council Member Teitzel asked if this kind of work had been reimbursed before. Ms. Wagener explained that she was not aware of requests for dental reimbursement to this degree in the past, but she could research it if the board wanted. The board did not indicate an interest in further research into this inquiry.

Board Member Gary McComas brought up dental services in general and how dental health is important to the whole body and that the board had discussed this before. There was some additional discussion among the board about how dental cleanings are generally being increased to three times

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<sup>2</sup> Per Assistant Finance Director Dave Turley at Finance Director Scott James' recommendation. (email communication)

per year instead of only two for many patients. Ms. Wagener confirmed that the board's policy amount would cover about one cleaning per year and that the LEOFF 1 members do not have dental coverage. Council Member Buckshnis recommended taking a look at this policy later on. There was some additional discussion among the board about the Dental policy and how it effects members and their overall health.

**Council Member Teitzel made a motion to cover the one-time cost of \$1,055 and that we continue to cover the annual services per the policy amount of \$175 per year. Board Member McComas Seconded. The motion carried.**

There was some additional conversation about a member's ability to either purchase their own dental coverage or if the City could purchase coverage for them. Ms. Wagener explained that the policy indicates that the annual amount can be spend on any dental service charge which would include an individual insurance plan and also that based on a quote obtained earlier this year it was not cost effective for the City to purchase dental coverage for the members. The board discussed and agreed that this policy should be brought forward for further discussion at the Quarter 1 meeting in 2020.

**E. REVIEW/DISCUSSION OF LEOFF 1 MEMBER'S REQUEST FOR REIMBURSEMENTS FOR QUALIFIED EXPENSES SUBMITTED OUTSIDE THE 12-MONTH WINDOW.**

Chair Jones indicated that there were some personal and family issues suffered by this member that did not allow them to submit their reimbursements timely and that they are requesting an extension in order to allow for reimbursement. There was a brief discussion among the board regarding the request.

**Chair Jones made a motion that, due to the extenuating circumstances, the board reimburse the member for the \$2,076.74 in late reimbursement requests. Council Member Teitzel seconded. The motion carried.**

**F. Notice of Possible future need for Long-Term-Care services for another member**

Ms. Wagener explained to the board that HR Assistant Carly Derrick had been contacted by a LEOFF 1 member's spouse about potentially needing LTC assistance in the future. Ms. Wagener continued to explain that resources were offered and the policy was explained in detail and that this was meant as a notification to the board, no action was necessary at this time.

**G. Notice of Member's Passing**

Chair Jones mentioned that this member was a fireman here (in Edmonds) for many years and was a member of the Disability Board for many years as well and was a wonderful person.

**OTHER**

Citizen-At-Large Distelhorst asked if the survey results regarding direct payment of medical bills was ever received. Chair Jones confirmed that no results have been released although he knew a survey went out and that he would check into that and see what he could find.

There was some discussion about holding the meeting towards the end of January. Citizen-At-Large Distelhorst made a recommendation that the board wait to schedule the meeting until after the new appointments are set by the Mayor in early 2020. The board agreed.

**Chair Jones adjourned the meeting at 10:37 AM.**