



City of Bellevue
Human Resources Department

Date: July 5, 2016
To: LEOFF 1 Disability Board members
From: Paula Dillon x 7198, Human Resources
RE: Tuesday, July 12, 2016 Regular Meeting

Please review the attached Agenda packet for the upcoming LEOFF 1 Disability Board meeting on Tuesday, July 12, 2016. The meeting will be held in Room 1E-118.

Attachments

Distribution List

Disability Board Members:

Susan Neiman, Chair
Lynne Robinson, Councilmember
Vandana Slatter, Councilmember
Wayne Bergeron, Fire Department
Bryan Reil, Police Department

Other Copies:

Siona Windsor, City Attorney's Office
Kerry Sievers/Julie Howe, Human Resources
Paula Dillon, Human Resources
Sandra Nunnelee, Council Coordinator
Michelle Luce, Council Coordinator
Mark Risen, Fire Department
Steve Mylett, Police Department
Michelle Cash, Minutes taker – without attachments



City of Bellevue

Disability Board

Agenda Regular Meeting
City Hall, Conference Room 1E-118

Date: Tuesday, July 12, 2016

Time: 5:30 pm Administrative Meeting
6:00 pm Business Meeting

- I. Call to Order**
- II. Roll Call**
- III. Public Comment**
- IV. Approval of Minutes of Regular Meetings, April 5, May 3 & June 7, 2016**
- V. Consideration of Applications for Disability Allowances**
 - A. Applications for Disability Allowances**
 - 1) Fire Department**
 - B. Applications for Disability Allowances Greater than 1 month**
 - 1) Fire Department**
- VII. Consideration of Medical Claims**
 - A. Routine claims**
 - B. Special claims**
 - C. Pre-Approved Recurring Long-Term Care Claims**
- VI. Staff Reports**
- VII. New Business**
- XI. Unfinished Business**
- X. Announce Date & Time of next meeting: Tuesday, August 2, 2016**
- XI. Adjournment**

**CITY OF BELLEVUE
LEOFF 1 DISABILITY BOARD
Meeting Minutes**

April 5, 2016
5:30 p.m. – Administration
6:00 p.m. – Business Meeting

Conference Room 1E-118
Bellevue City Hall

MEMBERS PRESENT: Chairperson Susan Neiman
Boardmember Wayne Bergeron
Boardmember Bryan Reil
Councilmember Lynne Robinson

MEMBER ABSENT: Councilmember Vandana Slatter

OTHERS PRESENT: Paula Dillon, Human Resources
Siona Windsor, City Attorney’s Office

MINUTES TAKER: Michelle Cash

I. CALL TO ORDER

The meeting was called to order at 6:04 p.m. by Chair Neiman.

II. ROLL CALL

A quorum was present.

III. PUBLIC COMMENT

None.

IV. APPROVAL OF MINUTES

Motion by Boardmember Reil and second by Boardmember Bergeron to approve the March 1, 2016 LEOFF 1 Disability Board meeting minutes as presented. Motion carried unanimously (4-0).

V. CONSIDERATION OF APPLICATIONS FOR DISABILITY ALLOWANCES

A. Applications for Disability Allowances

Motion by Boardmember Bergeron and second by Councilmember Robinson to approve the Disability Allowances as presented. Motion carried unanimously (4-0).

B. Applications for Disability Allowances Greater than 1 month

None.

VI. CONSIDERATION OF MEDICAL CLAIMS

A. Routine Claims

Motion by Boardmember Bergeron and second by Boardmember Reil to approve the Routine Claims as presented. Motion carried unanimously (4-0).

B. Special Claims

Motion by Councilmember Robinson and second by Boardmember Bergeron to approve the Special Claims as presented.

Councilmember Robinson questioned if Member #58 has researched options for in-network physicians. Ms. Dillon clarified that the Member has explained that there are not any in-network physicians that have an office near the Member that meets the Member's needs.

At the question, motion carried unanimously (4-0).

C. Pre-Approved Recurring Long-Term Care Claims

The pre-approved recurring long-term care claims were reviewed and included in the Board packet.

VII. STAFF REPORT

None.

VIII. UNFINISHED BUSINESS

None.

These minutes are in DRAFT form until approved by the LEOFF 1 Disability Board.

IX. NEW BUSINESS

None.

X. ANNOUNCE DATE & TIME OF NEXT MEETING

The next Disability Board meeting will be held on May 3, 2016.

XI. ADJOURNMENT

By general consensus, the meeting was adjourned at 6:19 p.m.

**CITY OF BELLEVUE
LEOFF 1 DISABILITY BOARD
Meeting Minutes**

May 3, 2016
5:30 p.m. – Administration
6:00 p.m. – Business Meeting

Conference Room 1E-118
Bellevue City Hall

MEMBERS PRESENT: Chairperson Susan Neiman
Councilmember Lynne Robinson
Councilmember Vandana Slatter

MEMBERS ABSENT: Boardmember Wayne Bergeron
Boardmember Bryan Reil

OTHERS PRESENT: Paula Dillon, Human Resources
Siona Windsor, City Attorney’s Office

MINUTES TAKER: Michelle Cash

I. CALL TO ORDER

The meeting was called to order at 6:09 p.m. by Chair Neiman.

II. ROLL CALL

A quorum was present.

III. PUBLIC COMMENT

None.

IV. APPROVAL OF MINUTES

Approval of the April 5, 2016 meeting minutes was postponed due to a lack of quorum.

V. CONSIDERATION OF APPLICATIONS FOR DISABILITY ALLOWANCES

A. Applications for Disability Allowances

Motion by Councilmember Slatter and second by Councilmember Robinson to approve the Disability Allowances as presented. Motion carried unanimously (3-0).

B. Applications for Disability Allowances Greater than 1 month

None.

VI. CONSIDERATION OF MEDICAL CLAIMS

A. Routine Claims

Motion by Councilmember Robinson and second by Councilmember Slatter to approve the Routine Claims as presented. Motion carried unanimously (3-0).

B. Special Claims

Motion by Councilmember Robinson and second by Councilmember Slatter to approve the Special Claims as presented.

Councilmember Robinson called attention to Member #58's claim. The Member's physician prescribed a medication called "Deplin" for the Member. Express Scripts denied covering the medication, since it is considered a food product. Councilmember Robinson recommended that the claim be denied and that the Member submit the claim to Premera.

Ms. Windsor reviewed the Disability Board Policies & Procedures, specifically Item IV.1.b and Item IV.7 noting that the Board needs to determine if the claim is medically necessary. If the claim is denied by Premera, then the Member may submit the claim to the Board for consideration.

Although Member #58 received a verbal denial of the claim from the pharmacist, the claim was not submitted/processed through the insurance company.

Boardmembers discussed Member #21's claim. Ms. Dillon noted that the Member was recently hospitalized for pneumonia and needed a feeding tube. The Member's needs were reassessed on 04/01/16 and it was determined that the Member needs more care. The Member's care points increased from 34 points (\$340 per month) to 276 points (\$2,760 per month). The Member's updated care assessment was included in the Board packet. Ms. Dillon noted that the new monthly rate for Member #21 would be \$6,160. However, the Board maximum for assisted living in 2016 is \$6,000 per month. Ms. Dillon clarified that the Member will pay the remaining balance.

Boardmembers discussed Member #65's claim. Ms. Dillon noted that the Member is taking a compound medication. One of the ingredients is no longer covered under Premera's compound formulary. The claim is the charge for that part of the medication. Boardmembers asked the following questions:

- What has changed in the compounding?
- Did the Member visit a different pharmacy?
- Is the drug no longer covered or did the compound change?

At the question, motion carried unanimously (3-0) to approve the claims for Members #123 and #21; and to deny the claims for Members #58 and #65 pending further information. Boardmembers requested an Explanation of Benefits statement from Member #58. If the Member's claim is denied, then the Member needs to submit an explanation of medical necessity from the Member's physician and explain why the prescription is a medicine or drug, as provided by the statute. Boardmembers requested additional information from Member #65 regarding the compound formula and why the claim was denied.

C. Pre-Approved Recurring Long-Term Care Claims

The pre-approved recurring long-term care claims were reviewed and included in the Board packet.

Boardmembers requested that staff follow-up with Member #9's family to request additional information regarding the Public Comment request that was made at the February 2, 2016 LEOFF 1 Disability Board meeting. Ms. Dillon clarified that Member #9's claim is currently within the allowable amount.

VII. STAFF REPORT

None.

VIII. UNFINISHED BUSINESS

A. Amendment to Board Policy Manual

Ms. Dillon reminded Boardmembers that a motion was approved at the March 1, 2016 Board meeting to direct staff to send to LEOFF 1 Members a copy of the draft amendment adding a new Paragraph 11 and 12 to Section V of the 2014 Restated Disability Board Policy and Procedure Manual. This amendment added verbiage related to reconsideration and appeal process for Board decisions on claims that are denied as not duty related. As part of the process, this information was sent to Members for questions/comments. Ms. Dillon noted that the only comment that was received stated "looks good to me!"

Motion by Councilmember Robinson and second by Councilmember Slatter to amend the 2014 Restated Disability Board Policy and Procedure Manual to add two new paragraphs to Section V. A new Paragraph 11 provides a process for requesting the Board reconsider its denial that disability leave is duty related. A new Paragraph 12 adds that a Member has 30 days to appeal to the King County Superior Court (and 30 days to serve the appeal) from the Board's written notice of denial that disability leave is duty related. Motion carried unanimously (3-0).

IX. NEW BUSINESS

None.

X. ANNOUNCE DATE & TIME OF NEXT MEETING

The next Disability Board meeting will be held on June 7, 2016.

XI. ADJOURNMENT

By general consensus, the meeting was adjourned at 6:37 p.m.

**CITY OF BELLEVUE
LEOFF 1 DISABILITY BOARD
Meeting Minutes**

June 7, 2016
5:30 p.m. – Administration
6:00 p.m. – Business Meeting

Conference Room 1E-118
Bellevue City Hall

MEMBERS PRESENT: Boardmember Wayne Bergeron
Boardmember Bryan Reil
Councilmember Vandana Slatter

MEMBERS ABSENT: Chairperson Susan Neiman
Councilmember Lynne Robinson

OTHERS PRESENT: Paula Dillon, Human Resources
Siona Windsor, City Attorney’s Office

MINUTES TAKER: Michelle Cash

I. CALL TO ORDER

The meeting was called to order at 6:05 p.m. by Mr. Bergeron.

II. ROLL CALL

A quorum was present.

III. PUBLIC COMMENT

None.

IV. APPROVAL OF MINUTES

Approval of the April 5, 2016 and May 3, 2016 meeting minutes was postponed due to a lack of quorum.

V. CONSIDERATION OF APPLICATIONS FOR DISABILITY ALLOWANCES

A. Applications for Disability Allowances

Motion by Boardmember Reil and second by Councilmember Slatter to approve the Disability Allowances as presented. Motion carried unanimously (3-0).

B. Applications for Disability Allowances Greater than 1 month

None.

VI. CONSIDERATION OF MEDICAL CLAIMS

A. Routine Claims

Motion by Boardmember Reil and second by Councilmember Slatter to approve the Routine Claims as presented. Motion carried unanimously (3-0).

B. Special Claims

Motion by Councilmember Slatter and second by Boardmember Reil to approve the Special Claims as presented.

Councilmember Slatter called attention to Member #58's claim. Boardmembers viewed the information included in the Board packet and determined that the information demonstrated the medical necessity of the claim.

At the question, motion carried unanimously (3-0) to approve the Special Claims as presented.

C. Pre-Approved Recurring Long-Term Care Claims

Ms. Dillon reported that Member #9's representative informed staff that the Member recently had a severe stroke. The Member's representative is evaluating the current situation and level of care. The Member's representative withdrew the request that was made at the February 2, 2016 LEOFF 1 Disability Board meeting for eight months payment for care. Ms. Dillon requested that this notification be sent in writing so that it can be included into the record for the Member.

VII. STAFF REPORT

With deep regret, Ms. Dillon informed Boardmembers that Member #132 passed away on May 16, 2016.

VIII. UNFINISHED BUSINESS

None.

IX. NEW BUSINESS

None.

X. ANNOUNCE DATE & TIME OF NEXT MEETING

Motion by Boardmember Reil and second by Councilmember Slatter to change the July Disability Board meeting from July 5, 2016 to July 12, 2016 due to the 4th of July holiday. Motion carried unanimously (3-0).

XI. ADJOURNMENT

By general consensus, the meeting was adjourned at 6:22 p.m.