



**City of Cincinnati Retirement System
Benefits Committee
Minutes**

August 28, 2008 2:00 PM
Committee Room B

The Chair declared a quorum and the meeting was called to order: 2:05 PM

Present:

Michael Rachford, Chair
Brian Pickering, Vice Chair
Michael Fehn
Donald Beets

Staff present:

Keith Giles
John Boudinot

Cheryl Volk, Recorder

Approval Of Minutes

Minutes from the August 7, 2008 Benefits Committee were submitted for approval. B. Pickering recommended the minutes provide more clarity regarding disability cases. B. Pickering made a motion to accept the minutes with revisions. M. Fehn seconded the motion and the motion was carried by the committee.

PENDING BUSINESS

Purchases of Out-of-State and Federal Service - Ordinance

Roshani Hardin of the Solicitor's Office presented a legal opinion on the proposed revisions.

- Ordinance was reviewed to identify revisions and corrections.

Committee Action

B. Pickering made a motion to approve the final draft of the Ordinance. M. Fehn seconded the motion and the motion passed. Submit Ordinance to the September 5, 2008 Board of Trustees meeting for approval.

Medical Records Retention

Members discussed the CRS Benefits Committee's responsibility for appropriate handling of medical records. Develop a procedure for maintaining confidentiality and security of medical records.

After review of the options available, members agreed on the following steps:

1. Recollect medical records after review. Records to remain on premises
2. Store medical records separately from applicant's file
3. Develop electronic filing system for medical records -accessible only with password.
4. Only authorized personnel may have access to medical records.
5. Add 'medical records' to the department record retention policy

Administration to develop policy.

Deferred Retirements with Loan Balance

Tabled until next Benefits Committee meeting, September 5, 2008.

OPERS Credit Transfer To CRS

Employee, Andy Carter, attended the meeting to request consideration of his request to transfer OPERS time to CRS in order to qualify for health-care benefits. Mr. Carter explained that he was improperly informed by CRS years ago that he could not transfer his time from OPERS to CRS. The committee heard Mr. Carter's appeal and determined the May 29th Benefit Committee's decision was final.

Leave Without Pay

B. Pickering introduced excerpts from the Ohio Revised Code for the purchase of service credit for leave of absence, pregnancy, or adoption. The original concern was for women who have extended leaves of absences due to pregnancy. B. Pickering suggested review of the PERS policy. B. Pickering agreed to research the topic further and present findings at future Benefits Committee.

Eligible Family Members for the CRS Health Insurance

Topic was tabled until the next meeting of the Benefits Committee, September 5, 2008.
Place item first on agenda.

Motion made by B. Pickering and seconded by M. Fehn to adjourn the meeting. Motion was passed and meeting was adjourned 4:10 P.M.