



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

October 30, 2008 2:00 PM
Committee Room B

The Chair declared a quorum and called the meeting to order: 2:03PM

Present:

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

Staff present:

John Boudinot
Cheryl Volk, Recorder

Absent

Approval of Minutes

Minutes from the October 2, 2008 Benefits Committee were submitted for approval. D. Beets made a motion to accept the minutes. Motion was seconded by M. Fehn and the motion was passed.

Benefits Committee Calendar: 2009

Members agreed on the following changes to the Benefits Committee calendar:

Two meetings per month:

- First Thursday of the month prior to Board meeting:
Two-hour meeting with start-times alternating between 10 AM and 12PM to accommodate the Investment Committee schedule.
- Last Thursday of month:
Four-hour meeting beginning at 12PM

Governance Schedule

Benefits Committee is responsible for providing annual reports to the Board concerning seven CRS processes. Administration will work with committee members to develop policies and procedures for each process. Benefits Committee to submit a report for acceptance to the Board of Trustees in December 2009.

PENDING BUSINESS

Appeal Updates

Diane Langhorst: The Court of Appeals dismissed Ms. Langhorst's mandamus action. The administrative appeal of the CRS Board's decision remains pending with Magistrate. Parties to receive briefing within a week.

Joseph Perkins: The Magistrate ruled in city's favor in the administrative appeal, affirming the CRS Board's decision. Mr. Perkins has 14 days to file objections.

Service Credit Purchase for Time Spent on Pregnancy or Adoption

Members reviewed the proposal and agreed to consider expanding the service credit purchase to all employees with unpaid leave of absence, except those with leaves due to disciplinary action. The proposal would provide an ability to purchase service credit for up to one year due to authorized, unpaid leave of absence. The minimum amount of leave purchased must be at least 160 work hours.

Additional conditions and requirements are contained within the draft. B. Pickering to provide a revised proposal to members for further discussion at the November 6th meeting.

Deferred Retirement with Loans

The draft of the Ordinance was submitted for review. Members concurred the Ordinance was ready for approval.

Committee Action

D. Beets made a motion to approve the Ordinance as submitted. M. Fehn seconded the motion and the motion was passed. Ordinance to be submitted to the Board of Trustees for acceptance November 6, 2008.

Medical Records Retention

Members reviewed the draft of the CRS Record Retention Policy and recommended minor revisions. Questions surfaced about the scanning and shredding processes. The assignment of those specific duties to a designated person (position) in the office should help protect data and assure confidentiality.

Legal opinion needed to determine the correct policy terms for:

1. The personnel (position) assigned to the scanning/shredding duties etc.
2. The management position responsible for policy compliance.

Administration to obtain legal opinion and present draft back to the committee for review.

Eligible Family Members for the CRS Health Insurance

M. Fehn presented a draft of eligibility requirements for CRS health insurance. Members discussed some of the criterion for eligibility, including defining "eligible child."

Obtain legal consultation concerning retroactive application of policy. Questions were raised about divorce and the retiree's ability to change the optionee. Administration to provide clarification.

M. Fehn to update the draft for members to review prior to next meeting of the Benefits Committee. Review updated draft at next meeting of the Benefits Committee, November 6, 2008.

Motion made by M. Fehn and seconded by D. Beets to adjourn the meeting. Motion was passed and the meeting was adjourned at 4PM.