

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

October 7, 2014
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 Lynne Robinson
Councilmember John Stokes

MEMBER ABSENT: Chairperson Susan Neiman

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

MINUTES TAKER: Michelle Cash, *via recording*

I. CALL TO ORDER

The meeting was called to order at 6:12 p.m. by Boardmember Bergeron.

II. ROLL CALL

III. APPROVAL OF MINUTES

Approval of the August 5, 2014 and the September 3, 2014 meeting minutes was postponed due to a lack of quorum.

IV. APPROVAL OF AGENDA

Motion by Councilmember Robinson and second by Councilmember Stokes to amend the proposed meeting agenda with the following additions:

New Business:

- A. Change the Long-Term Care Policy Rate Source**
- B. Adopt 2014 Policy & Procedure Manual**
- C. Out-of-Network Claims**

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

V. CONSIDERATION OF APPLICATIONS FOR DISABILITY ALLOWANCES

A. Applications for Disability Allowances

None.

B. Applications for Disability Allowances Greater than 1 month

None.

VI. CONSIDERATION OF MEDICAL CLAIMS

A. Routine Claims

Motion by Councilmember Stokes and second by Boardmember Reil to approve the Routine Claims as presented.

Councilmember Robinson questioned if the eyeglass claim amount for Member #112 was more than the allotted amount for eyeglass frames/lenses. Ms. Dillon clarified that members are allowed \$200 toward frames in a 24 month period; lenses are allowed annually and do not have a limit.

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

B. Special Claims

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

Councilmember Robinson requested clarification regarding Member #1's charges for transportation to/from a care facility and the Member's doctor's office. Ms. Dillon explained that the Member's primary insurance and Medicare did not cover the claim. The LEOFF 1 policy states that ambulance trips will be covered to transport members to/from the hospital. Ms. Dillon added that there was a Cabulance claim in 2005 that the Board approved; and a Cabulance claim in 2009 that the Board denied.

Councilmember Robinson expressed her concern with Members filing claims without preapproval or knowing whether or not the claim will be covered.

Boardmember Reil suggested that an all-hands meeting be held to allow members to ask questions and discuss concerns. Councilmember Robinson favored this concept so LEOFF 1 Members could be better informed.

If an all-hands meeting is held, Ms. Windsor suggested that Boardmembers develop some options the Board is considering and the reasons why so that there can be a structured discussion. If there is a structured all-hands meeting, Boardmember Reil suggested that the agenda include time for a general discussion.

In regards to Member #1's claim, Councilmember Robinson questioned if other transportation options were available to the Member. Ms. Dillon clarified that Member #1 has used both a Cabulance service and the Member's care facility transportation. Boardmember Reil thought that the Member should have investigated the transportation expenses and options prior to the appointment so unnecessary costs were not incurred. As a transportation alternative, Councilmember Robinson suggested Access transportation.

At the question, motion carried unanimously (4-0) to deny the Special Claims as presented.

VII. PRE-APPROVED RECURRING LONG-TERM CARE CLAIMS

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

VIII. STAFF REPORT

Ms. Dillon reported that Member #89 will be taking a Service Retirement, effective October 9, 2104.

IX. NEW BUSINESS

A. Change the Long-Term Care Policy Rate Source

Ms. Dillon explained that the Board has used the MetLife Market Survey of Nursing Home & Home Care Costs to determine the Long-Term Care Policy rates for the upcoming year, since 2007. In 2013, MetLife did not produce the survey, so Boardmembers chose to keep rates the same in 2014 as they had been in 2013. Ms. Dillon added that at the time the Board adopted the Long-Term Care Policy there was another survey that was considered, which was the Genworth Cost of Care Survey. At that time, the MetLife survey was chosen over the Genworth survey because it was conducted later in the year, closer to the time the Board would be determining rates for the upcoming year. However, many facilities set their rates on January 1 for the year, so there would not be a difference in the rate results between a survey conducted in March and a survey conducted in August of the same year. Staff researched other Long-Term Care cost comparison websites and found that some of them use the Genworth study as the basis for their findings, including the Administration on Aging website.

Since the MetLife Market Survey is no longer published, Ms. Dillon outlined the proposed changes for the Long-Term Care policy, including:

C. Long-Term Care Reimbursement

- 1. Policy: The Disability Board has studied how to contain escalating costs associated with Long-Term Care expenses. The LEOFF statute provides that a LEOFF 1 member is entitled to reimbursement for the medically “reasonable charges” incurred for Long-Term Care (LTC). The Board has determined that it is appropriate to establish a cap on reimbursing LTC charges that represent a reasonable charge for these services. This cap is based on ~~The MetLife market Survey of Nursing Home & Home Care Costs~~ **The Genworth Cost of Care Survey**, a nationally recognized survey of average costs for LTC adjusted annually in ~~September~~ **March** of each year. The survey provides average costs by geographic region. For services listed in the survey the Board will reimburse up to 120% of average cost for the geographic region in which the member lives. The cap may be adjusted based on a periodic survey conducted by staff.*

- 2. Rates: In ~~October~~ **November** of each year, members will be notified by mail of the maximum reimbursement rate for the Puget Sound region that will apply in the following year. The average daily total cost for Home Health Care that will be reimbursed shall not exceed the average daily rate for a Skilled Nursing Facility. If the member lives outside the Puget Sound region they would need to contact the Disability Board staff assistant for the rates for their area.*

The maximum reimbursement for the following Long-Term Care facilities are:

- a) Assisted Living Facility (one bedroom unit)*
- b) Skilled Nursing Facility (semi-private room)*
- c) Home Health Care Reimbursement (home health aide)*

Motion by Councilmember Robinson and second by Boardmember Reil to make an administrative amendment to Section IV 2 C 1 & 2 (Long-Term Care Reimbursement) of the City of Bellevue Disability Board Policies and Procedures Restated: October 2008 to replace The MetLife Market Survey of Nursing Home & Home Care Costs with the Genworth Cost of Care Survey for establishing rates, since the MetLife Market Survey is no longer published. Motion carried unanimously (4-0).

B. Adopt 2014 Policy & Procedure Manual

Councilmember Robinson requested that stickers with larger numbers be placed on the insurance cards stating the number members should call for preapproval. Ms. Dillon will research this request.

Ms. Dillon reviewed the amendments that have been made to the City of Bellevue Disability Board Policies and Procedures Manual, since it was last restated in 2008. These amendments include the following:

Section II. 1. – Regular Meetings – adopted 02/01/11

The Disability Board holds regular meetings on the first Tuesday of each month, at Bellevue City Hall, beginning at 6:00 p.m. In the event the regular meeting day is a holiday, the meeting is moved to the following Tuesday.

Section II. 11. – Canceled Meetings – adopted 05/01/12

The Chair of the Disability Board or his/her designee may cancel a regularly scheduled Disability Board meeting with 24 hours notice where the Board has no necessary actions to take at a regularly scheduled meeting or for other reasons related to public health, safety, or for good reasons making a meeting impossible or impractical. Notice of a canceled meeting shall be given on the Disability Board website <http://www.bellevuewa.gov/leoff-1-disability-board.htm>.

Section IV. 2. C. 1 & 2 – Long-Term Care Reimbursement – Policy – adopted 10/07/14

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Note: The above underlining of changed text is for ease of reference. The 2014 Restated Board Policies and Procedures will not have the text underlined.

Motion by Councilmember Stokes and second by Councilmember Robinson to adopt the revised 2014 restatement of the City of Bellevue LEOFF 1 Disability Board Policies and Procedures Manual that include adopted changes since 2008.

C. Out-of-Network Claims

Ms. Dillon asked Boardmembers if they would like to consider adoption of a policy limiting reimbursement for necessary medical services to the usual and customary rates for services; and consider adoption of the policy to be January 1, 2010.

Boardmember Reil requested that the entire Board be present for the out-of-network claims discussion.

Motion by Councilmember Robinson and second by Councilmember Stokes to add the Out-of-Network Claim discussion to the December meeting agenda. Motion carried unanimously (4-0).

D. Other Discussion

In regards to the physical therapy claim that was approved at last month's Board meeting, Councilmember Robinson noted that this amount was approximately 3-5 times more than a regular physical therapy bill. Since the claim was not processed through an insurance company, Councilmember Robinson requested that the City locate a qualified professional to review the legitimacy of the claim. Ms. Windsor clarified that the claim was approved at the September Board meeting and that it is the Board's responsibility to determine necessary, reasonable costs of a claim, rather than the City. Ms. Dillon clarified that the claim has already been paid. Therefore, no further action was requested.

X. ANNOUNCE DATE & TIME OF NEXT MEETING

The next Disability Board meeting will be held on Tuesday, November 4, 2014.

XI. ADJOURNMENT

By general consensus, the meeting was adjourned at 6:42 p.m.