



City of Bellevue
Human Resources Department

Date: October 30, 2018
To: LEOFF 1 Disability Board members
From: Paula Dillon x 7198, Human Resources
RE: Tuesday, November 6, 2018 Regular Meeting

Please review the attached Agenda packet for the upcoming LEOFF 1 Disability Board meeting on Tuesday, November 6, 2018. The meeting will be held in Room 1E-118.

Attachments

Distribution List

Disability Board Members:

Susan Neiman, Chair
Lynne Robinson, Councilmember
Janice Zahn, Councilmember
Michael Crosby, Fire Department
Bryan Reil, Police Department

Other Copies:

Cindy Lin, City Attorney's Office
Joy St Germain, Ronald Marshall, Human Resources
Paula Dillon, Human Resources
Sandra Nunnelee, Council Coordinator
Michelle Luce, Council Coordinator
Jay Hagen, 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, November 6, 2018

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 Meeting, June 5 and October 2, 2018**
- 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**
- VI. Consideration of Medical Claims**
 - A. Routine claims**
 - B. Special claims**
 - C. Pre-Approved Recurring Long-Term Care Claims**
- VII. Staff Reports – 2019 Newsletter and Long Term Care Rates**
- VIII. New Business**
- IX. Unfinished Business**
- X. Announce Date & Time of next meeting: Tuesday, December 4, 2018**
- XI. Adjournment**

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

June 5, 2018
5:30 p.m. – Administration
6:00 p.m. – Business Meeting

Conference Room 1E-118
Bellevue City Hall

MEMBERS PRESENT: Boardmember Mike Crosby
Boardmember Bryan Reil
Councilmember Lynne Robinson

MEMBERS ABSENT: Chairperson Susan Neiman
Councilmember Janice Zahn

OTHERS PRESENT: Paula Dillon, Human Resources
Cindy Lin, City Attorney's Office

MINUTES TAKER: Michelle Cash

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Boardmember Reil.

II. ROLL CALL

A quorum was present.

III. PUBLIC COMMENT

None.

IV. APPROVAL OF MINUTES

Motion by Councilmember Robinson and second by Boardmember Crosby to approve the May 1, 2018 LEOFF 1 Disability Board meeting minutes as presented. Motion carried unanimously (3-0).

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 Boardmember Crosby and second by Councilmember Robinson to approve the Routine Claims as presented.

Councilmember Robinson expressed concern about the high amounts charged by the medical supply company for Member #67's claim. She inquired if there is an alternate supplier that can supply the CPAP supplies that charges more reasonable costs. Ms. Lin explained that if the Board wants to adopt a standard of reasonableness then a formal policy would need to be established, similar to the hearing aid policy. This would require additional analysis. Ms. Lin cautioned that there are legal risks involved when assessing the reasonableness of a charge without having a policy in place.

Councilmember Robinson would like to discuss how the Board can determine the reasonableness of claim charges at a future Board meeting.

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

B. Special Claims

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

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. NEW BUSINESS

None.

IX. UNFINISHED BUSINESS

A. Hearing Aids and Laser Eye Surgery Policy Discussion

Ms. Dillon reminded Boardmembers that changes to the City of Bellevue LEOFF 1 Policy and Procedures Manual, Section IV.2. Additional Approved and Pre-Approved Medical Expenses were adopted on May 1, 2018. On May 10, 2018, staff reached out to a Third Party Administrator to request that they incorporate the amended benefits into the City of Bellevue LEOFF 1 Medical Policy for the upcoming benefit year. Staff was informed that there are some items in the amended policy that the Third Party Administrator is not able to administer.

The following amendments are recommended by the Third Party Administrator in order for the Third Party Administrator to continue administering this section of the amended LEOFF 1 Policy and Procedures.

2. *Additional Approved & Pre-Approved Medical Expenses*
 - A. *In each calendar year, one eye exam, one set of prescription lenses and up to \$200 toward the cost of frames. Unused amounts authorized in 2.A may not be carried forward to subsequent calendar years.*
 - B. *Laser/refractive eye surgery—*
 1. *Up to a lifetime maximum of \$1,000 incurred for laser/refractive eye surgery. ~~in lieu of eyewear benefit for three (3) calendar years following the year of surgery.~~*
 2. *On a case-by-case basis, the Board may consider reimbursement for laser/refractive eye surgery in amounts greater than 2.B.1 where said procedures are necessary to correct vision conditions uncorrectable by any other means **and** without the procedure the member is precluded from performing the duties of his/her position with average efficiency.*
 - C. *Hearing aid devices will be considered a necessary medical expense. You must be examined by a licensed physician (M.D. or D.O.) or an audiologist (CCC-A or CCC-MSPA) before obtaining a hearing aid. ~~if prescribed by a state licensed audiologist.~~ Medically necessary hearing aid expenses will be authorized subject to the following:*
 1. *The Board will allow a maximum payment of ~~\$3,000 per~~ 6,000 for hearing aids.*
 2. ~~*The costs allowed in 2.C.1. must include a 2 year warranty.*~~
 3. *2. Replacement hearing aids are allowed every 3 calendar years.*
 4. *3. No more than \$50 per calendar year may be reimbursed for the purchase of hearing aid batteries.*

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

Ms. Dillon clarified that if the Board does not adopt the revised amendment and proceeds with the policy amendment that became effective May 1, 2018, city staff will take over the administration of Section IV.2.B&C.

Motion by Councilmember Robinson and second by Boardmember Crosby to approve the recommendation to amend Section IV.2.B&C (additional Approved and Pre-Approved Medical Expenses) of the City of Bellevue Disability Board Policies and Procedures Restated: October 2014 and amended May 1, 2018 for ease of administration. Motion carried unanimously (3-0).

Ms. Dillon will forward the approved amendments to membership for their comments. If no comments are received, the policy will be put into effect in 30 days.

X. ADJOURNMENT

By general consensus, the meeting was adjourned at 6:30 p.m.

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

October 2, 2018
5:30 p.m. - Administration
6:00 p.m. – Business Meeting

Conference Room 1E-118
Bellevue City Hall

MEMBERS PRESENT: Chairperson Susan Neiman
Boardmember Mike Crosby
Councilmember Lynne Robinson¹
Councilmember Janice Zahn

MEMBER ABSENT: Boardmember Bryan Reil

OTHERS PRESENT: Paula Dillon, City of Bellevue
Cindy Lin, City Attorney’s Office

MINUTES TAKER: Michelle Cash

I. CALL TO ORDER:

The meeting was called to order at 6:00 p.m. by Chair Neiman.

II. ROLL CALL:

A quorum was present.

III. PUBLIC COMMENT:

None.

IV. APPROVAL OF MINUTES:

Motion by Boardmember Crosby and second by Councilmember Zahn to approve the August 7, 2018 LEOFF 1 Disability Board meeting minutes as presented. Motion carried unanimously (3-0).

¹ Arrived at 6:03 p.m.

Motion by Boardmember Crosby and second by Councilmember Zahn to approve the September 11, 2018 LEOFF 1 Disability Board meeting minutes as presented. Motion carried unanimously (3-0).

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

None.

B. Special Claims

Motion by Boardmember Crosby and second by Councilmember Zahn to approve the Special Claims as presented.

Boardmembers discussed Member #58's claim for reimbursement of \$66.76. Ms. Dillon explained that the Member had a pulmonary infection, while on vacation out of the country, and visited a doctor's office. Ms. Dillon added that Member #58's claim was processed through Premera. However, Premera denied the claim due to insufficient documentation (documentation for proper medical necessity was not submitted). Boardmembers requested that the documentation for proper medical necessity be submitted so a final determination on the claim can be made.

Boardmembers discussed Member #58's claim for reimbursement of \$1,000. Ms. Dillon explained that Member #58 broke his temporary bridge when he tripped and fell, while running a marathon.

Ms. Lin reviewed the statute noting that dental care arising from an accident is a coverable claim.

At the question, motion carried unanimously (4-0) to postpone a decision on Member #58's claim for the international doctor's visit; and approve Member #58's claim for reimbursement of a temporary bridge and Member #27's claim for nursing home rate increase. Motion carried unanimously (4-0).

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

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. NEW BUSINESS:

None.

IX. UNFINISHED BUSINESS:

None.

X. ANNOUNCE DATE & TIME OF NEXT MEETING:

Chair Neiman announced that the next LEOFF 1 Disability Board meeting will be held on November 6, 2018.

XI. ADJOURNMENT:

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

DATE: November 7, 2018
TO: LEOFF 1 Members
FROM: Paula Dillon, LEOFF 1 Disability Board Staff Assistant
SUBJECT: **LEOFF 1 Disability Board Eleventh Annual Newsletter**

LEOFF 1 Members,

In 2007 the LEOFF 1 Disability Board requested that an annual newsletter be sent to all members. This newsletter contains information on who is on the Board, Insurance Information, Long Term Care rate updates and Medicare Part B enrollment and reimbursement procedures.

Bellevue's LEOFF 1 Disability Board has a website. You can find us at www.bellevuewa.gov/leoff-1-disability-board.htm . There you will find information about meetings, Board members, policies and procedures, claims information and claim forms.

LEOFF 1 Disability Board Members:

Susan Neiman, Chair
Lynne Robinson, Councilmember
Janice Zahn, Councilmember
Michael Crosby, Fire Department
Bryan Reil, Police Department

Paula Dillon – Staff Assistant
Cindy Lin – Legal Advisor

LEOFF 1 Medical Insurance – In-Network Providers:

We **encourage** members who are covered by Premera or an out of state Blue Cross/Shield affiliate to see in network providers unless emergency or unique circumstances make this impossible. To accomplish this, the member should contact **Premera** directly at **1-800-722-1471** to confirm the in network status of their health care provider. They may also contact the City's health care ombudsperson at **Gallagher Benefit Services** at **1-800-542-3737** to find out this information.

In certain circumstances, the Board could determine that the additional costs associated with out of network claims **are not reasonable costs**. To avoid this possibility, the Board strongly encourages members covered by Premera or a Blue Cross/Shield affiliate who believe they must see an out of network doctor to obtain pre-approval from the Board for the out of network services. Please contact the Disability staff assistant, Paula Dillon at 425 452-7198 to obtain information on how to submit for such pre-approval.

Policy and Procedures Manual:

A copy of The City of Bellevue Disability Board Policies and Procedures Manual was sent to you in 2008. It was restated (i.e. updated) effective October 2014. The restated manual is available on the Disability Board website at www.bellevuewa.gov/leoff-1-disability-board.htm.

2018 Updates to the manual are listed below. Please keep the updates with your copy of the manual.

Section IV. 2. C. 2. Additional Approved & Pre-Approved Medical Expenses

- A. In each calendar year, one eye exam, one set of prescription lenses and up to \$200 toward the cost of frames Unused amounts authorized in 2.A may not be carried forward to subsequent calendar years.
- B. Laser/refractive eye surgery –
 - 1. Up to a lifetime maximum of \$1,000 incurred for laser/refractive eye surgery.
 - 2. On a case by case basis, the Board may consider reimbursement for laser/refractive eye surgery in amounts greater than 2.B.1 where said procedures are necessary to correct vision conditions uncorrectable by any other means **and** without the procedure the member is precluded from performing the duties of his/her position with average efficiency.
- C. Hearing aid devices will be considered a necessary medical expense. You must be examined by a licensed physician (M.D. or D.O.) or an audiologist (CCC-A or CCC-MSPA) before obtaining a hearing aid. Medically necessary hearing aid expenses will be authorized subject to the following:
 - 1. The Board will allow a maximum payment of \$6,000 for hearing aids.
 - 2. Replacement hearing aids are allowed every 3 calendar years.
 - 3. No more than \$50 per calendar year may be reimbursed for the purchase of hearing aid batteries.

If you need additional copies of the Policies and Procedures manual please contact the Disability Board Staff Assistant.

Long Term Care Rates for 2019

Below are the Long Term Care Policy rates for the Puget Sound region updated for 2019. The rate cap the Board has established will be provided to you each November for the following year.

a) Assisted Living Facility	(one bedroom unit)	\$6,900/month
b) Nursing Home	(semi-private room)	\$384/day
c) Home Health Care Reimbursement	(home health aide)	\$36.60/hour

If you live outside the Puget Sound region, and are in need of the above services, contact the Disability Board Staff Assistant for the rates in your area.

Medicare Part B Enrollment:

Remember if you are 65 or older you must be enrolled in Medicare Parts A & B. If you fail to timely sign up for Medicare part B, you will be required to pay a higher Medicare Part B Premium (called a non standard premium) for the remainder of your life. The non standard premium is an additional 10% of the standard annual Medicare premium each year beyond the age of 65 that you fail to enroll. The City will not pay the non standard premium.

Medicare Part B Reimbursement:

The City will reimburse the cost of the Medicare Part B premium to LEOFF 1 members. To receive reimbursement **send a copy of your SSA 1099** documenting the Medicare Part B premiums deducted from your Social Security checks for the previous year to:

City of Bellevue
Human Resources Department
LEOFF 1 Administrator
PO Box 90012
Bellevue, WA 98009-9012

If you pay your Medicare Part B premiums by check please contact the LEOFF 1 Disability Board Staff Assistant for reimbursement instructions.

If you have questions, you can reach Paula Dillon, Disability Board Staff Assistant at (425) 452-7198 or email pdillon@bellevuewa.gov

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 represents a reasonable charge for these services. This cap is based on The Genworth Cost of care Survey, a nationally recognized survey of average costs for LTC adjusted annually in 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 city staff.

2. Rates: In 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)

3. . Exceptions: Under extraordinary circumstances the Board will consider reimbursing above the established maximum where the member can show that he or she cannot obtain the necessary medical service at the established maximum rate.

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SELECT STATE: Washington | SELECT METRO REGION: Seattle Area

SELECT COST BY PERIOD: HOURLY | DAILY | **MONTHLY** | ANNUAL

INTERACTIVE MAP

Monthly Costs: Seattle Area^Q, WA (2018)⁽²⁾

Homemaker Services*	2018 Cost	\$6,092	Adult Day Health Care*	2018 Cost	\$1,317	Assisted Living Facility*	2018 Cost	\$5,750	Semi-Private Room*	2018 Cost	\$9,243
Home Health Aide*	2018 Cost	\$6,092							Private Room*	2018 Cost	\$10,494

Change weekly Home Health Care hours (Only available with Daily, Monthly, or Annual Cost by Period)

\$5,750
x 120%
6,900/mo

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Can't find your region?

SELECT STATE: Washington | SELECT METRO REGION: Seattle Area

SELECT COST BY PERIOD: HOURLY | **DAILY** | MONTHLY | ANNUAL

INTERACTIVE MAP

Daily Costs: Seattle Area^Q, WA (2018)⁽²⁾

Homemaker Services*	2018 Cost	\$200	Adult Day Health Care*	2018 Cost	\$61	Assisted Living Facility*	2018 Cost	\$189	Semi-Private Room*	2018 Cost	\$304
Home Health Aide*	2018 Cost	\$200							Private Room*	2018 Cost	\$345

Change weekly Home Health Care hours (Only available with Daily, Monthly, or Annual Cost by Period)


\$304
x 120%
364.80

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CALCULATE FUTURE COST: 2018 | 2028 | 2038 | 2048 [Return to National View](#)



Hourly Costs: *Seattle Area*¹, WA (2018)²

Category	Hourly Cost	Description
Homemaker Services*	\$31.95	Adult Day Health Care, Assisted Living Facility, and Nursing Home Care categories do not use hourly rates.
Home Health Aide*	\$31.95	

$$\begin{array}{r}
 \$ 31.95 \\
 \times 120\% \\
 \hline
 \$ 38.34
 \end{array}$$

[Key findings and methodology](#)

Genworth Cost of Care Survey 2018, conducted by Clariscout, June 2018