

DSHA RETIREE MEDICAL TRUST  
BOARD OF TRUSTEES MEETING  
MAY 17, 2016

The meeting was called to order at 10:00 on May 17, 2016 by Annette Miller. Attending the meeting were Annette Miller (Chair Person), Cheryl Lehman (Vice Chair Person), Trustees: Cynthia Karnai, Joan Smith, Wanda Spiering and Cynthia Fletcher (Office Manager). A Quorum was present and the meeting was properly noticed.

A Motion was made to approve the minutes for May 19, 2015 by Cheryl. Motion was seconded by Joan and approved by all. Annette would see that the minutes are posted to the State's Website.

Annette made a motion to Nominate Cheryl Lehman to serve as Vice Chair for another term of two years. Motion was seconded by Joan and all agreed. Motion was carried.

AON Study was discussed. Annette stated that study will continue in the fall of 2016. GASB 74 & 75 will replace #44 & 45 respectively. There will be more disclosure on financial statements.

Report on activity- As of 3/3/2016 we had investments of a little more than \$4,019,000. The rate of return is 1.26 % at quarter end 3/31/2016. Last fees were about \$600-\$700.00 per quarter. All activity is supplemental contributions. The consensus of the group is that the late fee will be triggered when the payment is received after the 15<sup>th</sup> of the month.

There was a discussion on the loans outstanding and if there are any issues Cynthia brought up that in the wording of the documents that we can charge a 5 % penalty for late payments. Cheryl asked if there was a grace period and Cynthia told her it was 15 days. Wanda made a motion to implement the 5% penalty when necessary.

Contribution- there is a contribution in the amount of \$300,000 to the Retiree Medical Trust Account. This covers the AOC for fiscal year per the General Order #637 that was attached to the memo dated 4/26/2016 to Wilmington Trust.

Report on activity/funding status to employees: Cheryl puts a report out on HR Tech website. It is a condensed form of the full financials. It refers to the full financials on the website. Wanda thought that it would be helpful to talk to Staff/Supervisors about retiree medical. Retiree Medical Trust is there and a benefit that we offer.

Reporting on Activity/Funding Status to Employees- We are taking steps to make sure the information is put on Tech web. Cheryl puts comparative reports are on tech web under the Human Resources. There was a discussion as to how to get employees more involved and as to whether they understood exactly what was being done to make sure the funds were there for them.

Other business: Joan asked if there would be anymore financing? Cynthia said that she reaches out to Susan Eliason and Matt Heckles nothing has come to fruition as of yet. Joan asked about Liberty court being an option. Cynthia said that if there is a gap than there's an option with Liberty Court.

Wanda made a motion to adjourn the meeting, Joan seconded it. All were in favor. Meeting was adjourned at 10:24 a.m.

Cpf