



# Meeting Minutes

## LEOFF I Disability Board

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Contact: Carl Watts  
360.753.8305

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**Monday, May 14, 2018**

**5:30 PM**

**Room 112**

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**1. CALL TO ORDER**

Chair Cooper called the meeting to order at 5:30 p.m.

**1.A ROLL CALL**

**Present:** 4 - Chair Jim Cooper, Boardmember Jack Seward, Boardmember Caleb Martin and Boardmember Russ Gies

**Excused:** 1 - Vice Chair Jessica Bateman

**2. OTHERS PRESENT**

Joe Olson, HR Director  
Carl Watts, Personnel Analyst

**3. APPROVAL OF MINUTES**

**3.A** [18-0446](#) Approval of April 9, 2018 LEOFF 1 Disability Board Meeting Minutes

**The minutes were approved.**

**4. BUSINESS ITEMS**

**4.A** [18-0445](#) Case #06-18 Dental Request

**Boardmember Seward moved and seconded by boardmember Gies, to approve dental Case #06-18 in the amount of \$1,922. The motion was approved unanimously.**

**4.B** [18-0448](#) 2018 LEOFF 1 Disability Board Policies and Procedures Manual Update

**The board approved the last of the revisions below:**

**1. Section III, subsection F, Preventative Care, It is the board's desire to keep preventative care available whenever possible. As such, preventative care is encouraged.**

**2. Section III, subsection F, Vaccinations and Immunizations, paragraph two (2), was changed as follows:**

**“Vaccinations will not be covered if the vaccinations are required solely for the member to live in or visit another country.”**

**3. Section III, subsection F, Colonoscopy Examination, paragraph three, was changed as follows:**

**Removed “age fifty (50)” and changed to “Member must have medical recommendation by their personal physician to undergo such examination.”**

**4. Section III, subsection G, Dental Benefits, was changed as follows:**

**At the end of the first paragraph, add: “LEOFF board will continue to pay \$50/month dental insurance even if the LEOFF member receives other dental payments by the board that is above their \$600 limit.”**

**Staff has authorization to pay for dental reimbursements without board approval up to \$2,000 if the required documentation has been submitted. The \$2,000 dental reimbursement is in addition to the annual allowable \$600 per year. If there are circumstances that concern staff about paying for a specific dental request, they will bring to the board for consideration.**

**Staff has authorization to approve additional cleanings without board approval when the member has provided an application for payment with a physician/dentist recommendation and proof of payment. Members must submit a renewal every two (2) years for staff to continue to pay for additional cleanings.**

## **5. REPORTS**

**5.A**     [18-0447](#)     Report of March 2018 LEOFF 1 Disability Board Claims Expenses

**The report was received.**

## **6. ADJOURNMENT**

**The meeting was adjourned at 5:57 p.m.**