

Shon Small, Chairman
Benton County Representative

Scott Hamilton
Member at Large Representative

Don Smith, Pro Tem
Second Law Enforcement Representative

BENTON COUNTY
Law Enforcement Officers'
and Firefighters'
Disability Board

Bob Elder
Mayors' Representative

Bernie Freeman
Law Enforcement Representative

Lexi Wingfield
Secretary

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Kennewick, WA 99336

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MEETING MINUTES FOR THE JUNE 11, 2014 LEOFF I MEETING

The LEOFF 1 Disability Board met in re-scheduled regular session on Wednesday, June 11, 2014 at the Benton County Courthouse, Prosser, Washington. Present was Chairman Shon Small, Benton County Representative; Pro-Tem Bob Elder, Mayors' Representative; Scott Hamilton, Member at Large Representative; Bernie Freeman, Law Enforcement Representative; Don Smith, Second Law Enforcement Representative; and Lexi Wingfield, Board Secretary.

Chairman Shon Small called the meeting to order at 2:00 PM.

Approval of Minutes

MOTION: Don Smith moved to approve the meeting minutes for April 2, 2014. Bernie Freeman second and upon vote, the motion carried unanimously.

Executive Session – Medical Claims

The Board went into executive session to review medical claims submitted at 2:01 PM. At 2:15 PM, the Board came out of executive session.

MOTION: Bob Elder moved to approve the claims as presented. Bernie Freeman seconded and upon vote, the motion carried unanimously.

Hearings

There were no hearings to discuss.

Unfinished Business

Conference Meal Reimbursement

Don Smith asked if the policy had changed on requiring itemized meal receipts. He did not remember having to turn in an itemized receipt in order to get the full reimbursement amount last time they traveled. Commissioner Small said the policy had not changed and the itemized receipt is to help govern travelers to prove they are following the policy rules.

New Business

Annual Conference Take-Away

Bob Elder said at one of the classes at the conference, they talked about confidentiality when dealing with medical records. He believes it behooves the Board to cover our tracks and that the Board should discuss and consider an oath of confidentiality to keep us safe from liability.

Bernie Freeman believes at the next meeting, the members should take an oath of confidentiality.

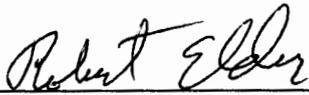
MOTION: Scott Hamilton motioned to have Board Secretary Lexi Wingfield put together an oath of confidentiality statement for the board. The statement will be taken by each board member regarding keeping executive session discussion items in executive session and if a violation occurs, the board member will be immediately removed from the board. Bob Elder seconded and upon vote, the motion carried unanimously.

Bernie Freeman, Bob Elder, Don Smith, and Lexi Wingfield all attended the annual conference and felt the conference was very informative. The conference is beneficial for the board to attend because it is a good opportunity to learn and network at a great location.

Lexi Wingfield said the budget still looks good for LEOFF and if everything continues on track as it is, there should not be a problem reimbursing Medicare for 2013.

Commissioner Shon Small added that in August, Benton County will start to discuss the 2015-2016 budget. The overall Benton County and LEOFF budgets should be in good shape moving forward.

With no further business to discuss, the Board adjourned at 2:45 PM.



Chairman



Clerk to the Board