

**Section 115 Post-Retirement Medical Plan & Trust**

*a single employer plan sponsored by  
Truckee Meadows Water Authority*

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**July 16, 2024 MINUTES**

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The meeting of the TMWA Section 115 Post-Retirement Medical Plan and Trust (Trust) Trustees was held on Tuesday, July 16, 2024 through in person and teleconference.

Matt Bowman, Chairman, called the meeting to order at 12:23 p.m.

1. ROLL CALL AND DETERMINATION OF PRESENCE OF A QUORUM.

A quorum was present.

Voting Members Present:

Matt Bowman  
Charles Atkinson  
Randall Vanhoozer  
Sandra Tozi

Members Present

Jessica Atkinson  
Gus Rossi \*arrived late

Voting Members Absent:

Members Absent:

Rosalinda Rodriguez  
Mike Venturino

2. PUBLIC COMMENT

There was no public comment.

3. APPROVAL OF THE AGENDA

Trustee Matt Bowman proposed move item 10 to above item 7, and assuming it's approved, removing item 7.

**Upon motion made and seconded, and carried by unanimous consent of the Trustees present, the Trustees approved the agenda with Trustee Bowman's proposal to move item 10 after item 6 and removing item 7.**

4. APPROVAL OF THE APRIL 16, 2024 MINUTES

**Upon motion made and seconded, and carried by unanimous consent of the Trustees present, the Trustees approved the April 16, 2024 meeting minutes.**

5. REVIEW OF CURRENT PEBS SUBSIDY CALCULATIONS

Ms. Jessica Atkinson, HR Director, advised that Trustees have in the past used the subsidy schedules published by Public Employee Benefit System (PEBS) of Nevada to establish the subsidy rates for Tier II retirees under TMWA's §115 OPEB Trust. PEBS published a rate schedule titled "Medicare Exchange Retiree HRA Contribution" for fiscal plan year 2025 (July 1, 2024-June 30, 2025). As approved in prior years, Ms. Atkinson recommended that these updated HRA contribution amounts be adopted as published and used to calculate the Tier II subsidy for retirees who have attained age 65 based on years of service.

Each fiscal year, PEBS also publishes a State and Non-State Retiree Years of Service Subsidy Schedule, which Trustees have adopted and used to calculate subsidy amounts for Tier II retirees who have not yet attained 65. This subsidy table, as published for the fiscal plan year 2025 (July 1, 2024-June 30, 2025), is updated annually to coincide with the new fiscal year and the new base subsidy amount. In the past, Trustees have approved to use the base and supplemental subsidy amounts associated with the Statewide EPO/HMO Plan as this is the plan that most closely matches plans offered by TMWA. As approved in prior years, Ms. Atkinson recommended that trustees adopt the proposed subsidy spreadsheet reviewed during the meeting with the calculations for Tier II retirees who are under the age of 65.

**Upon motion made and seconded, and carried by unanimous consent of the Trustees present, the Trustees approved the current PEBS subsidy rates reviewed on the spreadsheet, during this meeting for the fiscal year 2025.**

6. DISCUSSION AND POSSIBLE DIRECTION ON CHANGING BENEFIT CALCULATION TEMPLATES

Ms. Atkinson advised that HR Staff utilize a benefit calculation template in order to verify eligibility and calculate benefit amounts for the §115 Other Post-Employment Benefit Plan & Trust by entering information necessary to determine the trust benefit as well as identify retiree group health, dental, vision and life insurance plan elections and any remaining retiree premium obligations. The current templates combine the trust benefit, retiree elections and obligations into one page and do not have parameters set up to flag if someone does not meet eligibility criteria, which may result in providing misinformation to employees.

Staff has worked with the finance department to revise the benefit calculation templates for each benefit tier of the §115 Trust. These proposed templates are designed to minimize manual data input and have built in formulas to verify eligibility and calculate benefits and retiree premium obligations where possible. Additionally, the proposed templates create a distinct page to depict trust eligibility and benefit amounts, which are approved by Trustees and a second page to show retiree elections and premium obligations, which may change over time and are not approved by Trustees.

The proposed templates improve the current process and separate the sections approved by Trustees from those that may be modified by the retirees.

Ms. Atkinson presented both Benefit Calculation templates for Tier I and Tier II retirees on how they have been set up and where required entry is input and which information will be presented to Trustee's for approval. Ms. Atkinson recommended Trustee's approve the Benefit Calculation Templates for Tier I and Tier II retiree's.

**Upon motion made and seconded, and carried by unanimous consent of the Trustees present, the Trustees approved the Benefit Calculation Templates for Tier I and Tier II retirees.**

10. DISCUSSION AND POSSIBLE DIRECTION ON REVISION TO REIMBURSEMENT PROCESS

Ms. Atkinson advised that in previous meetings, Mr. Bowman provided feedback received from a retiree in regard to the overall reimbursement process. Mr. Bowman and staff assessed the current process and policy and reviewed it to verify if there were any changes that could be made to the reimbursement process. It was determined that by eliminating the Trustee review and approval and instead placing this approval on the Chief Financial Officer (CFO) that could speed up the process by approximately 30 days. TMWA staff and legal counsel reviewed the relevant Nevada Revised Statutes and plan documents to ensure such changes would not violate and statutory or legal requirements, finding none, Trustee's directed staff to move forward in making a change to the reimbursement procedure.

Ms. Atkinson noted the following updates:

- Clarifying language has been added to the reimbursement request procedure
- Increasing the time frame for which retiree's can request reimbursement from twelve (12) months to fifteen (15) months.
- Changed to process reimbursement from Claims received to a Claims period and provided an approximate processing date for payment.

- Clarifying process for submitting reimbursement requests in advance
- The workflow when reimbursement requests are received and removing Trustee's having to review reimbursement requests.

**Upon motion made and seconded, and carried by unanimous consent of the Trustees present, the Trustees approved the revised Retiree Reimbursement Request Procedure.**

7. REVIEW AND CONSIDERATION FOR APPROVAL OF REQUEST(S) FOR REIMBURSEMENT OF PREMIUMS

**This item has been removed per approval of the updated Retiree Reimbursement Request procedure.**

8. REVIEW OF THE ACTUARIAL ANALYSIS

Ms. Veronica Galindo, Sr. Accountant presented the Actuarial Valuation for the Other Post-Employment Benefit plan & Trust 115. Ms. Galindo advised the primary purpose of this report is to remeasure the plan's liabilities as of December 31, 2023, Develop actuarially determined contribution (ADC) levels for prefunding plan benefit and provide information required by governmental accounting standards for this plan to be reported in TMWA's financial statements for the fiscal year ending June 30, 2024. Some highlights of the report are:

- The plan covers 12 active employees and 10 retirees
- The plans total OPEB liability is \$2.4 million
- The Plan's fiduciary net position is \$1.7 million
- The Plan has a net OPEB liability of \$648 thousand.

To meet the ADC funding level for the fiscal years ended June 30, 2024, 2025, and 2026, Truckee Meadows Water Authority will need to contribute \$36,421, \$71,666 and \$71,127, respectively.

**For informational purposes only, no action required.**

9. REVIEW OF THE FINANCIAL STATEMENT AUDIT

Ms. Galindo presented the Financial statements dated December 31, 2023. Ms. Galindo advised that the plan received an unqualified audit opinion, which means that the independent auditor believes the financial statements are fairly and appropriately presented and that they are in compliance with generally accepted accounting principles.

The Plan's basic financial statements include the following components:

- Statement of Fiduciary Net Position
- Statement of Changes in Fiduciary Net Position
- Notes to the Financial Statements

Highlights of the report are:

- Operating cash balances were \$27 thousand.
- Plan investments at fair value were \$1.7 million.
- Net investment income, including realized and unrealized gains and losses, was \$0.3 million.
- Employer contributions to the Plan were \$34 thousand.
- Net position totaled \$1.7 million, which was a \$0.2 million increase from the prior year.

**For informational purposes only, no action required.**

11. REVIEW OF RETIREMENT BENEFITS INVESTMENT FUND (RBIF) PERFORMANCE REVIEW

Mr. Bowman reviewed the RBIF dated March 31, 2024. The term ended with a 12.4% return. Overall, the performance did well.

**For informational purposes only, no action required.**

12. TRUSTEE COMMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS

RBIF review

13. PUBLIC COMMENT – LIMITED TO NO MORE THAN THREE MINUTES PER SPEAKER

There was no public comment.

14. ADJOURNMENT

With no further business to discuss, Chairperson Bowman adjourned the meeting at 1:02 p.m.

Minutes were approved by the Trustees in session on October 15, 2024.

Respectfully Submitted,

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Rosalinda Rodriguez, Recording Secretary