

City of Austin  
Employees' Retirement System

*Disability  
Committee Meeting*

Tuesday, January 30, 2018  
11:15 a.m.

**Disability Committee**

Elizabeth Gonzales, Committee Chair  
Michael Benson  
Francine Gertz  
Frank Merriman  
Chris Noak, ex officio





*City of Austin Employees' Retirement System*

**Disability Committee Members**

Elizabeth Gonzales, Committee Chair

Michael Benson

Francine Gertz

Frank Merriman

Chris Noak, ex officio

# **City of Austin Employees' Retirement System Charter for the Disability Committee**

## **Introduction**

- 1) The purpose of the Disability Committee is to review, research, and make recommendations on the disability retirement program to the Board of Trustees of the City of Austin Employees' Retirement System (COAERS) in accordance with Section 8 of Article 6243n and Board Policy D-1 "Disability Retirement".
- 2) The Disability Committee will review initial disability retirement applications and make a disability retirement eligibility recommendation to the Board of Trustees.
- 3) The Disability Committee will approve continuation of disability retirement benefits.

## **Duties and Responsibilities**

The Disability Committee will:

- 1) Review the disability retirement policy to ensure compliance as well as fairness and consistency
- 2) Review and monitor administration of the disability retirement program
- 3) Carry out responsibilities as outlined in the disability retirement policy
- 4) Review initial disability retirement applications and make a disability retirement eligibility recommendation to the Board of Trustees
- 5) Annually consider and approve continuation of disability retirement benefits
- 6) Consider and recommend suspension/revocation of disability retirement benefits as appropriate
- 7) Consider issues related to disability application appeals as directed by the Board
- 8) Meet with COAERS' medical consultant, General Counsel, and appropriate staff as needed
- 9) Annually review the medical consultant's performance
- 10) Review the medical consultant process and make recommendations as appropriate
- 11) Authorize Staff to engage medical expertise and/or request medical documentation at System expense as appropriate

## **Monitoring and Reporting**

- 1) The Disability Committee will ensure that the necessary reporting and monitoring practices are established to provide the Board with the information it requires to effectively oversee the disability retirement program of the System. The Committee will set out these practices in policy.
- 2) The Disability Committee will report to the Board on its activities.

## **Charter Review and History**

- 1) This Charter will be reviewed at least every three years for continued relevancy and appropriateness.
- 2) The Board adopted this Charter on December 12, 2017.



City of Austin Employees' Retirement System

## AGENDA

### CITY OF AUSTIN EMPLOYEES' RETIREMENT SYSTEM DISABILITY COMMITTEE MEETING

**Tuesday, January 30, 2018– 11:15 a.m.**  
**418 E. Highland Mall Blvd.**  
**Austin, Texas 78752**

Note: This meeting is simultaneously posted as a Called Board Meeting in the event a quorum of the Board attends.  
The Committee may deliberate and take action on any of the following items:

1. Review order of business
2. Consider approval of the November 14, 2017 Disability Committee meeting minutes
3. Discuss and consider disability retirement application ref. #5220
  - A. Convene into executive session pursuant to Sec. 13, Art. 6243n, Tex. Rev. Civ. Stat. and Sec. 551.0785 Texas Government Code to consider and act on disability retirement application ref. #5220
  - B. Reconvene into public session and make recommendation as determined appropriate by the Committee regarding disability retirement application ref.#5220
4. Call for future agenda items

*This meeting shall be conducted pursuant to the Texas Government Code Section 551.001 et seq. At any time during the meeting, the Board reserves the right to adjourn into Executive Session on any of the above posted agenda items in accordance with the sections 551.071, 551.072, 551.073, 551.074, 551.075, 551.076, or 551.0785 or Sec.13, art. 6243n Texas Rev.Civ.Stat. Member comments will be limited to 3 minutes per person.*

Posted Date: January 26, 2018  
City Hall  
Austin, Texas

Christopher Hanson  
Executive Director

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**January 30, 2018**  
**DISABILITY COMMITTEE MEETING**

**1. Review order of business**

Trustees will have an opportunity to inform the Chair of any schedule conflicts and, if desired, propose discussion of any agenda items in an order other than that shown on the posted agenda.

**STANDING ITEM**

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**January 30, 2018**  
**DISABILITY COMMITTEE MEETING**

- 2. Consider approval of the November 14, 2017 Disability Committee meeting minutes**

**ACTION**

Move to approve the November 14, 2017 Disability Committee meeting minutes

**ATTACHMENT**

- Minutes of the November 14, 2017 Disability Committee meeting

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## MINUTES

### CITY OF AUSTIN EMPLOYEES' RETIREMENT SYSTEM DISABILITY COMMITTEE MEETING

Tuesday, November 14, 2017 – 2:00 PM  
418 East Highland Mall Boulevard, Austin, Texas 78752

#### Committee Members

##### Present/(Absent)

(Elizabeth Gonzales, Chair)  
Michael Benson  
Francine Gertz  
Frank Merriman  
(Jim Williams)  
Chris Noak, ex officio

#### Other Board Trustees

##### Present/(Absent)

Leslie Pool  
(Ed Van Eenoo)  
(Reagan David)  
Eyna Canales-Zarate  
(Anthony B. Ross, Sr.)

#### Others Present

##### Staff:

Christopher Hanson  
Russell Nash  
Sarah McCleary

##### Guests:

Paige Saenz, General Counsel

Board Chair Chris Noak called the meeting to order at 2:25 p.m.

#### **1. Review order of business**

Chair Noak reviewed the agenda with the Committee. No changes were made.

#### **2. Consider approval of the November 8, 2016 Disability Committee meeting minutes**

Chair Noak asked the Committee to review the minutes. Michael Benson moved approval of the November 8, 2016 minutes. Francine Gertz seconded, and the motion passed unanimously.

#### **3. Discuss and consider function and role of Disability Committee including review of charter**

Trustees discussed a change to the role of the Disability Committee to include hearing all disability applications and having the Committee make a recommendation on eligibility to the Board. Appeals, if needed, would be sent to the Board. Mr. Benson moved to recommend the Committee Charter as revised be referred to the Board. Ms. Gertz seconded, and the motion passed unanimously.

**4. Discuss and consider disability retirement continuation**

- A. Convene into executive session pursuant to sec. 13, art. 6243n, and sec. 551.0785 Texas Government Code, to consider and act on disability retirement continuation.**
- B. Reconvene from executive session pursuant to sec. 13, art. 6243n, and sec. 551.0785 Texas Government Code, to consider and act on disability retirement continuation as appropriate.**

The Committee convened into Executive Session at 2:27 p.m. and reconvened into public session at 2:32 p.m. No action was taken.

**5. Evaluation of medical consultants**

Mr. Russell Nash provided a report on the contracts, services provided, and evaluation of the two medical consultants.

**6. Call for future agenda items**

As there were no further items to address, the meeting adjourned at 2:37 p.m.



*City of Austin Employees' Retirement System*

**January 30, 2018**  
**DISABILITY COMMITTEE MEETING**

3. Discuss and consider disability retirement application ref. #5220
  - A. Convene into executive session pursuant to Sec. 13, Art. 6243n, Tex. Rev. Civ. Stat. and Sec. 551.0785 Texas Government Code to consider and act on disability retirement application ref. # 5220
  - B. Reconvene into public session and make recommendation as determined appropriate by the Committee regarding disability retirement application ref # 5220



City of Austin Employees' Retirement System

**January 30, 2018**  
**DISABILITY COMMITTEE RECOMMENDATION**

**Disability retirement application #5220**

**The Disability Committee recommends that Board**

Approve    Deny

**Retirement application #5220.**

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Date

**The physician recommends that Board**

Approve    Deny

**Retirement application #5220.**

\_\_\_\_\_  
Harold Skaggs, Jr. M.D.  
Physician

\_\_\_\_\_  
Date



*City of Austin Employees' Retirement System*

**January 30, 2018**  
**DISABILITY COMMITTEE MEETING**

**4. Call for future agenda items**

**STANDING ITEM**