



**SANTA MONICA CITY EMPLOYEES
COALITION BENEFIT TRUST**

TO: All Participants in the Santa Monica City Employees Coalition Benefit Trust
Premium Reimbursement Plan for Retirees

FROM: Board of Trustees, Santa Monica City Employees Coalition Benefit Trust

RE: Amendment No. 4 to the Premium Reimbursement Plan: Removal of Claims
Deadline; Spouse Benefits

DATE: December 15, 2015

You are a participant in the Premium Reimbursement Plan for Retirees (“Plan”) of the Santa Monica City Employees Coalition Benefit Trust (“Trust”). This notice contains important information about your rights and benefits under the Plan. Please file it with your important documents.

I. PLAN AMENDMENT

The Board of Trustees recently adopted Amendment No. 4 to the Plan, which is effective retroactive to the start of benefit payments on June 1, 2006. This notice is intended to explain the changes in a reader-friendly format. If you still have questions about the Amendment after reading this notice, please call the Trust Office (see contact information below). The following are highlights of the Amendment:

- 1) Reimbursement for Premiums for your Spouse’s Coverage. This Plan will reimburse Premiums paid for coverage of the spouse or child (up to 26th birthday) of a living Eligible Retiree up to the Benefit Amount in effect on the date of the Premium payment.¹ This amendment is a clarification of current and past practice that the retiree doesn’t have to be deceased prior to the Plan paying premiums for the spouse. However, if you did not receive your full Benefit Amount reimbursement in the past because you thought you could not claim reimbursement for your spouse’s or child’s premiums, then you can submit a claim for those spouse Premiums now. (Please note that the Plan can only reimburse you up to the Benefit Amount that was in effect on the date of the Premium payment.)
- 2) Removal of Claims Deadline. The Trustees have removed the claims deadline for submission of documentation of a covered Premium for reimbursement. Therefore, you can submit claims for retroactive reimbursement of covered Premiums that you paid at any time dating back to June 1, 2006 (the start of Plan benefit payments). We still encourage you to submit your claims timely, but claims will not be denied for late filing.

Although you can submit your claims at any time and receive retroactive payment of Premiums previously paid, you cannot continue to receive future Premium

¹ This Plan also offers Premium reimbursement to Surviving Spouses following the death of an Eligible Retiree.

reimbursements without renewing your documentation of Premium payments annually, or as requested by the Trust Office. So, if you are behind on submitting your annual Premium documentation and claim form, your future Premium reimbursement payments from the Plan will stop; however, you will receive all back Premium reimbursement payments after your claims documentation is updated.

- 3) Benefit Amount for Retroactive Claims Payments. Please note that the Plan will pay any retroactive Premium reimbursement claims only up to the Benefit Amount in effect on the date that the Beneficiary made the Premium payment. So, for example, the Benefit Amount is currently \$325 per month, but the Benefit Amount on April 1, 2014, was \$300 per month. If you submit a claim now for a premium paid on April 1, 2014, then you will only receive reimbursement of that claim up to \$300.
- 4) Premiums Paid by Beneficiary; Cafeteria plans. This Plan only reimburses Premiums paid by a Beneficiary of this Plan. Under certain circumstance, this may include premiums paid from an employer's cafeteria plan, depending upon the employee's entitlement to those cafeteria plan funds. For example, if an employer pays the premium on behalf of the Beneficiary with the employer's funds, then the Beneficiary cannot make a claim for reimbursement from this Plan because the Beneficiary did not pay the premium. However, if the employer pays the premium on behalf of the Beneficiary with funds that the Beneficiary could have obtained in cash or salary, then the Beneficiary can make a claim for reimbursement of that Premium up to the current Benefit Amount.

If you have any questions about the Plan amendments or need a copy of the full Plan or the Summary Plan Description, please call Ms. Jillian Canete at the Trust Office, Delta Fund Administrators, Phone: (800) 700-6762.

II. TRUST AGREEMENT AMENDMENTS

The Board of Directors of the Santa Monica City Employees Coalition ("Coalition") has adopted two amendments to the Trust Agreement Governing the Santa Monica City Employees Coalition Benefit Trust ("Trust Agreement"). The Coalition Board of Directors adopted Amendment No. 3 on January 21, 2014, changing the composition of the Board of Trustees. This amendment was in response to the split of the Municipal Employees Association (MEA) bargaining group into two separate bargaining groups, MEA and the Teamsters. The Coalition maintained the total number of Trustees on the Board of Trustees at ten (10) Trustees, but gave one of the two (2) MEA Trustee positions to a Teamster-selected Trustee.

The Coalition also recently amended the Trust Agreement effective May 1, 2015, to clarify that all Coalition bargaining groups will select their Trustee representative in the same years, rather than running staggered terms as in the original Trust Agreement. So, all bargaining groups will renew their Trustee selections on July 1st of even numbered years.

III. CURRENT BOARD OF TRUSTEES

The following individuals, your fellow City employees (or retirees), are now serving as active Trustees for the Trust:

Candace Tysdal (MTA), Chairman
Lyn Beckett Cacciatore (PAU)
Javier Sanchez (SMART/TD)
Annette Morales (ATA)
Carlos Rubio (Teamsters)

Mary Ann Yurkonis (RCB), Secretary
Jory Wolf (EPP)
Stephen Jones (MEA)
Carl Olson (STA)
Claudia Brick (PALSSU)

Address for the Trustees: Board of Trustees, Santa Monica City Employees Coalition Benefit Trust, c/o Delta Fund Administrators, P.O. Box 2487, Stockton, CA 95201.

IV. HIPAA NOTICE AVAILABLE

The Health Insurance Portability and Accountability Act of 1996 (HIPAA) contains a Privacy Rule, which establishes national standards to protect individuals' medical records and other personal health information ("PHI"). The rule requires the protection of personal health information, sets limits and conditions on how such information can be shared, and gives patients certain rights over the disclosure of PHI. The Board of Trustees has appointed a Privacy Contact Person. The Privacy Contact Person will ensure that the privacy of your PHI is maintained in accordance with the terms of the Privacy Rule and other applicable laws. You may file a Privacy Complaint with the Privacy Contact Person whenever you believe that there has been a violation of the Privacy Rule.

The Trust has a HIPAA "Notice of Privacy Practices" that describes how the Trust may use and disclose medical information about you. The Privacy Notice also informs you of your rights under HIPAA and how you can get access to protected health information maintained by the Trust. Please contact the Privacy Contact Person at the Trust Office at any time to obtain further information and assistance or a current copy of the Privacy Notice:

Santa Monica City Employees Coalition Benefit Trust
c/o Delta Fund Administrators
Attn: Privacy Contact Person
1234 W. Oak Street
Stockton, CA 95203
Phone: (800) 700-6762
Fax: (209) 955-4190

NOTE: This Notice serves as the Summary of Material Modifications, as required by Employee Retirement Income Security Act of 1974 (ERISA), and as such, is designed to explain recent changes made to the Premium Reimbursement Plan. However, this Notice does not provide all the details and limitations of the Plan. Exact specifications are provided in the "Santa Monica City Employees Coalition Benefit Trust Premium Reimbursement Plan for Retirees, amended and restated December 1, 2008," and as amended thereafter, which will prevail in case of a conflict with this Notice.