

**AMENDMENT NO. 18
TO THE
MEDICAL EXPENSE REIMBURSEMENT PLAN
OF THE
BURBANK EMPLOYEES RETIREE MEDICAL TRUST**

The Board of Trustees of the Burbank Employees Retiree Medical Trust (the "Trust") does hereby amend the Medical Expense Reimbursement Plan, restated effective August 1, 2019 (Dr. 7-29-19), and as amended thereafter (the "Plan"), as follows:

1. Documentation for Monthly Verification of Premium Reimbursement Claims. Effective for claims received by the Trust Office on or after January 1, 2022, the last sentence of Subsection 3.6(a) is deleted and replaced with "Documentation must be submitted for each medical expense reimbursement claim under Section 1.11(b) hereof. See Section 3.6(c) below for frequency of documentation of recurring premium claims under Sections 1.11(a) and (c)."

Former Subsection (c) is renumbered as Subsection (b), and in order to group all documentation requirements together, former Subsection (b) is renumbered as Subsection (d), and remaining subsections of 3.6 are renumbered and references modified throughout the Plan accordingly. The last three sentences of newly renumbered Subsection 3.6(b) are deleted in their entirety.


A new Subsection 3.6(c) is added to provide a comprehensive explanation of the premium documentation process, effective for claims received by the Trust Office on or after January 1, 2022, as follows:


"(c) Documentation for Reimbursement of Recurring Monthly Premiums. For reimbursement of recurring monthly premium payments:

- (1) At least annually, the Trust Office must receive the completed and signed claim form of the Trust and documentation that satisfies the requirements of Subsection 3.6(a).
- (2) For each monthly premium reimbursed, except Medicare premiums reimbursed pursuant to Subsection (3) below, the Trust Office must receive documentation that satisfies the requirements of Subsection 3.6(b) showing proof of the Beneficiary's payment of the same monthly premium that the Beneficiary claimed and documented pursuant to the annual documentation requirements in Subsection (1) above.
- (3) For reimbursement of recurring monthly Medicare premiums, the Trust Office must receive at least once a year, and upon request, the completed and signed claim form of the Trust and the Beneficiary's annual Social Security Administration statement showing the amounts deducted from the Beneficiary's social security payments, or otherwise paid by the Beneficiary, for Medicare premiums."

Approved by the Board of Trustees on May 3, 2022, and effective as stated above.

**For the BOARD OF TRUSTEES,
BURBANK EMPLOYEES RETIREE MEDICAL TRUST**


Trustee
Francis J. DiLiberto
Print Name


Trustee
R. A. Kacemarek
Print Name