

Minutes of the Regular Monthly Meeting
Board of Trustees
Employees' Retirement System of the City of Norfolk
June 13, 2012

The regular monthly meeting of the Board of Trustees of the Employees' Retirement System of the City of Norfolk was held in the City Hall sixth floor conference room in the City of Norfolk, Virginia. The meeting began at 12:05 pm on Wednesday, June 13, 2012 with Chairperson, Stephanie A. Calliott presiding. The following was the result of the roll call:

Attending the Meeting

S.A. Calliott
C.R. Neikirk
Y.T. Allmond
M.D. Jones
N. E. Nelson
E.G. Tucker

Absent

L. A. Bernert
K. W. Crowder
S. Felton

Sheryl Potter-Griggs, Acting Executive Director, Darrell Hill, Assistant City Manager, Mary L.G. Nexsen, Deputy City Attorney, Theodore Wilder, Business Analyst, Leo Taffe, Student attending George Mason University interning with the City Attorney's Office, Mark J. Geier, Member requesting accidental disability retirement, and Eric J. Killian, Member requesting accidental disability retirement, also attended the meeting.

The minutes for the meeting on May 09, 2012 were approved.

New Business

A. Applications for vested service retirement:

Joseph R. Corley, Active No. 25605, July 1, 2012 with no refund due.
[\[Fire Rescue Services\]](#)

Michael L. Lane, Active No. 22710, August 1, 2012 with no refund due.
[\[Public Works\]](#)

Clinton D. Langley, Active No. 23896, August 1, 2012 with no refund due.
[\[General Services\]](#)

B. Application for early service retirement:

Donna A. Dixon, Active No. 25886, July 1, 2012 with no refund due.
[\[Executive\]](#)

C. Applications for normal service retirement:

Alan J. Elder, Active No. 25747, July 1, 2012 with no refund due.
[\[Fire Rescue Services\]](#)

Patrick R. Harris, Active No. 22187, July 1, 2012 with no refund due.
[\[Human Services\]](#)

Wesley P. James, Active No. 21032, July 1, 2012 with no refund due.
[\[Fire Rescue Services\]](#)

Stroma J. Newton, Active No. 22683, July 1, 2012 with no refund due.
[\[Executive\]](#)

Sarah E. Oberle, Active No. 24188, July 1, 2012 with no refund due.
[\[Police\]](#)

Gary R. Stone, Active No. 23624, July 1, 2012 with no refund due.
[\[Fire Rescue Services\]](#)

Gregory A. Wooldridge, Active No. 21808, July 1, 2012 with no refund due.
[\[Fire Rescue Services\]](#)

Richard E. White, Active No. 26322, July 1, 2012 with no refund due.
[\[Human Services\]](#)

Dreama J. Balbo, Active No. 25446, August 1, 2012 with no refund due.
[\[Police\]](#)

Donald R. Grant, Active No. 24001, August 1, 2012 with no refund due.
[\[Fire Rescue Services\]](#)

Harry E. Warren, Active No. 26316, August 1, 2012 with no refund due.
[\[Police\]](#)

Michael D. Staats, Active No. 25583, September 1, 2012 with no refund due.
[\[Fire Rescue Services\]](#)

D. Recommendations by the Medical Board that the following be retired:

Mark J. Geier, Active No. 23670, June 1, 2012 with no refund due. This member requested accidental disability retirement. [\[Police\]](#)

The Board denied Mark J. Geier request for accidental disability retirement on the basis of not being eligible. He can apply for ordinary disability retirement.

Eric J. Killian, Active No. 29726, June 1, 2012 with no refund due. This member requested accidental disability retirement. [\[Police\]](#)

The Board approved Eric J. Killian for accidental disability retirement with a one-year review.

E. Death of retired members:

Dean C. Gross, Ret. No. 3022, death occurred January 22, 2012. No benefit payable due to no surviving spouse or dependent children.

Russell K. Davis, Ret. No. 6266, death occurred April 17, 2012. Spouse elected monthly benefit of \$341.46.

Mary A. Pulliam, Ret. No. 3368, death occurred April 18, 2012. No benefit payable due to no surviving spouse or dependent children.

Olivia V. Osei-Sarfo, Ret. No. 5707, death occurred April 19, 2012. No benefit payable due to no surviving spouse or dependent children.

Benny Lewis, Ret. No. 1826, death occurred April 22, 2012. No benefit payable due to no surviving spouse or dependent children.

Bennie T. Hogge, Ret. No. 3102, death occurred April 27, 2012. No benefit payable due to no surviving spouse or dependent children.

Cyril L. Smith, Ret. No. 2020, death occurred May 5, 2012. Spouse elected monthly benefit of \$323.50.

F. Death of spouse:

Dorothy C. Nixon, Spouse. No. 667, death occurred May 8, 2012. No benefit payable.

The Board approved withdrawal of the following non-contributing members:

<u>Name of Member</u>	<u>Active Number</u>
Malik T. Wilson	33383
Shamikia N. Wiggins	33359
Robert M. Sherman	33387
Michael A. Harris	33396
Patrick J. Lunney	33397
Ashley A. Smith	33420
Victor Dowell	33339
Javonda R. Shoffner	32912
Shaqueta Brown	32715
David E. Scott	33067
David C. Davis	33098
Harold W. Creason	33207
Nikia Wrighton	33300
Candice A. Crocker	32103
Reyna Rios	33235
Andrew C. Cassidy	33221

Total Members - 16

The following report of payments from the Trust Fund received and filed:

Baker's Crust (1)	\$ 135.30
Government Finance Officers Association (GFOA) (2)	207.00
National Association of Public Pension Attorneys (NAPPA) (3)	895.00
Earnest and Mary Weaver (4)	1,830.82
Troutman Sanders LLP (5)	2,571.00
Cheiron (6)	4,278.69
United States Treasury (7)	12,500.00
State Street Bank and Trust (8)	12,752.91
Summit Strategies Group (9)	45,843.75
City of Norfolk (10)	411,970.69
Retirement Payroll (Payroll est. for June 2012)	<u>6,100,000.00</u>
Total	<u><u>\$ 6,592,985.16</u></u>

- (1) Lunch served for Board Meeting - May 9, 2012
- (2) GAAFR 2012 - Professional Reference Text
- (3) Conference registration - Mary Lou Nexsen
- (4) Replacement check - benefit payment March 2012
- (5) Professional Services - Evelyn Traub / IRS Determination Letter
- (6) Retainer Services - April 2012
- (7) Filing fees - IRS Forms 5300 and 2848 / Determination Letter
- (8) Custodial Services - March 2012
- (9) Investment Consulting Services - April, May and June 2012
- (10) Reimbursement - Administrative expenses for FYE 06/30/12 (07/11 - 05/12)

Committee Reports

Administration and Planning:

Mrs. Potter-Griggs reported that the Committee did not have a meeting.

Investment Management:

The Investment Committee met prior to the Board Meeting. Mr. Neikirk reported that Jessica Portis of Summit Strategies Group provided information via conference call. The pension fund assets as of May 31, 2012 were \$823 million. This would bring our funded status to approximately 77%. The Committee received an update on the capital markets. Mr. Neikirk further stated that information was distributed that is worth reviewing regarding the discussion of the Universe which showed the comparison with our index. To summarize, the peer Universes that are used to compare with our index sometimes have significantly different securities compared with those securities in the index. Mr. Neikirk concluded by stating that

the Committee began discussing MLP Managers and will continue that discussion at the July 2012 Investment Committee Meeting.

Mrs. Potter-Griggs informed the Board that the addendum to the travel policy was sent via e-mail and there are hard copies available for your convenience.

Mrs. Potter-Griggs updated the Board regarding the fraudulent checks. The creator of those fraudulent checks has been apprehended and is being prosecuted in federal court. The court appearance scheduled for May 2012 was continued until July 2012.

Mrs. Calliott asked for an update on the variables requested from Cheiron. Mr. Wilder reported that Cheiron is working on the list of key variables for the Board's July 2012 meeting. The RFP for Actuarial and Consulting Services will be discussed at the August 2012 meeting.

The next Retirement Board meeting is scheduled for July 11, 2012 at 12:00 noon. There will be an Investment Committee Meeting at 11:00 a.m.

There being no further business, the meeting adjourned at 12:28 p.m.

Chairperson

Executive Director