

Minutes of the Regular Monthly Meeting  
Board of Trustees  
Employees' Retirement System of the City of Norfolk  
February 13, 2013

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 12:03 pm on Wednesday, February 13, 2013 with Chairperson, Stephanie A. Calliott presiding. The following was the result of the roll call:

<u>Attending the Meeting</u>	<u>Absent</u>
S.A. Calliott	K.W. Crowder
C.R. Neikirk	M.D. Jones
Y.T. Allmond	
L.A. Bernert	
A. M. Kelly	
N.E. Nelson	
E.G. Tucker	

Sheryl Potter-Griggs, Acting Executive Director, Mary L.G. Nexsen, Deputy City Attorney, and Theodore Wilder, Business Analyst, also attended the meeting.

The minutes for the monthly meeting held January 09, 2013 were approved as printed.

**New Business**

**A. Applications for vested service retirement:**

John Carl Shubert, Active No. 24844, December 1, 2012, with no refund due.  
[\[Neighborhood and Leisure Services\]](#)

Robert Carroll Slaughter III, Active No. 22259, December 1, 2012, with no refund due.  
[\[Courts\]](#)

Maxine W. Lewis, Active No. 22046, April 1, 2013, with no refund due.  
[\[Human Resources\]](#)

Larry D. Simmons, Active No. 27435, May 1, 2013, with no refund due.  
[\[Public Works\]](#)

**B. Application for early service retirement:**

Calvin T. Clay, Active No. 25746, March 1, 2013, with no refund due.  
[\[Public Works\]](#)

**C. Applications for normal service retirement:**

Mary L. Bishirjian, Active No.27617, April 1, 2013, with no refund due.  
[\[Information Technology\]](#)

Eula Down Britt, Active No. 31520, May 1, 2013, with no refund due.  
[\[Commonwealth Attorney's Office\]](#)

**D. Recommendation by the Medical Board that the following be retired:**

Samuel Overstreet, Jr., Active No. 29228, March 1, 2013 with no refund due. This member requested accidental disability retirement. [\[Recreation, Parks and Open Space\]](#)

The Board approved accidental disability retirement for Samuel Overstreet to be reexamined in one year.

John P. DeMarco, Active No. 30114, March 1, 2013 with no refund due. This member requested ordinary disability retirement. [\[Finance and Business Services\]](#)

The Board approved ordinary disability retirement for John P. DeMarco.

Tori O. Barrett, Active No. 29035, January 1, 2013 with no refund due. This member requested ordinary disability retirement. [\[Public Works\]](#)

The Board voted to defer taking any action on Tori O. Barrett's request until a second opinion by an orthopedist and physiatrist is completed for Dr. Sack to review.

**E. Ordinary deaths:**

James L. Lilly, III, Active No. 24647, death occurred November 12, 2012. Beneficiary elected lump sum payment of \$19,048.68.

Peggy K. Cooper, Active No. 31143, death occurred December 13, 2013. Beneficiary elected lump sum payment of \$12,827.07.

**F. Death of retired members:**

Morgan L. Puyear, Ret. No. 5173, death occurred June 23, 2011. No benefit payable due to no surviving spouse or dependent children.

Harry M. Wigren, Ret. No. 2662, death occurred November 10, 2012. No benefit payable due to no surviving spouse or dependent children.

Paul N. Richardson, Ret. No. 2556, death occurred December 13, 2012. Beneficiary is payable \$5,000.00 life insurance benefit.

Robert L. Lewis, Ret. No. 2295, death occurred December 17, 2012. No benefit payable due to no surviving spouse or dependent children.

James W. Haskett, Ret. No. 6185, death occurred December 18, 2012. No benefit payable due to no surviving spouse or dependent children.

Alfred L. Phipps, Jr., Ret. No. 4774, death occurred November 12, 2012. Spouse elected lump sum payment of \$9,953.18.

Rudolph Stallings, Jr., Ret. No. 4255, death occurred December 28, 2012. No benefit payable due to no surviving spouse or dependent children.

Gladys L. Guidt, Ret. No. 3219, death occurred January 11, 2013. No benefit payable due to no surviving spouse or dependent children.

Angie S. Rupert, Ret. No. 3656, death occurred January 21, 2013. No benefit payable due to no surviving spouse or dependent children.

Willie P. Brinkley, Ret. No. 3130, death occurred January 23, 2013. No benefit payable due to no surviving spouse or dependent children.

George M. Tatarian, Ret. No. 3408, death occurred January 24, 2013. No benefit payable due to no surviving spouse or dependent children.

Charles C. Doyle, Ret. No. 3015, death occurred February 1, 2013. No benefit payable due to no surviving spouse or dependent children.

**G. Death of spouses:**

Doris F. White, Spouse. No. 740, death occurred March 11, 2012. No benefit payable.

Florence T. Miller, Spouse. No. 530, death occurred August 1, 2012. No benefit payable.

Lydia H. Moody, Spouse. No. 582, death occurred November 17, 2012. No benefit payable.

Annie C. Dudley, Spouse. No. 067, death occurred November 21, 2012. No benefit payable.

Lydia M. Leggett, Spouse. No. 972, death occurred December 15, 2012. No benefit payable.

Thelma E. Neal, Spouse. No. 561, death occurred December 15, 2012. No benefit payable.

Angelina P. Ellis, Spouse. No. 476, death occurred December 25, 2012. No benefit payable.

Frances I. Baker, Spouse. No. 169, death occurred December 29, 2012. No benefit payable.

Helen S. Johnson, Spouse. No. 992, death occurred January 5, 2013. No benefit payable.

Grace E. Duke, Spouse. No. 028, death occurred January 16, 2013. No benefit payable.

Helen T. Mills, Spouse. No. 431, death occurred January 20, 2013. No benefit payable.

Shirley M. Kemp, Spouse. No. 625, death occurred January 23, 2013. No benefit payable.

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

<u>Name of Member</u>	<u>Active Number</u>
Mary L. Baker	33541
Patrick J. Smith	33421
Rondell Norfleet	33442
Elizabeth D. Liakos	33510
Felicia A. Cross	33787
Evyyan Woodard	33797
Michael J. Quebedeaux	33893
Melody M. Cappello	33946
Evan Earl Echlin	34024
Mary E. Nelson	34043
Brett E. Johnson	34063
Dennis A. Marston	34068
Regina M. Giroux	32634
Roberto Ramos	32755
Dwayne C. Price	33179
Shaneya S. Jackson	33191

Total Members – 16

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

Secretary of the Commonwealth (1)	\$ 10.00
Federal Express (2)	168.11
Baker's Crust (3)	179.42
Copy Connection (4)	372.30
Cheiron (5)	4,407.05
State Street Bank and Trust (6)	10,779.90
Retirement Payroll (Payroll est. for February, 2013)	6,200,000.00
Total	<u>\$ 6,215,916.78</u>

  

(1)	Hungarian POA apostilled
(2)	Information sent to State Street / GFOA
(3)	Lunch served for Board Meeting - January 9, 2013
(4)	Reproduction / Covers / Binding - CAFR 2012
(5)	Retainer Services - December 2012
(6)	Custodial Services - December 2012

## **Committee Reports**

### **Administration and Planning:**

Ms. Allmond reported that the Committee did not have a meeting.

### **Investment Management:**

Mr. Neikirk reported that the Investment Committee met this morning at 11:00 am. Preliminary results for the month of January were quite strong. The market value of the pension fund rose to \$908 million as of January 31, 2013. The funded status was 79% based on liabilities as of July 1, 2012. The fund asset class balances were within the tolerances in our IPS. In general, PIMCO outperformed as well as TIPS. Last year, Equities had a strong year; both US and International. The Committee received an update from our real estate managers, J.P. Morgan's Strategic Property Fund and UBS Trumbull Property Fund. Both have had good performance since inception with returns over 10%. They both continue invest in high quality properties using relatively low levels of leverage. We also received an update from Eric Ralph regarding our decision to invest in Tortoise and Harvest. Approximately \$23 million will come from the Russell 3000 Fund on February 21, 2013 to be invested with Harvest. The investment with Tortoise will be on March 7, 2013 with approximately \$18 million coming from the ACWI-ex US strategy and \$5 million from the Russell 3000 Fund. Mr. Neikirk concluded his remarks by informing the Board that the 4<sup>th</sup> Quarter 2012 Investment Review provided by Summit Strategies will be reviewed at the March Investment Committee meeting to begin at 11:00 am.

Mrs. Potter-Griggs informed the Board that the bank signature cards needed to be updated to remove Shenette Felton and add Alice Kelly. The Board approved the following as authorized check signers:

Stephanie Calliott  
Eric Tucker  
Alice Kelly  
Sheryl Potter-Griggs

Ms. Calliott on behalf of the Board presented Ted Wilder a plant and a card to say thank you for his 37 years of service to the City of Norfolk. "Thank you for looking out for the Employee and Retiree first and for reminding us that as Trustees that is our job." Mr. Wilder thanked the Board for the beautiful plant and card. Mr. Wilder stated that it had been a pleasure working with the Board. He thanked the Board for their due diligence and dedication. He concluded by saying that he would enjoy his retirement knowing that the Retirement System is in very capable hands.

Ms. Kelly informed the Board that she would be attending the GFOA conference and would be charging \$500 to the Retirement System. Mr. Wilder stated that in the past those funds were paid from City funds and not an expense of the Retirement System.

The next Retirement Board meeting is scheduled for March 13, 2013 at 12:00 noon.  
There will be an Investment Committee meeting at 11:00 am.

There being no further business, the meeting adjourned at 12:48 p.m.

---

Chairperson

---

Executive Director