

Minutes of the Regular Monthly Meeting
Board of Trustees
Employees' Retirement System of the City of Norfolk
June 4, 2014

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 12:01 pm on Wednesday, June 4, 2014 with Chairperson, Stephanie A. Calliott presiding. The following was the result of the roll call:

Attending the Meeting

S.A. Calliott
Y.T. Allmond
L.A. Bernert
A.M. Kelly
S. Joy-Hogg
N.E. Nelson
E.G. Tucker

Absent

C.R. Neikirk
K.W. Crowder

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

New Business

A. Applications for vested service retirement:

Linda H. Jones, Active No. 26357, May 1, 2013, with no refund due.
[\[General Services\]](#)

Angela Knight, Active No. 27919, December 1, 2013, with no refund due.
[\[Human Services\]](#)

Foreman E. Simmons, Active No. 27171, June 1, 2014, with no refund due.
[\[Human Services\]](#)

B. Applications for early service retirement:

LaCouness J. Jernigan, Active No. 26054, July 1, 2014, with no refund due.
[\[Police\]](#)

Robert Lemon, Active No. 24715, July 1, 2014, with no refund due.
[\[General Services\]](#)

Felton W. Lewis, Active No. 26864, July 1, 2014, with no refund due.
[\[Public Works\]](#)

Donald Ray Mellott, Active No. 30846, July 1, 2014, with no refund due.
[\[Human Services\]](#)

Larry L. Williams, Active No. 25489, July 1, 2014, with no refund due.
[\[General Services\]](#)

C. Applications for normal service retirement:

Larry W. Burkhart, Active No. 27703, July 1, 2014, with no refund due.
[\[Human Resources\]](#)

Susan M. Davenport, Active No. 33576, July 1, 2014, with no refund due.
[\[Norfolk Community Services Board\]](#)

James Richard Fox, Active No. 33602, July 1, 2014, with no refund due.
[\[Norfolk Community Services Board\]](#)

Linwood Fuqua, Active No. 31276, July 1, 2014, with no refund due.
[\[General Services\]](#)

Susan A. Grampp, Active No. 24597, July 1, 2014, with no refund due.
[\[Information Technology\]](#)

Gloria C. Salinas, Active No. 25104, July 1, 2014, with no refund due.
[\[Executive\]](#)

John M. Keifer, Active No. 26642, August 1, 2014, with no refund due.
[\[Public Works\]](#)

The Board approved Item A – Applications for vested service retirement; Item B – Applications for early service retirement and Item C – Applications for normal service retirement.

D. Medical Board review of application for disability retirement:

William A. Conway, Active No. 28910, July 1, 2014 with no refund due. This member requested ordinary disability retirement. [\[Police\]](#)

Huey L. Brown, Active No. 30755, July 1, 2014 with no refund due. This member requested ordinary disability retirement. [\[Public Works\]](#)

The Board approved Item D – Applications for ordinary disability retirement without further medical review.

E. Medical Board annual review of disability retirement beneficiaries:

Eric J. Killian, Ret No. 6606, July 1, 2012 on accidental disability retirement. [\[Police\]](#)

Dawn M. Pratt, Ret No. 6723, May 1, 2013 on accidental disability retirement. [\[Police\]](#)

Kathryne P. Martin, Ret No. 6510, October 1, 2011 on ordinary disability retirement. [\[Police\]](#)

Lucynthia J. Rawls, Ret No. 6679, January 1, 2013 on ordinary disability retirement. [\[Police\]](#)

The Board approved Item E – Medical Board’s annual reviews for ordinary disability retirement without further medical review for Kathryne P. Martin and Lucynthia J. Rawls; annual reviews for accidental disability retirement for Eric J. Killian without further medical review and Dawn M. Pratt with further medical review.

F. Ordinary death:

Freda G. Wiggins, Active No. 27499, death occurred January 8, 2014. Beneficiaries elected total lump sum payment of \$17,793.45.

G. Death of retired members:

Loomis V. Kennedy, Ret. No. 3960, death occurred April 2, 2014. No benefit payable due to no surviving spouse or dependent children.

Betty G. Kohler, Ret. No. 1939, death occurred April 25, 2014. No benefit payable due to no surviving spouse or dependent children.

Robert A. Lathon, Ret. No. 3016, death occurred April 30, 2014. No benefit payable due to no surviving spouse or dependent children.

Louis L. Guy, Ret. No. 4539, death occurred May 8, 2014. Spouse elected lump sum payment of \$44,897.41.

Linda C. Wolf, Ret. No. 4510, death occurred May 9, 2014. No benefit payable due to no surviving spouse or dependent children.

John A. Parker, Jr., Ret. No. 4317, death occurred May 11, 2014. No benefit payable due to no surviving spouse or dependent children.

Emma L. Webster, Ret. No. 5990, death occurred May 15, 2014. No benefit payable due to no surviving spouse or dependent children.

Jo K. Watts, Ret. No. 5394, death occurred May 20, 2014. Spouse elected lump sum payment of \$15,649.92.

Stanley Lenard, Ret. No. 4248, death occurred May 27, 2014. Spouse elected monthly benefit of \$946.71.

H. Death of spouses:

Sally M. Gray, Spouse No. 510, death occurred May 12, 2014. No benefit payable.

Mary W. Hayden, Spouse No. 100, death occurred May 25, 2014. No benefit payable.

Clara L. Sykes, Spouse No. 310, death occurred May 25, 2014. No benefit payable.

Iris G. Branch, Spouse No. 60, death occurred May 26, 2014. No benefit payable.

The Board approved benefit payments to the beneficiaries for Item F – Ordinary Death; Item G – Death of retirement members and removal from the payroll for Item H – Death of spouses.

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

<u>Name of Members</u>	<u>Active Number</u>
Deborah Lynn Creef	32596
Angela Rader	32635
Nikola T. Georgiev	32686
Kevin Revels	32687
Nicole R. Owens	32756
Kasey Marie Ballinger	32844
Sean M. Clark	32890
Chad A. Clark	33523
Tonya L. Carr	33565
Shauna Epps	33589
Paula B. Hanley	33616
Tonja N. Thornton	33763
Susan D. Wydler	33780
Total Members – 13	

The Board approved withdrawal of the following contributing members:

<u>Name of Member</u>	<u>Active Number</u>
James Lotz	32990
Brandon Sawyer	33122
Chester D. Slade	33268
Jasmine Cook	33306
Techera B. Upshur	33374
Timothy D. Stinson	33468
Shyreeta Brown Cress	33469
Lizetta McKesson	33490
Dominique Wilson	33518
Tiffani M. Wright	33519
Brad Lazernick	33790
Ryan Edward Lang	33819
Renee Britt	33933
Stephanie A. McQuown	34032
Sylvia D. Morris	34089
Ridge Willard	34138
Ali Akbor	34223
Demetrice R. Darby	34226
Lizette Rivera	34235
Kimberly A. Wood	34242
Brian M. Lindsay	34279
Adrienne J. Alper	34304
Tasina Gary	34366
Elizabeth A. Hast	34367
Jaylin C. Gethers	34374
Stephanie A. Jones	34434
Shawnte Parks Morris	34442
Tennille Y. Smith	34443
Darnell Dontrius Freeman	34463
Lemuel Terrell Dickens	34475
Melanie E. Walls	34478

Nancy L. Hinton	34482
Steven E. West	34591
John F. Eastman-Walters	34619

Total Members – 34

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

Baker's Crust (1)	\$ 99.84
Cheiron (2)	4,539.26
State Street Corporation (3)	9,276.81
Summit Strategies Group (4)	47,448.00
Retirement Payroll (Payroll est. for June, 2014)	<u>6,700,000.00</u>
Total	<u>\$ 6,761,363.91</u>

- (1) Lunch served for Board Meeting - May 7, 2014
- (2) Retainer Services - April 2014
- (3) Custodial Services -April 2014
- (4) Investment Consulting Services - April, May and June 2014

K. Disability reexamination status:

1 Kelly, Gerry	Accidental	Missing Paperwork Pending
2 Blow, Jason C.	Ordinary	Missing Paperwork Pending
3 Wethington, Mark A.	Accidental	Missing Paperwork Pending
4 Bibbons, D-uan P.	Accidental	Being Seen
5 Martin, Kathryn P.	Ordinary	5/20/2014 Sack
6 Sitzler, Samuel	Accidental	Being Seen
7 Brown, Sherrod M. Sr.	Ordinary	Missing Paperwork Pending
8 Killian, Eric J.	Accidental	5/13/2014 Sack
9 McAlprin, David M.	Ordinary	Being Seen
10 Rawls, Lucynthia J.	Ordinary	5/20/2014 Sack
11 Pratt, Dawn M.	Accidental	5/13/2014 Sack
12 Wynn, Nathaniel	Accidental	Missing Paperwork Pending
13 Cole, Keith J.	Accidental	Not Due

Medical Board report forwarded to Board.

Committee Reports

Administration and Planning:

Ms. Kelly reported that there was not an Administration and Planning Committee meeting, but that the contracts for actuarial services have been sent to Cheiron and should be in place by June 30, 2014. There is one contract between Cheiron and the System, and one contract between Cheiron and the City.

Investment Management:

There was not an Investments Committee meeting.

Other Topics

Ms. Kelly advised the Board that Council adopted an ordinance giving the Board authority to determine the amount of interest paid on member contributions, from 0-4%, on an annual basis. Ms. Kelly stated that she would present a recommendation to the Board at its July meeting. Mr. Bernert asked how much interest has been paid on member contributions. Ms. Kelly advised that Mrs. Potter-Griggs would forward that information.

Ms. Kelly also advised the Board of an upcoming municipal advisory rule that regulates municipal advisors and places a fiduciary duty on those professionals that advise governments when they sell bonds. This rule does not apply to the System, however Ms. Kelly wanted to make the Board aware.

The next Retirement Board meeting is scheduled for July 2, 2014 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 12:40 p.m.

A motion was made, seconded, and approved that the Board assemble in an executive session pursuant to Virginia Code Section 2.2-3711 A 7 for the discussion of a legal matter. At the conclusion of the closed session, the Board adopted the following Resolution:

**A RESOLUTION CERTIFYING AN EXECUTIVE SESSION OF THE
BOARD OF TRUSTEES OF THE EMPLOYEES' RETIREMENT
SYSTEM OF THE CITY OF NORFOLK IN ACCORDANCE WITH THE
PROVISIONS OF THE VIRGINIA FREEDOM OF INFORMATION ACT.**

WHEREAS, the Board of Trustees of the Employees' Retirement System of the City of Norfolk convened an executive session on June 4, 2014 pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia requires a certification of this Board that such executive session was conducted in conformity with Virginia law; now, therefore,

BE IT ORDAINED by the Board of Trustees of the Employees' Retirement System of the City of Norfolk:

Section 1: - That the Board hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii)

only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board.

Section 2: - That this resolution shall be in effect from and after its adoption.

Chairperson

Executive Director