

Minutes of the Regular Monthly Meeting
Board of Trustees
Employees' Retirement System of the City of Norfolk
May 7, 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 12:10 pm on Wednesday, May 7, 2014 with Chairperson, Christopher R. Neikirk presiding. The following was the result of the roll call:

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

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:

Robert Earl Lathon, Active No. 18390, February 1, 2013, with no refund due.
[\[Lake Taylor City Hospital\]](#)

David A. Pennpacker, Active No. 25166, March 1, 2014, with no refund due.
[\[Police\]](#)

Gloria S. Wright, Active No. 21206, May 1, 2014, with no refund due.
[\[Human Services\]](#)

Elizabeth P. Bryan, Active No. 21932, July 1, 2014, with no refund due.
[\[Human Services\]](#)

B. Applications for early service retirement:

Jeanneane A.K. Southern, Active No. 30886, June 1, 2014, with no refund due.
[\[Library\]](#)

Edwin A. Walker, Active No. 25181, June 1, 2014, with no refund due.
[\[Public Works\]](#)

C. Applications for normal service retirement:

Andrew C. Bagwell, Active No. 24268, June 1, 2014, with no refund due.
[\[Fire Rescue Services\]](#)

Keith C. Ballard, Active No. 25788, June 1, 2014, with no refund due.
[\[Police\]](#)

Barbara C. Muniz, Active No. 24087, June 1, 2014, with no refund due.
[\[Finance\]](#)

Edward Brey Scullion, Active No. 33525, June 1, 2014, with no refund due.
[\[Maritime Center\]](#)

Richard P. Simonton, Active No. 25159, June 1, 2014, with no refund due.
[\[Fire Rescue Services\]](#)

Kurtis D. Stanton, Active No. 23960, June 1, 2014, with no refund due.
[\[Police\]](#)

Charles E. Kittrell, Sr., Active No. 34247, July 1, 2014, with no refund due.
[\[Police\]](#)

Robert L. Weller, Active No. 31972, July 1, 2014, with no refund due.
[\[Recreation, Parks and Open Space\]](#)

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

D. Death of retired members:

Jessie Mae Price, Ret. No. 4370, death occurred March 14, 2014. No benefit payable due to no surviving spouse or dependent children.

Leroy Pugh, Ret. No. 2863, death occurred March 30, 2014. No benefit payable due to no surviving spouse or dependent children.

Virginia L. Geth, Ret. No. 5876, death occurred April 18, 2014. Spouse elected monthly benefit of \$185.11.

George P. Wagner, Ret. No. 6778, death occurred April 27, 2014. Spouse elected monthly benefit of \$426.60.

E. Death of spouses:

Frances L. Hill, Spouse No. 631, death occurred April 24, 2014. No benefit payable.

Jean V. Simpson, Spouse No. 943, death occurred April 27, 2014. No benefit payable.

The Board approved benefit payments for Item D – Death of retired members; and removal from the payroll for Item E – Death of spouses.

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

<u>Name of Members</u>	<u>Active Number</u>
Richard E. Ober	32735
Edward Brey Scullion	33525
Suzanne F. Overstreet	33703

Total Members – 3

The Board approved withdrawal of the following contributing members:

<u>Name of Member</u>	<u>Active Number</u>
Rashanda McGee	33193
Amy M. Fries	33379
Albert E. Jones, Jr.	33501
Lashiona N. Scott	34323
Jason R. Cozort	34399
Megan J. Ball	34356
Carlton H. Garriss	34379
Zachary O'Connor Dailey	34014
Theresa Tate	34427
Paul F. Woodward	34441

Total Members – 10

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

Federal Express (1)	\$ 104.62
Baker's Crust (2)	106.13
Mary Lou Nexsen (3)	895.00
Cheiron (4)	7,655.76
State Street Corporation (5)	12,669.48
Retirement Payroll (Payroll est. for May, 2014)	<u>6,600,000.00</u>
Total	<u>\$ 6,621,430.99</u>

- (1) Information sent to State Street, Cheiron and beneficiary
- (2) Lunch served for Board Meeting - April 2, 2014
- (3) Reimbursement - Registration 2014 NAPPa Conference
- (4) Retainer Services - March 2014 \$4,539.26 / DROP Study \$3,116.50
- (5) Custodial Services - March 2014

H. Disability reexamination status:

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

Committee Reports

Administration and Planning:

Ms. Kelly reported that the Committee and the Acting Executive Director interviewed the top four (4) vendors of the nine (9) vendor proposals received. The Committee selected Cheiron, Inc. and recommended their selection to the City's Purchasing Agent and the Board. The Board approved the selection of Cheiron, Inc. as the actuarial services contractor for the System.

Investment Management:

Mr. Neikirk reported that the Investment Committee met at 11:30 a.m. The Committee, with Jessica Portis of Summit Strategies, continued discussion on rewriting the rebalancing section of the Investment Policy Statement with a formulaic approach and updating language in a redlined version for submission at a future meeting.

The Committee discussed the Capital Markets Review, Flash Report and the Asset/Liabilities Scorecard reports, and reported that the former TIPS allocation has been reallocated to the Barclays Capital Aggregate strategy.

Other Topics

Mrs. Joy-Hogg reported the following being considered as part of the FY 15 Budget to City Council by Administration:

- 5% mandatory employee contribution to the System for all active personnel not currently contributing.
- A Deferred Retirement Option Program (DROP) for public safety employees

- Change to the accrued interest earned on employee contributions (4%) paid to those non-vesting employees terminating from the City.

The next Retirement Board meeting is scheduled for June 4, 2014 at 12:00 noon. There will not be an Investment Committee meeting at 11:00 a.m.

There being no further business, the meeting adjourned at 1:16 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 May 7, 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