



RETIREMENT BOARD OF TRUSTEES

MEETING MINUTES



Phone: (757) 664-4738 Email: retirement@norfolk.gov Website: www.norfolk.gov/retirement Form No: 7505

I. COMMENCEMENT

1. Chairperson call meeting to order.

Meeting Date	Start Time	End Time	Meeting Type
3/6/2019	12:00 PM	12:56 PM	Regular Session
Meeting Location			
City Hall Building, Sixth Floor Conference Room			
810 Union Street, Norfolk, Virginia			

2. Roll call.

	Present
Stephanie A. Calliott	<input checked="" type="checkbox"/>
Christopher R. Neikirk	<input type="checkbox"/>
Yvonne T. Allmond	<input checked="" type="checkbox"/>
Lawrence A. Bernert, III	<input checked="" type="checkbox"/>
Rev. Kenneth W. Crowder	<input checked="" type="checkbox"/>
Arthur M. Eason, III	<input checked="" type="checkbox"/>
Catheryn Whitesell	<input checked="" type="checkbox"/>
Christine Garczynski	<input checked="" type="checkbox"/>
Daryl Howard	<input checked="" type="checkbox"/>
Eric G. Tucker	<input checked="" type="checkbox"/>

Additional Attendees

Penny DeLosh Executive Director	Andy Fox Deputy City Attorney I	Marva Smith HR
Paris Clark NERS Cust Serv Rep		

3. Approval of minutes of monthly meeting held:

February 6, 2019

APPROVED

II. NEW BUSINESS

- A. Service Retirement Applications** APPROVED
The Retirement Office requests Board-approval of each service retirement application listed on EXHIBIT 1 (if any).
Total: 9
- B. Disability Retirement Applications** APPROVED
The Retirement Office requests Board-approval of each Medical Board-reviewed disability retirement application listed on EXHIBIT 2 (if any).
Total: 2
- C. Disability Reexamination Determinations** N/A
The Retirement Office requests Board-approval of each Medical Board-reviewed disability retirement reexamination listed on EXHIBIT 3 (if any).
Total: 0
- D. Death Benefit Claims** APPROVED
The Retirement Office requests Board-approval of each payable death benefit claim listed on EXHIBIT 4 (if any).
Total: 5

III. REPORTING

- A. Member Separation Report**
The Retirement Office is processing each nonvested member separation listed on EXHIBIT 5 (if any). This will require refunding mandatory contributions.
Total: 23
Value: \$84,696.35
- B. DROP Exit Report**
The Retirement Office is processing each DROP Participant separation listed on EXHIBIT 6 (if any).
Total: 4
- C. Report of Deaths**
The Retirement Office is processing each member or beneficiary death listed on EXHIBIT 7 (if any).
Total: 9
- D. Retirement Rescissions**
The Retirement Office is processing each member or beneficiary death listed on EXHIBIT 8 (if any).
Total: 0
- E. Previous Docket Amendments and Corrections**
N/A.

F. Obligations Reported for Payment

Refer to EXHIBIT 9.

G. Disability Reexaminations Status Report

The Retirement Office is processing each disability retirement reexamination listed on EXHIBIT 10 (if any).

Total: 19

H. Committee Reports: Administration and Planning & Investment Management**1. Administration and Planning – No meeting held.**

- (1) Optional Allowances with City legal, Andy Fox. NERS to provide clarification of optional allowances at next meeting
- (2) Automatic Rollover Vehicle obtained – Millennium Trust

2. Investment Management.**a) Monthly Flash/Capital Markets.**

- (1) As of January 2019, asset market values of \$1.063 billion resulting in an 73% funded status
- (2) Investments within range

b) Investment committee concerns/suggestions for NERS investment consultant RFP. RFP process to be suspended until investment committee new chair appointed**c) No Anticipated Investment Committee Meeting.****I. Other/Old Business**

1. "Losing A Loved One: A Guide For Those Left Behind" (Know 2 Ask Series) mailed to retirees with notification of PeopleSoft new self-service options: direct deposit, change to federal tax elections and change of address.

J. Adjournment

Next Meeting: April 3, 2019

Anticipated Quorum: Yes No

Scheduled Guest Speaker(s): _____

Exhibit 1

Service Retirement Applications

	Active No	Member Name	Department	Retirement Date	Retirement Type	Election	Refund Due
1.	26593	Condon, Scott A.	Fire-Rescue Services	4/1/2019	Normal	DROP	No
2.	28129	Connally, Stephen G.	Fire-Rescue Services	4/1/2019	Normal	N/A	No
3.	29460	Davis, Karin S.	Human Services	4/1/2019	Early	Reduced	No
4.	25684	George, John J.	N/A	5/1/2019	Vested	N/A	No
5.	22997	Howell-Arrington, Jennie K.	Human Services	4/1/2019	Normal	N/A	No
6.	32050	Livingston-Slagle, Shelia	Planning	4/1/2019	Normal	N/A	No
7.	26963	Perry, Cheryl A.	N/A	4/1/2019	Vested	N/A	No
8.	32902	Spencer, James V. III	General Services	5/1/2019	Normal	N/A	No
9.	22897	Lynch, Monique R.	General Services		Normal	N/A	No

Exhibit 2

Disability Retirement Applications

	Active No	Member Name	Department	Retirement Date	Retirement Type	Refund Due	Next Reexam
1.	27554	Bond, Katherine L.	Human Services	4/1/2019	Ordinary	No	Annual
2.	28454	Rascoe, Wilhemina E.	General Services	4/1/2019	Ordinary	No	Annual

Exhibit 3

Disability Reexamination Determinations

	Ret No	Member Name	Retirement Date	Reexam Date	Retirement Type	Next Reexam
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Exhibit 4
Death Benefit Claims

	Active No	Member Name	Death Date	Effective Date	Is Spouse	Death Benefit	Election Status
1.	21158	Dyson, James W.	11/28/2018	3/1/2019	Yes	Death After Ret.	Monthly Benefit
2.	10219	Godfrey, Garland L.	2/7/2019	3/1/2019	Yes	Death After Ret.	Monthly Benefit
3.	19117	French, Michael	12/21/2018	3/1/2019	No	Ordinary Death	Lump Sum (3)

Exhibit 5

Member Separation Report

	Active No	Member Name
1.	36331	Bevill, Anna C.
2.	36588	Bogues, Claude M.
3.	36984	Burke, Vanna S.
4.	36006	Canady, Ebony S.
5.	35318	Davis, Montoya J.
6.	35858	Deberry, Anthony M.
7.	36376	Heart, Dacheniqua K.
8.	35728	Jackson, Andrew R.
9.	35313	Keitt, Shannon A.
10.	36433	King, Ayiesha
11.	35673	Lassiter, Phillip M.
12.	35270	Lee, Lolita M.
13.	34638	Lewis, Mechelle A.
14.	36949	Machado, Jessica G.
15.	37093	Massey, Shawn J.
16.	35576	McReynolds, Taylor W.
17.	36505	Monsanto, Allannio
18.	35068	Randolph, Tanishia M.
19.	35145	Smith, Cora L.
20.	35418	Smith, Teresa L.
21.	36002	Waters, Barry U.
22.	36197	Williams, Casey A.
23.	35472	Williams, Ernesha R.

Exhibit 6
DROP Exit Report

	Ret No	Member Name	Department	Effective Date
1.	07111R	Brunner, Michael J.	Police	3/1/2019
2.	07289R	Crank, Marion R. Jr.	Police	4/1/2019
3.	07129R	Powell, Victor H.	Police	4/1/2019
4.	07117R	Worley, Harry W.	Fire-Rescue Services	3/1/2019

Exhibit 7
Report of Deaths

	Active No	Decedent Name	Decedent Type	Death Date
1.	21979	Carr, Paul A.	Retiree	2/15/2019
2.	28787	Dabbs, Joyce	Retiree	12/14/2018
3.	21158	Dyson, James W.	Retiree	11/28/2018
4.	10219	Godfrey, Garland L.	Retiree	2/7/2019
5.	15685	Harris, William D.	Spouse	2/15/2019
6.	23184	Isaac, Isabelle	Retiree	2/11/2019
7.	11712	Muller, Marion	Spouse	2/11/2019
8.	09452	Pipis, Michael R.	Retiree	2/19/2019
9.	06677	Weller, Robert L.	Retiree	2/14/2019

Exhibit 8

Retirement Recissions

	Active No	Member Name	Department	Retirement Date	Retirement Type	Recission Date
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Exhibit 9

Obligations Reported for Payment

	Description	Amount
1.	State Street Corporation	\$8,972.77
2.	Cheiron	\$4,733.69
3.	AndCo, Inc.	\$17,082.67
4.	Fort Norfolk Plaza Cardiology	\$300.00
5.	The Gourmet Gang	\$166.48
6.	Willcox & Savage	\$1,453.10
7.	Est. Retirement Payroll	\$7,800,000.00
8.	TOTAL	\$7,832,708.71

Additional Details

- (1) Custodial Services - Feb (Estimated) \$8,972.77- June - October Invoices paid in Feb. (Wire, \$47,647.52)
- (2) Consulting services - Feb 2019 (Estimated) \$4,733.69
- (3) Consulting services - Feb 2019 (Estimated) \$17,082.76
- (4) Fort Norfolk Cardiology - Chk. 1329
- (5) Feb. 2019 Meeting Lunch - Chk. 1327
- (6) Professional Services Agreement No. 65620.011 - Chk. 1328
- (7) Estimated Payroll for March 2019

Exhibit 10

Disability Reexaminations Status Report

	Ret No	Member Name	Retirement Date	Reexam Date	Retirement Type	Medical Board Status
1.	07244R	Allison, Curtis L.	11/1/2015	5/2/2020	Accidental	<i>2 Year Reexam 2020</i>
2.	06586R	Brown, Sherrod M. Sr.	6/1/2012	4/17/2018	Ordinary	<i>Medical Board Review (Newby) Apr 2018</i>
3.	06942R	Cole, Keith J.	4/1/2014	2/1/2019	Accidental	<i>Notification Sent</i>
4.	07563R	Cooke, Lenora W.	11/1/2017	11/1/2019	Accidental	<i>Annual Reexam 2019</i>
5.	07616R	Dickason, Robert W.	4/1/2018	4/1/2019	Accidental	<i>Annual Reexam 2019</i>
6.	06985R	Doke, Annie	8/1/2014	5/1/2019	Ordinary	<i>Annual Reexam 2019</i>
7.	07231R	Fancher, Courtney D.	10/1/2015	7/11/2021	Accidental	<i>3 Year Reexam 2021</i>
8.	07535R	Hall, Scott	9/1/2017	9/1/2018	Ordinary	<i>member to bring physician report: suspend benefit</i>
9.	07724R	Harris, Dennis L.	12/1/2018	12/1/2019	Ordinary	<i>Annual Reexam 2019</i>
10.	07124R	Lambson, Leland	4/1/2015	3/1/2019	Ordinary	<i>Notification Sent</i>
11.	07747R	Porter, Louis E.	1/1/2019	12/1/2019	Ordinary	<i>Annual Reexam 2019</i>
12.	07258R	Robertson, Neal A.	12/1/2015	1/23/2018	Accidental	<i>to Dr. Sack/possible suspend</i>
13.	07748R	Seay, Michael K.	1/1/2019	12/1/2019	Ordinary	<i>Annual Reexam 2019</i>
14.	07562R	Stalker, Ward E.	11/1/2017	11/1/2018	Ordinary	<i>Annual Reexam 2018</i>
15.	07442R	Vandivort, Mary A	1/1/2017	12/1/2019	Ordinary	<i>Annual Reexam 2019</i>
16.	07536R	Warner, Jerry	9/1/2017	9/1/2018	Accidental	<i>Annual Reexam 2019</i>
17.	06262R	Wethington, Mark A.	12/1/2010	12/14/2017	Accidental	<i>Medical Board Review (Newby)</i>
18.	07725R	White, Mario D.	12/1/2018	12/1/2018	Ordinary	<i>Annual Reexam 2019</i>
19.	07603R	Wotring, Paul	3/1/2018	3/1/2019	Accidental	<i>Annual Reexam 2019</i>