



**RETIREMENT BOARD OF TRUSTEES**  
**MEETING DOCKET**

<b>Phone:</b> <b>(757) 664-4738</b>	<b>Email:</b> <a href="mailto:retirement@norfolk.gov">retirement@norfolk.gov</a>	<b>Website:</b> <a href="http://www.norfolk.gov/retirement">www.norfolk.gov/retirement</a>	<b>Form No:</b> <b>7503</b>
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**I. COMMENCEMENT**

**1. Chairperson call meeting to order .**

Meeting Date	Start Time	End Time	Meeting Type
11/03/2021	12:00 PM	12:30 PM	Regular

**Meeting Information**

This meeting of the Norfolk Employees' Retirement System Board of Trustees is being held by electronic communication means pursuant to Virginia Code § 2.2-3708.2(A)(3).

The City of Norfolk has declared a Local State of Emergency pursuant to Virginia Code § 44-146.21 due to the public health danger of the novel coronavirus COVID-19 pandemic, which constitutes a disaster and emergency.

The catastrophic nature of the COVID-19 pandemic makes it impracticable or unsafe for this public body to assemble a quorum in a single location.

The purpose of this meeting is to provide for the continuity of operations of this public body or the discharge of its lawful purposes, duties, and responsibilities.

This meeting will be conducted by the following electronic communication means: through WebEx phone and videoconferencing.

Public notice for this meeting was given contemporaneously with the notice provided to these members. Public notice was given on October 21, 2021, on the City of Norfolk's website, at prominent locations in City Hall, at the Clerk's Office.

The public may access the meeting through the following electronic means: by WebEx phone or videoconferencing through the address provided in the public notice for this meeting.

Dial In: 1-415-655-0002

Access Number: 2302 865 4375

Link:

<https://convoice.webex.com/convoice/j.php?MTID=m31507afbb1a0d0751836f9f5ec61704a>

2. **Roll call.**

	Present
<b>Lawrence A. Bernert, III (Chair)</b>	R
<b>Yvonne T. Allmond (Vice-Chair)</b>	R
<b>Rev. Kenneth W. Crowder</b>	£
<b>Elizabeth (Liz) A. Delude</b>	£
<b>Arthur M. Eason, III</b>	R
<b>Daryl Howard</b>	£
<b>James Izard (Investment Committee Chair)</b>	R
<b>Christina (Tina) Talley</b>	£
<b>Christine Garczynski (Admin and Planning Committee</b>	R
<b>Catheryn Whitesell</b>	R

**Additional Attendees**

<b>Penny DeLosh</b> Executive Director	<b>Jackie Cowan</b> Retirement Benefits Administrator	<b>Andy Fox</b> Deputy City Attorney I
<b>Dan Johnson</b> AndCo	<b>Lauren Albanese</b> Financial Investment News	

3. **Approval of minutes of meeting held September 15, 2021:**

RApproved

Denied

## II. REPORTING

<b>Reporting Period: October - November 2021</b>		<b>TOTAL</b> (Submitted/Approved)
<b>A. Service Retirement Applications</b>		<b>32</b>
1. Normal Service Retirement		22
2. Normal Service Retirement with DROP		1
3. Early Service Retirement - Reduced		3
4. Early Service Retirement - Deferred		0
5. Vested Service Retirement		6
<b>B. Disability Retirement Applications</b>		<b>0</b>
6. Accidental Disability Retirement		0
7. Ordinary Disability Retirement		0
<b>C. Disability Reexamination Determinations</b>		<b>0</b>
<b>D. DROP Exit Report</b>		<b>4</b>
<b>E. Report of Deaths</b>		<b>14</b>
1. Retiree		14
2. Spouse or Beneficiary		0
<b>F. Death Benefit Claims</b>		<b>10</b>
<b>G. Retirement Rescissions</b>		<b>0</b>
<b>H. Previous Docket Amendments and Corrections</b>		<b>0</b>
<b>I. Nonvested Member Separation</b>		<b>70</b>
Total		<b>\$249,067.96</b>

**J. Obligations Reported for Payment**

Refer to EXHIBIT 1

**K. Committee Reports: Administration and Planning & Investment Management**

1. Administration and Planning Committee - no meeting
2. Investment Management Committee -
  - a. Executed agreement with North Pier to begin search process for Outsourced Chief Investment Officer (OCIO)
    - i. Meeting to be held on November 9, 2021, at 1:00 p.m.
  - b. Executed revised AndCo consulting services agreement
  - c. As of July 1, 2019, Total Plan Actuarial Liability (AL) is \$1.398 billion, and the Actuarial Value of Assets (AVA) is \$1.097 billion for an Actuarial funded ratio (AVA/AL) of 79%. Using the Market Value of Assets (MVA), the Market Funded Ratio (MVA/AL) was approximately 99% in August 2021 and 96% in September 2021
  - d. Relevant Asset Allocation
    - i. Global Equities decreased by 0.65%
    - ii. Fixed Income increased by 0.27%
    - iii. Real Estate increased by 0.20%
    - iv. MLP's increased by 0.19%
  - e. Total Fund Composite decreased by 0.27%
  - f. Total Fund Policy Index decreased by 0.66%

**L. Other / Old Business**

1. Virginia Retirement System (VRS)
  - a. Effective January 1, 2022, all City employees newly hired and rehired will be participating member of the VRS
  - b. All current, active Norfolk Employees' Retirement System members will have a window of opportunity (January 1, 2022 through December 31, 2022) to elect to terminate their NERS membership and become participating members in VRS or to remain a NERS participant. This is an irrevocable retirement plan election.
  - c. NERS vs VRS educational sessions conducted through Microsoft Teams

- i. Approximately 600 employees have attended an educational session, which provides an overview and a comparison between NERS and VRS. At the end of each session there is a Question and Answer session with the members.
- ii. Presentations have been made available on the staff intranet
- iii. Individual consultations have been made available

2. UBS
  - a. Distribution amount of \$1,410,271.70 received on October 5, 2021
  - b. Distribution amount of \$230,841.43 received on October 22, 2021

## **M. New Business/Other**

1. NERS received the award for Outstanding Achievement in Popular Annual Financial Reporting from the Government Finance Officers' Association (GFOA). This was the first time NERS had prepared and submitted a Popular Annual Financial Report (PAFR), and to receive the award for our first submission puts us in an elite group. The PAFR is a best practice designed to give our stakeholders an easy-to-understand overview of the NERS' financial position.
2. Schedule Cheiron presentation of Actuarial Valuation Report as of June 30, 2021, presentation (Anticipated January 2022 Board of Trustees meeting)
  - a. Board of Trustees will present to City Council once the Outsourced Chief Investment Officer search has been completed

## **N. Adjournment**

<b>Next Meeting:</b>	<b>January 5, 2022</b>	
<b>Anticipated Quorum:</b>	<b>R</b>	<b>Yes    No</b>
<b>Scheduled Guest</b>		

**Exhibit 1**  
**Obligations Reported for Payment September - October 2021**

	Description	Amount
1.	State Street Corporation	\$20,777.38
2.	Cheiron	\$5,021.96
3.	Harvest Fund Advisors, LLC	\$108,841.01
4.	Tortoise Capital Advisors, LLC	\$82,000.00
5.	PIMCO	\$68,000.00
6.	AndCo	\$52,000.00
7.	Retirement Payroll October 2021 & November 2021	\$16,025,339.84
8.	Pension Benefit Information	\$3,067.00
9.		
10.		
11.		
12.	<b>TOTAL</b>	<b>\$16,365,047.19</b>

**Additional Details**

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1. Custodial Services - Sept 2021 - Oct 2021 (\$10,473.11 July 2021, \$10,304.27 August 2021 invoice paid September & October 2021)
2. Actuarial Services - Sept 2021 - Oct 2021 (\$5,021.96 August 2021 invoice paid September 2021)
3. Harvest Fund Advisors (2021 Q3 invoice, paid October 2021)
4. Tortoise Capital Advisors, LLC (2021 Q3 invoice, estimated)
5. PIMCO (2021 Q3 invoice, estimated)
6. AndCo (2021 Q3 invoice, estimated)
7. Payroll for October 2021 \$8,025,339.84 (actual) and November 2021 \$8,000,000 (estimated)
8. Pension Benefit Information (Death Audit Services from 09/2021 - 08/2022)