

Minutes of the Regular Monthly Meeting
Board of Trustees
Employees' Retirement System

May 3, 2017

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 fifth floor conference room in the City of Norfolk, Virginia. The meeting began at 12:00 p.m. on May 3, 2017, with Chairperson Christopher R. Neikirk presiding. The following was the result of the roll call:

Attending the Meeting

Christopher R. Neikirk
Yvonne T. Allmond
Lawrence A. Bernert, III
Michael Goldsmith
Christine Garczynski
Eric G. Tucker

Absent

Stephanie A. Calliott
Rev. Kenneth W. Crowder
Arthur M. Eason, III
Nicholas E. Nelson

John Howard, Norfolk Police officer, Matthew Spencer, Norfolk Police Officer, Mary L.G. Nexsen, Deputy City Attorney, and Penny DeLosh, Programs Manager attended the meeting.

The minutes for the meeting held on April 5, 2017, were approved.

New Business

A. Applications for Vested Service Retirement:

Isaiah Hyman, Active No. 27012, July 1, 2017, with no refund due.

[Utilities]

John C. Kownack, Active No. 24146, May 1, 2017, with no refund due.

[Human Services]

Shelley J. Lewis, Active No. 32049, April 1, 2017, with no refund due.

[Public Health]

Jesse E. Mathews, Active No. 26733, May 1, 2017, with no refund due.

[Fleet Management]

Damaso M. Medel, Active No. 30808, October 1, 2016, with no refund due.

[Police]

B. Applications for Early Service Retirement:

John D. Coltrane, Active No. 30533, June 1, 2017, with no refund due.

[Fire-Rescue Services]

Alan C. Epstein, Active No. 27629, July 1, 2017, with no refund due.
[Police]

C. Applications for Normal Service Retirement:

Anthony W. Anderson, Active No. 25357, June 1, 2017, with no refund due.
[Planning]

Phyllis M. Carter, Active No. 24211, June 1, 2017, with no refund due.
[Executive]

Sharon J. Hendrick, Active No. 25774, June 1, 2017, with no refund due.
[Finance]

Kathleen Hollandsworth, Active No. 20351, June 1, 2017, with no refund due.
[Police]

Sammy E. Norville, Active No. 27600, June 1, 2017, with no refund due.
[Utilities]

Jimmy A. Roberson Sr., Active No. 22764, June 1, 2017, with no refund due.
[Utilities – Water]

David Sullivan, Active No. 33316, June 1, 2017, with no refund due.
[Slover Library]

Jaycey Williams, Active No. 25610, June 1, 2017, with no refund due.
[Recreation, Parks and Open Spaces]

*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. Applications for Deferred Retirement Option Program (DROP):

N/A

E. Exit from Deferred Retirement Option Program (DROP):

William T. Corbett, Ret No. 07046R, June 1, 2017, with a \$59,381.72 DROP account balance due.
[Fire-Rescue]

*The Board approved: **Item E** – Exit from Deferred Retirement Option Program (DROP).*

F. Medical Board Review of Application for Disability Retirement Benefits:

John R. Howard, Active No. 20522, June 1, 2017, with no DROP account balance refund due.
[Police]

*The Board approved: **Item F** – Medical Board Review of Application for Disability Retirement Benefits.*

G. Ordinary Death of Employee:

Alonzo C. Burroughs, Active No. 32932, death occurred on March 1, 2017. Designated beneficiary payment pending.

H. Death of Retired Members:

Lillian D. Durham, Ret No. 05236R, death occurred on March 28, 2017. Spouse benefit election pending.

John F. Foist, Ret No. 06544R, death occurred April 11, 2017. Spouse elected monthly benefit in the amount of \$454.35.

Nancy L. Forman, Ret No. 04205R, death occurred April 19, 2017. No benefit payable due to no surviving spouse or dependent children on record.

Charles E. McCaskill, Ret No. 04342R, death occurred August 20, 2016. Spouse elected monthly benefit in the amount of \$249.15.

*The Board approved: **Item G** – Ordinary Death of Employee; and **Item H** – Death of Retired Members.*

I. Death of Retired Members (Previously Reported) Beneficiary Benefit Election:

N/A

J. Death of Member eligible for Vested Retirement Benefit:

N/A

K. Death of Spouses:

Anne Kavanaugh, Spouse No. 00807N, death occurred April 12, 2017. No benefit payable.

Delores W. Todd, Spouse No. 00753N, death occurred October 11, 2016. No benefit payable.

*The Board approved: **Item K** – Death of Spouses.*

L. Retirement Rescissions:

N/A

M. Previous Docket Amendments and Corrections:

N/A

N. The Board approved withdrawal of the following contributing members with \$109,824.27 of contributions due:

<u>Member Name</u>	<u>Active Number</u>
Jessica L. Bunch	33481
Ami Krraber Phillips	33659
Felicia Cofield Chapel	33785
John L. Hickman	33816
Maurice A. Wright	34253
Chelsea Leigh Hohlweg	34456
Jonathan T. Harris	34690
Inga C. Hoskins	34856
Toby Towanda Hursey	34924
Kimberly Anne Morse	35056
Gary Wayne Tolley	35164
Preston Ross West	35205
Chela D. Billups	35316
Wendy Siobhan Saunders	35467
George R. Windfield, III	35525
Santos K. Hicks	35630
Alrena R. Hanna-Dantzler	35668
Sylvia Alonzo	35782
Sonya D. Blount	35872
Tai L. Stewart	35959
Preeteka Singh	35396
Samantha L. Murray	35962
John H. M. McFarlane	35895
Stacy L. Gonzales	35332
Vanessa H. Dorbin	34581
Rodney K. Boone	35770
Linh My Le	35763
Shawn J. Massey	35815
Joshua D. Dreano	35821
Jaquel L. Alford	34118
Erica N. Sears	35975
Stephen R. Scharver	35958
Najee K. White	35901
Ronald E. Thomas	35978
Sonja M. Nowlin	34734
Julia M. Martin	34930
Rebecca F. Liddell	34186
Lynette K. Johnson	34582

Charmaine B. Clarke	35696
Devon Askew	33927
Pamela B. Alexander	35764
Matthew K. Travis	35809

Total – 42

O. Obligations Reported for Payment:

Norfolk Employees' Retirement System

OBLIGATIONS REPORTED FOR PAYMENT

May 3, 2017



State Street Corporation (1)	\$ 17,403.58
Cheiron (2)	4,461.96
Summit Strategies, Inc (3)	32,514.67
Gourmet Gang (4)	117.76
Benefits Payments (5)	7,940.15
Retirement Payroll (Payroll for March 2017)	<u>6,977,354.36</u>
Total	<u><u>\$7,039,792.48</u></u>

- (1) Custodial Services for March & April
- (2) Retainer fee for March
- (3) Consulting Services for April 1 to May 31, 2017
- (4) Lunch served for Board Meeting - April
- (5) Retirement Benefits Payments

P. Disability Reexaminations Status:

1	Robertson, Denise L.	Accidental	<i>Processing Paperwork</i>
2	Cratt, David	Ordinary	<i>Processing Paperwork</i>
3	Sydow, Nathan V.	Ordinary	<i>Processing Paperwork</i>
4	Lambson, Leland	Ordinary	<i>Processing Paperwork</i>
5	Wethington, Mark A.	Accidental-REX	<i>Not Due</i>
6	Russell, Clifton D.	Ordinary	<i>Not Due</i>
7	Cole, Keith J.	Accidental-REX	<i>Not Due</i>
8	Fancher, Courtney D.	Accidental	<i>Not Due</i>
9	Allison, Curtis L.	Accidental	<i>Not Due</i>
10	Pratt, Dawn M.	Accidental-REX	<i>Not Due</i>
11	Robertson, Neal A.	Accidental	<i>Not Due</i>
12	Brown, Sherrod M. Sr.	Ordinary-REX	<i>Not Due</i>
13	Doke, Annie	Ordinary-REX	<i>Not Due</i>
14	Gannaway, Stephen M.	Accidental	<i>Not Due</i>
15	Tew, Gerald R.	Ordinary	<i>Not Due</i>
16	Wynn, Nathaniel	Accidental-REX	<i>Not Due</i>

***There are 16 disability retirees up for reexamination;
4 have paperwork in process; 12 are not due now.***

Q. Previous Docket Amendments:

N/A

R. IRS Issues Regarding Submission – M. Nexsen (Moved to Executive Session)

S. Workers' Compensation Identified Issue (Moved to Executive Session)

T. Committee Reports: Administration and Planning & Investment Management.

- a. Administration and Planning – No official meeting
 - i. Draft request for proposal for banking – anticipated summer submission
- b. Investment Management - 11:30 a.m. – 12:00 p.m.
 - i. Draft request for proposal for a consultant
 1. Last contract July 2003 with 30 day termination notice
 2. Current fees approximately \$190,000 per year
 - ii. Draft request for proposal of custodian following the consultant request for proposal
 - iii. Monthly Flash/Capital Markets
 1. As of March 31, 2017, assets are at \$1.0285 billion

2. Approximate funded status based on the July 1, 2016, actuarial liability of 84%; funded market value liability of 82%

U. Other / Old Business

The Board heard a summary from Mary Lou Nexsen, Deputy City Attorney, pertaining to item R. IRS Issues Regarding Submission and item S. Workers' Compensation Identified Issue.

With a quorum established, a motion was made, seconded and approved that the Board assemble in a closed meeting on May 3, 2017 at 12:00pm in the 5th floor conference room of the City Hall building, in the City of Norfolk, for the purposes which are set out in Section 7 of subsection (A) of Section 2.2-3711 of the Virginia Freedom of information Act, as amended:

For the consultation with legal counsel and briefing by staff members pertaining to probable litigation and consultation with legal counsel employed or retained by the public body regarding specific legal matters requiring the provision of legal advice by such counsel.

With the quorum established, a motion was made, seconded and approved:

That the Retirement System staff and the City Attorney's Office can continue to work with tax attorney David Snouffer of Wilcox Savage to address tax matters with the IRS pertaining to mandatory employee contributions, tax deductions for health care premiums and withholding reporting requirements and other related matters and authorizing the payment of applicable fees and costs to handle and resolve these matters. In the intentions to seek to limit consequences to or payments by individual affected employees and retirees.

The Board approved the purchase of an estimated \$4,000 digital scanner.

Sheryl Potter-Griggs resigned her position with the Retirement Office.

V. Adjournment

Next Meeting: June 7, 2017

Anticipated Quorum: Yes

Scheduled Guest Speaker(s):