

**OFFICIAL PROCEEDINGS OF THE BOARD OF
TRUSTEES CITY OF LANSING
POLICE AND FIRE RETIREMENT SYSTEM**

Regular Meeting
Council Conference Room
10th Floor, City Hall
Lansing, MI

May 21, 2013
Tuesday, 8:30 a.m.

The Board was called to order at 8:40 a.m.

Present: Trustees Fabus, Hecksel, Kraus, Oleson, St. Aubin, Wood- 6.
Absent: Trustee Benson, Bernero,

Others: Karen E. Williams, Finance Department; Attorney Ken Lane, Clark Hill Law
Office (representing the Law Department); Paul Creger, Police Department.

It was moved by Trustee Hecksel and supported by Trustee Fabus to approve the
Official Minutes of the Police and Fire Retirement Board Meeting of April 18, 2013.

Adopted by the following vote: 6 - 0

It was moved by Trustee Hecksel and supported by Trustee Fabus to approve the
Official Joint Minutes of the Police and Fire Retirement System and the
Employees Retirement System Board Meeting of April 18, 2013.

Adopted by the following vote: 6 - 0

Mr. Paul Creger stated that his retirement application was on the agenda for
approval. Mr. Creger thanked the Retirement Board for its diligence and service.
Mr. Creger expressed his appreciation of the hard work of the trustees.

Secretary's Report.

0 new fire member(s), 0 new police members, 0 reinstatement(s), 0 refund(s), 0
transfers, 2 retired. Total: \ Active membership: 343. 1 death(s), Carolyn Ruth
Michels, died April 23, 2013, age 79, beneficiary of Fire retiree. Refunds made since
the last regular meeting amounted to \$0.00. Reimbursements to the System
year-to-date amount to \$0.00. Retirement allowances paid for the month of April,
2013 amounted to \$2,177,288.87. Total retirement checks printed for the P&F
System: 682. Total retirement checks printed for both systems: 1555 Domestic
relations order received: 0 Domestic relations orders pending: 0. Eligible domestic
relations orders certified: 0.

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LANE M. O'NEILL CLERK

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It was moved by Trustee Fabus and supported by Trustee Kraus to approve the following application for Regular Age and Service Retirement :

Paul Creger, Police Department, 25 years of service credits, age 50, effective May 25, 2013

Adopted by the following vote: 7 – 0.

Karen Williams reported that duty disability Applicant #2013-F0219 and non-duty disability Applicant #2013 – P0416 had been seen by the medical director. The disability subcommittee is waiting for the medical reports.

Karen Williams reported that the Retirement Office had mailed a letter of request to Applicant #2013-P0416 and is waiting for the applicant's documents.

There were no requests for refund of accumulated contributions.

Mr. Benson contacted the Retirement Office and requested an excuse from the Police and Fire Board Meeting.

It was moved by Trustee Oleson and supported by Trustee Hecksel to excuse Trustee Edward Benson from the May Police and Fire Retirement System Board meeting.

Adopted by the following vote:

Karen Williams reported to the Board that the MAPERS Spring Conference was scheduled for June 2-4. Ms. Williams also distributed a MAPERS event scheduled for July 2013.

Karen Williams updated the Retirement Board regarding the Arrivos Pension Software Project. Ms. Williams informed the Board that Tegrit will present an overview of the project at the May Joint Board meeting.

Karen Williams updated the Police and Fire Retirement Office regarding the Retirement Conference. The Conference is scheduled for Thursday, September 12 at the Lansing Center. Trustee Mark Parker has contacted speakers for the event and contacted Sparrow Hospital and McLaren for perform health screenings. Dinner will be provided. Ms. Williams stated that letters of invitations have been sent for vendors and presenters. The Retirement Office will be utilizing city wide emails, the website and letters to contact employees and retirees.

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Attorney Lane distributed an amended copy of Public Act 314 for the trustee handbooks. Attorney Lane stated that he would like to provide an update to the Board's policies (Report Policy, Travel Policy, Investment Policy and Service credit Policy) for the trustee handbooks at future meeting.

Attorney Ken Lane updated the Police and Fire Retirement Board that he reviewed the Boomershine Consulting Group actuarial services contract and it was ready for the chair's signature. Attorney Ken Lane negotiated with Boomershine Consulting Group regarding the rate of services. The contract will be the same as the contract signed with EFI.

Trustee Hecksel inquired about members who have pending work at Cheiron. Trustee Hecksel asked if the member could pull his request from Cheiron and send it to Boomershine.

Trustee Kraus stated that if the member has already paid for his actuarial valuation with Cheiron, he would need to pay for a valuation with Boomershine.

Attorney Ken Lane stated that he had a confidential City Attorney's opinion that he wanted to review with the Police and Fire Retirement Board.

It was moved by Trustee Wood and supported by Trustee Hecksel and supported by Trustee Fabus to close session to review a confidential City Attorney opinion.

Adopted by the following roll call vote: 6 – 0
Yes: Fabus, Hecksel, Kraus, Oleson, St. Aubin, Wood
No: 0

The Retirement Board meeting closed at 8:58 a.m.

The Retirement Board meeting opened at 9:12 a.m.

Karen Williams distributed and reviewed the updated City of Lansing travel policy.

Trustee Wood requested that the Retirement Board discuss the Lansing Financial Health Team Report be moved to pending for the next month meeting.

Karen Williams reported on the duty disability income verifications. Retirees that did not submit their income verification would be mailed a second letter requesting the certification and tax forms for 2012. Retirees that do not respond to the second request will be subject to suspension of their pensions.

Karen Williams distributed and reviewed the Quarterly Expenses Report for the period ending March 31, 2013 and the monthly investment report for the period ending April 30, 2013.

It was moved by Trustee Wood and supported by Trustee Hecksel to adjourn the meeting.

Adopted by the following vote: 6 -0

The meeting adjourned at 9:27 am.

Minutes approved on _____

Angela Bennett, Secretary
Police & Fire Retirement System

Brad St. Aubin, Chairperson
Police & Fire Retirement System