

# 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

April 19, 2016  
Tuesday, 8:30 a.m.

The Board was called to order at 8:30 a.m.

Present: Trustees Fabus, Good, Oleson, Rose, St. Aubin, Wohlfert, Wood – 7.  
Absent: Trustee Bernero

Others: Karen E. Williams, Finance Department; Attorney Ken Lane, Clark Hill  
(representing the City Attorney's Office).

It was moved by Trustee Fabus and supported by Trustee Good to approve the  
Official Minutes of the Police and Fire Retirement System Board Meeting of  
March 15, 2016.

Adopted by the following vote: 7– 0

Secretary's Report.

0 new fire member(s), 1 new police members, 0 reinstatement(s), 0  
refund(s), 0 transfers, 1 retired. Total: Active membership: 317. 1  
death(s), Rose Hedley, died 3/10/2016, age 92, spouse 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 March 2016 amounted to  
\$2,469,681.67. Total retirement checks printed for the P&F System:  
719. Total retirement checks printed for both systems: 1635. Domestic  
relations order received: 0. Domestic relations orders pending: 0.  
Eligible domestic relations orders certified: 0.

It was moved by Trustee Oleson and supported by Trustee Wohlfert to approve  
the following applications for Regular Age & Service Retirement.

Mark D. Morrall, Fire Department, 23 years of service credits, age 55,  
effective May 14, 2016.

Adopted by the following vote: 7 – 0.

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Karen E. Williams reported that documentation from Applicant #2016-F0119 had been scheduled to see Dr. Roth. The medical report is pending.

Karen E. Williams was reported that the medical report for Applicant #2015-P1110 was submitted to the disability subcommittee for review.

The Board recessed to allow the disability subcommittee the opportunity to meet regarding Applicant #2015-P1110.

The Board recessed at 8:33 a.m.

The Board resumed at 8:35 a.m.

Trustee Fabus reported that the disability subcommittee had met and reviewed the medical director's report. The disability subcommittee recommended concurrence with the medical director and approval of the non-duty disability request for applicant #2015-P1110.

It was moved by Trustee Fabus and supported by Trustee Good to approve the non-duty disability retirement request for Applicant #2015-P1110.

Adopted by the following vote: 7 – 0.

Karen E. Williams reported that MAPERS Spring Conference will be held May 20 – May 24, 2016. She requested that members who wished to attend should contact the Retirement Office.

There were no requests for refund of accumulated contributions.

Attorney Ken Lane updated the Police and Fire Retirement Board that the Ordinance is has been completed and will be available for review at the next meeting. Attorney Lane reported that the City Attorney's Office will also send the Retirement Ordinance for review to Human Resources.

Attorney Ken Lane distributed an amended budget to include \$7,000 for contractual service for a data entry clerk.

Attorney Lane reviewed the process of service credit verification that was discussed with the Human Resources Director. The Retirement Office will review payroll records to verify that a member is not receiving credit for times when that member is not being paid..

Attorney Ken Lane reported the election policy is pending.

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Attorney Ken Lane reported about the mandatory retirement age for the police officers and firefighters. Attorney Lane reported that the age is consistent with state law, but can be changed through collective bargaining.

Trustee St. Aubin inquired about liability to the Police and Fire Retirement Board for members who refuse to retire. Trustee St. Aubin reported that City administration has not historically enforced the mandatory age. Trustee St. Aubin stated that the Board is not responsible for enforcement of the mandatory age.

Attorney Lane recommended that in cases where a member is past mandatory retirement age and refuses to leave, the Police and Fire Board can contact city administration.

Karen Williams distributed a draft agenda for the Asset Consulting Group Educational Forum scheduled for May 11, 2016. Karen Williams requested any changes or additions to the agenda be forwarded to the Retirement Office. Ms. Williams would those updates for Asset Consulting Group.

Mr. Tim McClure, CEO, Tegrit Group introduced himself and Mr. Bala Rajamani, Managing Director of Pension services. Mr. McClure explained that he and his team are visiting all of their clients. He reviewed the pension administration software clients that have Tegrit Group. He provided an overview of the employee-owned company. Mr. McClure discussed transparency of their company, and the enhancement of its products. Mr. McClure provided an overview of his business and consulting background. Mr. McClure also discussed the diversification of the company into talent management, financial software and information technology consulting.

Mr. Bala Rajamani discussed the security of hosted systems database. He explained that the systems are audited every six months. Mr. Rajamani discussed company security and how data is handled. Background checks are done on all employees.

Trustee Tammy Good updated the Police and Fire Retirement Board regarding the data entry clerk. Trustee Good reviewed the resumes and selected a clerk. The temporary clerk position would be contracted through Personnel World and would be able to start next week. Trustee Good distributed the application and resume for Board review.

Trustee Wood inquired if the contract employee would be bonded. Trustee Good would verify the bonded status and would have the employee take a confidentiality test offered by the State of Michigan. The employee would be required to pass the test.

Attorney Lane updated the Retirement Board Contract employees. The Human Resource Director confirmed that notification had gone to all departments regarding contract employees. Info from the departments had been received. Director Riley request time to review the data and will give a report at the next Joint meeting.

Ms. Williams presented Quarterly Expenses Report and the Securities Lending Report for the month of March 2016.

The meeting adjourned at 9:09 a.m.

Minutes approved on \_\_\_\_\_

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Angela Bennett, Secretary  
Police & Fire Retirement System

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Brad St. Aubin, Chairperson  
Police & Fire Retirement System