

# 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

October 15, 2019  
Tuesday, 8:30 a.m.

The Board was called to order at 8:32 a.m.

Present: Trustees Rose, Schor (8:39), C. Wilcox, R. Wilcox, Wohlfert – 5.  
Absent: Fabus, Kehler, Wood - 3

Others: Karen E. Williams, Human Resources Department; Shelbi Frayer, Finance Department; Attorney Kenneth Lane (representing the City Attorney's Office).

There were no comments for items on the agenda.

## Secretary's Report.

1 new sworn fire member(s), 0 new sworn police members, 0 reinstatement(s), 0 refund(s), 0 transfers, 2 retired. Total: Active membership: 380. 1 death(s) Montague Thocker, Fire, died 10/8/2019, age 81, no surviving beneficiary. Refunds made since the last regular meeting amounted to \$76,166.43. Reimbursements to the System year-to-date amount to \$0.00. Retirement allowances paid for the month of September 2019, amounted to \$2,820,808.15. Total retirement checks printed for the P&F System: 756. Total retirement checks printed for both systems: 1693. Domestic relations order received: 0. Domestic relations orders pending: 0. Eligible Domestic Relations Order Certified: 1.

Ms. Williams provided an update of the Eligible Domestic Relations Order that had been certified. Ms. Williams spoke with the alternate payee regarding payment distribution, upon receipt of an amount calculated by the actuary.

Trustee Wohlfert inquired regarding about the procedure for members who wish to pay back their accumulated contribution

It was moved by Trustee Ryan Wilcox and supported by Trustee Rose to approve the Official Minutes of the Police and Fire Retirement System Board meeting of September 17, 2019.

Adopted by the following vote: 5 – 0.

There were no applications for Regular Age and Service retirements.

There were no requests for duty disability retirements.

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

October 15, 2019  
Tuesday, 8:30 a.m.

**Page Two**

There were no requests for non-duty disability retirements.

Trustee Wohlfert provided his oral report from the MAPERS 2019 Fall Conference. He discussed a workshop that detailed investment manager performance based fees. He also attended the actuarial workshop that focused on how to read the actuary report.

Trustee Chris Wilcox reviewed his attendance at the MAPERS 2019 Fall Conference. He discussed the actuary hour, economic forecast. He also attended a workshop regarding real estate.

Trustee Ryan Wilcox provided his oral report from the MAPERS Fall Conference. He discussed the legislative update, and the amount of bills that were entered during the lame duck session in the Michigan. He also reviewed retirees who return to work as contract employee.

Trustee Ryan Wilcox attended the Michigan Institutional Forum and provided an oral report. He discussed topics regarding man vs. machine, and how companies are more dependent on data. He discussed artificial intelligence. Trustee Ryan reviewed the economic forecast and discussed interest rates. He also reviewed changes in the medical field and its effect on patients.

Trustee Rose provided an oral report of his attendance at the Michigan Institutional Forum. He discussed economic forecast, regarding recession, zero percent interest. He also discussed bonds, quality of long-term rates. Trustee Rose also discussed the reliance on "big data." Trustee Rose also reviewed the forum's presentation on Gold.

Karen Williams also reported upcoming conference for NCPERS Public Safety Conference, October 27 – 30.

Karen Williams reported that the IFEBP Annual Employee Benefits Conference would be held October 20 -23.

Karen Williams reported that there was one requests for accumulated contributions, Mark Borowski, Fire, not vested, \$12,165.94.

It was moved by Trustee Chris Wilcox and supported by Trustee Ryan Wilcox to approve the request for Refund of Accumulated Contributions:

Mark Borowski, Fire, not vested, \$12,165.94.

Adopted by the following vote: 5 – 0.

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

October 15, 2019  
Tuesday, 8:30 a.m.

**Page Three**

It was moved by Trustee Ryan Wilcox and supported by Trustee Rose to excuse Trustee Fabus, Trustee Kehler, and Trustee Wood from the October Police and Fire Retirement System Agenda.

Adopted by the following vote: 5 – 0.

Karen Williams reported that Mr. Hemstreet contacted the retirement office to check on his beneficiary. The application that was on file did not have his proper beneficiary. Ms. Williams provided background that Mr. Hemstreet filed a duty disability application that was approved on May 20, 1981. Mr. Hemstreet returned to work February 21, 1984, which voided the duty disability application and beneficiary listed. Mr. Hemstreet subsequently retired by age and service, April 15, 1995. There was no age and service application in Mr. Hemstreet's file. The Retirement Office contacted legal counsel to confirm that the spouse at the time of the age and service retirement is the proper beneficiary. Ms. Williams also instructed Mr. Hemstreet to complete paperwork so that an application was on file.

Attorney Ken Lane opined that the Ordinance provides that the spouse at the time of retirement is the default beneficiary of record unless the spouse sign a waiver. There was no waiver signed.

Attorney Ken Lane updated the Board regarding the approved Eligible Domestic Relation order. The first EDRO that was submitted requested a specific amount. The actuary could not certify the amount, so it was amended to allow the benefit to be actuarially calculated.

Attorney Ken Lane also updated the Board on the policy to repay withdrawals of accumulated contributions for members who return to City service. Attorney Ken Lane indicated that members must pay back contributions within one year. Members can make a single payment or they can request a payment plan. The Board must approve a payment plan for six months.

Attorney Lane updated the Board regarding the service credit purchase policy to inform members that all requests to purchase must be received prior to separation or retirement.

It was moved by Trustee Rose and supported by Trustee Wilcox to table the discussion on the service credit purchase policy.

Adopted by the following vote: 5 – 0

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

October 15, 2019  
Tuesday, 8:30 a.m.

**Page Four**

Karen Williams explained that the last Retirement Conference was in 2017. Ms. Williams explained that recent conferences had two sessions: mornings for retirees, and evening for active employees. The Boards also provided dinner in-between the two main sessions. The Retirement Boards vendors also attend the conference and provide workshops.

Trustee Wohlfert inquired if there is a policy on how frequently the Board should hold retirement conferences.

Attorney Ken Lane stated there was no policy in place for the frequency of the retirement conferences.

Trustee Wohlfert explained that deferred compensation committee wanted to have employee workshops and inquired when the next Retirement Conference would be held. Trustee Wohlfert suggested every five years for the Retirement Conference.

Trustee Schor agreed with the suggestion of five years, but recommended reaching out to sponsors for the Retirement Conference.

It was moved by Trustee Chris Wilcox and supported by Trustee Schor to have the retirement conference every five years.

Adopted by the following vote: 5 – 0.

Ms. Williams indicated that there were seven responses for the legal advisor request for information (RFPQ).

Trustee Wohlfert named the following members to an ad hoc subcommittee to review the RFPQs. The following trustees were appointed: Trustees Chris Wilcox, Trustee Ryan Wilcox, and Trustee Wohlfert. Trustee Wohlfert also included Shelbi Frayer for the committee.

Karen Williams reviewed the Monthly Investment Report and the Securities Lending Report for the period ending September 30, 2019.

It was moved by Trustee Chris Wilcox and supported by Trustee Rose to adjourn the Police and Fire Retirement System Board meeting.

Adopted by the following vote: 5– 0.

The meeting adjourned at 9:12 am.

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

\_\_\_\_\_  
Shelbi Frayer, Secretary  
Police & Fire Retirement System

\_\_\_\_\_  
Eric P. Wohlfert, Chairperson  
Police & Fire Retirement System