

# OFFICIAL PROCEEDINGS OF THE BOARD OF TRUSTEES CITY OF LANSING POLICE AND FIRE RETIREMENT SYSTEM MEETING MINUTES

Regular Meeting  
10<sup>th</sup> Floor Conference Room

July 18, 2023  
Tuesday, 8:30 a.m.

The meeting was called to order at 8:33 a.m.

Present: Trustee Kirkland, Kreft, Moore, Schor, Taylor, Wilcox, Wohlfert, Wood – 8.  
Absent: Excused: 0.

Others present: Karen E. Williams, Human Resources Department, Attorney Joseph Abood, City Attorney's Office; Attorney Aaron Castle, VanOverbeke.

It was moved by Trustee Moore and supported by Trustee Wilcox to approve the of the Official Minutes of the Police and Fire Retirement System Board Meeting of June 20, 2023, with corrections.

Adopted by the following vote: 8 – 0.

There were no public comments for items on the agenda.

## Secretary's Report:

0 new sworn fire member(s), 1 new sworn police member(s), 0 reinstatement(s), 0 refund(s), 0 transfers, 1 retired. Total: Active membership: 366. 3 death(s), Janice Burghdoff, died 5/22/2023, age 91, spouse of Fire retiree; Doris Hodges, died 6/15/2023, age 90, spouse of Fire retiree; Betty Jensen, died 6/12/2023, age 91, 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 June 2023, amounted to \$3,177,968.36. Total retirement checks printed for the P&F System: 795. Total retirement checks printed for both systems: 1,717. Domestic relations order received: 0. Domestic relations orders pending: 0. Eligible Domestic Relations Order Certified: 1.

It was moved by Trustee Wilcox and supported by Trustee Taylor to approve the following Applications for Regular Age & Service Retirement:

Michael P. Looney (Police – CCLP Nonsupervisory), 25 years of service credits, age 45, effective 7/22/2023 (Sworn Date 10/25/1998) with the purchase of 3 month of universal service credits.

Daniel B. Riedel (Police – CCLP Nonsupervisory), 25 years of service credits, age 47, effective 7/15/2023 (Sworn Date 8/17/1998)

Peter M. Scaccia (Police – CCLP Nonsupervisory), 25 years of service credits, age 47, effective 8/15/2023 (Sworn Date 9/14/1998)

It was moved by Trustee Wilcox and supported by Trustee Moore to approve the following Applications for Regular Ag & Service Retirement (continued)

Christopher Trentin (Fire – IAFF), 25 years of service credits, age 46, effective 8/21/2023 (Sworn Date 8/14/2000), with the purchase of 24 months of service credits.

Ronald Hagaman (Fire -IAFF), 25 years of service credits, age 55, effective 8/12/2023 (Sworn Date 10/5/1998), with the purchase of 1 month of service credits.

Adopted by the following vote: 8 - 0.

Karen Williams requested permission of the retirement board to add Applicant #2023-P0718 for duty disability to the agenda.

It was moved by Trustee Wood and supported by Trustee Taylor to add Applicant #2023-P0718's request for duty disability to the agenda.

Karen Williams updated the Police and Fire Retirement System Board regarding a request from Applicant #2022-F0720 to be reconsidered for duty disability. The applicant provided an additional document for the medical director to review. The applicant #2023-F0517 was pending contingent upon the reconsideration of the initial duty disability request.

The Police and Fire Retirement System Board recessed to allow the disability subcommittee to consider the request for duty disability of applicant #2023-P0718.

The Police and Fire Retirement System Board recessed at 8:39 a.m.  
The Police and Fire Retirement System Board resumed at 8:44 a.m.

It was moved by Trustee Moore and supported by Trustee Wilcox to have Applicant #2023-P0718 evaluated by the medical director for duty disability.

Adopted by the following vote: 8-0

There were no requests for refund of accumulated contributions.

It was moved by Trustee Wilcox and supported by Trustee Monroe to approve the requests for refund of accumulated contributions:

Tristen White, Fire, not vested, \$2,706.98.

Adopted by the following vote: 8 -0.

Ms. Williams announced the MAPERS 2023 Fall Conference would be held at Shanty Creek, Bellaire, Michigan, September 8 -12. Ms. Williams also reported IFEBP Annual Conference would be held October 1-4, 2023, in Boston. Ms. Williams encouraged those members that wished to attend to contact the Retirement Office.

There were no public comments for items not on the agenda.

Ms. Williams provided the following invoices for approval: from Asset Consulting Group, \$20,731.50; Gabriel, Roeder, Smith & Company, \$1,950; TRowe Price, \$30,303.73.

It was moved by Trustee Wilcox and supported by Trustee Taylor to approve the Police and Fire Retirement System Board invoices for payment for the month of July.

Adopted by the following vote: 8 - 0.

Attorney Aaron Castle reported regarding the Securities Lending Reserve Fund. Attorney Castle opined the Securities Lending Reserve Fund is not subject to specific requirements or restrictions on the use of its assets as are the other reserve funds of the Retirement System established under the Retirement Ordinance. He reported that the Board may wish to work with its Investment Consultant to establish a minimum balance to be maintained in the securities lending reserve account to allow the Board to continue its practice of paying expenses and capital calls from the securities lending reserve.

Attorney Castle reported on the MOVEit Transfer Software Cybersecurity Breach. Attorney Castle reviewed the communication from PBI. Attorney Castle opined that the Police and Fire Retirement Board has a legal obligation to notify the affected individuals pursuant to Michigan 's Identity Theft Protection Act, Act 452 of 2004, as amended (MCL 445.61 et seq.)

Attorney Castle reported that PBI has proposed a "Notice Program" to its impacted clients whereby PBI, through a third party (Kroll) has offered to provide for mailed communication to affected individuals, call center support, and one year of credit monitoring, fraud consultation and identity theft restoration.

Trustee Wood recommended that the Board opt-in to the Kroll Notice Program and requested that the notice to affected retirees should be sent out August 1.

Trustee Schor requested that the information given to Kroll to contact the affected retirees, be used only for contact, and not used for marketing purposes.

Attorney Castle indicated that state law indicates the Police and Fire Retirement System Board are required to notify the credit reporting agencies, Experian, Equifax, and TransUnion.

It was moved by Trustee Wood and supported by Trustee Wilcox that the Police and Fire Retirement System opt-in to the Kroll Notice Program, and communicate its request for August 1 notification date, and the retirees' contact information would not be sold or used for marketing purposes.

Adopted by the following vote: 8 – 0.

Karen Williams reported the proposal to update the minute master from Gabriel, Roeder, Smith had a fee not to exceed \$3,300.

It was moved by Trustee Wood and supported by Trustee Wood to update Minute Master with a fee not to exceed \$1,950.

Adopted by the following vote: 8 -0.  
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Ms. Williams reviewed the Monthly Investment Report for the month ending June 30, 2023.

It was moved by Trustee Moore and supported by Trustee Kreft to adjourn the Police and Fire Retirement System June meeting.

Adopted by the following vote: 8 - 0.

The meeting ended at 9:04 a.m.

Minutes approved on 8/15/2023.

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*Desiree Kirkland, Secretary*  
*Police and Fire Retirement System*

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*Eric P. Wohlfert, Chairperson*  
Police and Fire Retirement System