

# 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

September 19, 2023  
Tuesday, 8:30 a.m.

The meeting was called to order at 8:38 a.m.

Present: Trustee Kirkland, Kreft, Moore, Schor, Taylor, Wilcox, Wohlfert – 6.

Absent: Kirkland, Wood (Excused)

Others present: Karen E. Williams, Human Resources Department, Attorney Joseph Abood, City Attorney's Office; Attorney Frank Judd, VanOverbeke, Michaud and Timmony.

It was moved by Trustee Wilcox and supported by Trustee Taylor to approve the Joint Employees' Retirement System and the Police and Fire Retirement System Board Meeting of August 15, 2023.

Adopted by the following vote: 6 – 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: 369. 1 death(s), Michael Norris (Police – CCLP Nonsupervisory), died 6/18/2023, age 72, spouse to receive 50%. 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 August 2023, amounted to \$3,184,305.73. Total retirement checks printed for the P&F System: 796. Total retirement checks printed for both systems: 1,719. Domestic relations order received: 0. Domestic relations orders pending: 0. Eligible Domestic Relations Order Certified: 0.

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

Katherine M. Diehl (Police – CCLP Supervisory), 25 years of service credits, age 47, effective 10/14/2023 (Sworn Date 11/16/1998)

Walter M. Kim (Police – CCLP Nonsupervisory), 25 years of service credits, age 52, effective 10/14/2023 (Sworn Date 11/16/1998).

Shawn E. Martinez (Police – CCLP Nonsupervisory), 25 years of service credits, age 47, effective 10/15/2023 (Sworn Date 11/15/1998)

Dale S. Person (Police – CCLP Supervisory), 25 years of service credits, age 50, effective 9/28/2023 (Sworn Date 12/21/1998) with the purchase of 3 months of universal service credits.

Adopted by the following vote: 6 -0

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 #2023-F0517 was pending contingent upon the reconsideration of the initial duty disability request. The medical director has seen the applicant and will provide reports for the next meetings.

The medical director has also seen the Applicant #2023-P0718 and five duty disability re-evaluations. The medical director will provide medical reports for the next meetings.

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: 6-0

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

Mitchel R. Stadel, Fire, not vested, \$47,451.13.

Adopted by the following vote: 6 -0.

Trustee Matthew Kreft provided the oral report for the MAPERS 2023 Fall Conference that was held at Shanty Creek, Bellaire, Michigan, September 8 -12. Trustee Kreft stated that it was his first conference, and he attended the new trustee workshop that discussed Public Act 314, Fiduciary Responsibility, Open Meetings Act, Freedom of Information Act Issues, Public Employees' Relations Act (PERA) and Reciprocal Retirement Act.

Trustee Taylor inquired about if there was a limit on how many municipalities you can use for the Reciprocal Retirement Act,

Attorney Judd responded the only limit was the time between jobs, which was 20 years. He also indicated that it was rare for a transfer of both credit and monies, because both municipalities would be required to adopt a resolution and agree upon the monies for the transfer.

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.

Karen Williams reported that Trustee Wood contacted the Retirement Office and requested to be excused from the September meeting.

It was moved by Trustee Taylor and supported by Trustee Moore to excuse Trustee Wood from the September 2023 meeting.

Adopted by the following vote: 6 -0.

Ms. Williams provided the following invoices for approval: from Northern Trust, \$13,450.71; Boomershine Consulting Group, \$7,038.

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

Adopted by the following vote: 6 - 0.

Karen Williams provided an update on the MOVEit Transfer Software Cybersecurity Breach. Letters were sent to affected retirees from PBI through a third party (Kroll) that provided call center support, one year of credit monitoring, fraud consultation and identify theft restoration. Ms. Williams also reported that returned letters were re-addressed and mailed.

Trustee Wohlfert received questions from retirees. Trustee Wohlfert inquired if an affected retiree's spouse would also receive the free monitoring. Trustee Wohlfert also inquired if the Internal Revenue Service had been notified.

Attorney Judd responded that some of the firm's other clients were also affected, and Attorney Judd had was not aware of any requirement for tax reporting to the Internal Revenue Service. Attorney Judd noted that only those who were receiving a payment from the Police and Fire Retirement System.

Karen Williams reported that a memo was received by the Finance Department for the Quarter 4 FY 2023 Police and Fire Employee Contributions. The memo indicated that on August 17, 2023, \$223,260.41 was transferred by the City to the Police and Fire Retirement System for the Net Employee Contributions for the period of 4/1/2023 thru 6/30/2023.

Karen Williams provided a draft to the Police and Fire Retirement System for proposed dates for the Fire Trustee Election for the term that expires December 31, 2023.

Ms. Williams reviewed the Monthly Investment Report for the month ending August 31, 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: 6 - 0.

The meeting ended at 8:59 a.m.

Minutes approved on 10/17/2023.

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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