

**CITY OF SOUTHFIELD
REGULAR MEETING
SOUTHFIELD EMPLOYEE RETIREMENT SYSTEM BOARD
Tuesday, October 17, 2017
Room #222/223 – Parks & Recreation Building
26000 Evergreen Road, Southfield, MI**

MINUTES

SERS Board Members Present: L. Susan Mannisto, Chair; David Hersh; Shirley Lightsey; Mark Jubas; Julius Maisano; James Pierce

Others Present: Lauri Siskind, Human Resources Director/SERS Plan Liaison
Penelope Scharmberg, Administrative Assistant HR/LR/SERS Secretary
Christopher Kuhn, CFA, CAIA; &Co Consulting
Michael VanOverbeke; VanOverbeke, Michaud & Timmony, PC
Christine Catalanotte, Manager of HR Operations
John Michrina, Deputy City Administrator

The meeting was called to order at 5:47 p.m.

AGENDA

1. Approval of Agenda.

MOTION #S-17-149

Motion by Jubas supported by Lightsey to approve the agenda of the October 17, 2017 SERS Regular meeting.
Motion carried.

MINUTES

1. Review and approve Minutes of the September 12, 2017 Southfield Employee Retirement System Board Meeting.

MOTION #S-17-150

Motion by Hersh, supported by Maisano to approve the Minutes of the September 12, 2017 Southfield Employee Retirement System Board Meeting.
Motion carried.

Mr. Michrina joined the meeting at this time.

INVESTMENT CONSULTANT

1. Portfolio Summary Review

Chris Kuhn reviewed the SERS Asset/Manager Summary as of October 16, 2017. He noted that appreciation had been made in the equity market however, the portfolio was currently at \$114MM due to disbursement of pension payments and the cash account had been corrected. The transfer from LSV to Pacific and Templeton will be redeemed next month. A reallocation of the portfolio was discussed with short and long-term goals in mind. Mr. Kuhn will do a few model portfolios for the board's consideration on allocation.

A motion was raised to receive and file the consultant's report.

MOTION #S-17-151

Motion by Jubas, supported by Maisano to receive and file the Southfield Employee Retirement System Asset/Manager review for October 16, 2017, presented by Christopher Kuhn, AndCo Consulting.
Motion carried.

LEGAL REPORT

Mr. VanOverbeke updated the board on the recommendation of the Retirement Reform Task Force for local government unfunded pension and retiree health care liabilities.

MOTION #S-17-152

Motion by Jubas, supported by Hersh to receive and file the legal report presented by Michael VanOverbeke, VanOverbeke, Michaud & Timmony, P.C.

Motion carried.

HELPS ACT MEMO

Mr. VanOverbeke explained that dispatchers had asked if they qualified under the HELPS Act. Under the Pension Protection Act of 2006 (PPA), as it relates to distributions from Governmental Retirement Plans for Health and Long-Term Care Insurance for Public Safety Officers (HELPS), the HELPS Act allows for eligible retired public safety officers to use up to \$3,000 per year from his or her qualified government retirement plan, on a pre-tax basis, to pay for health insurance or long-term care insurance premiums. In order to use this benefit, the retiree must be a public safety officer. A public safety officer is defined under Section 1204(9)(A) of the OCCSS Act of 1968, as a law enforcement officer, a firefighter or a chaplain, an employee of FEMA or a civil defense agency working in cooperation with FEMA, or a member of a rescue squad or ambulance crew. It was therefore determined that, a dispatcher does not fall within the delineated categories covered by the PPA.

MOTION #S-17-153

Motion by Hersh, supported by Jubas to receive and file the Memorandum regarding the Pension Protection Act of 2006 and the HELPS Act, dated October 2, 2017, from Michael J. VanOverbeke, VanOverbeke, Michaud & Timmony, P.C.

Motion carried.

FINANCIAL MATTERS

1. *Review and approve payment to AndCo., for management consulting services provided during the period 7/1/17 – 9/30/17, in the amount of \$12,500.00.*

MOTION #S-17-154

Motion by Hersh, supported by Lightsey to approve payment to AndCo., for management consulting services provided during the period 7/1/17 – 9/30/17, in the amount of \$12,500.00.

Motion carried.

2. *Review and approve payment to LSV Asset Management for investment management services provided during the period 7/1/17 – 9/30/17, in the amount of \$21,003.00.*

MOTION #S-17-155

Motion by Hersh, supported by Lightsey to approve payment to LSV Asset Management for investment management services provided during the period 7/1/17 – 9/30/17, in the amount of \$21,003.00.

Motion carried.

3. *Review and approve payment to Champlain Investment Partners for investment management services provided during the period 7/1/17 -9/30/17, in the amount of \$13,900.92.*

MOTION #S-17-156

Motion by Hersh, supported by Lightsey to approve payment to Champlain Investment Partners for investment management services provided during the period 7/1/17 -9/30/17, in the amount of \$13,900.92.

Motion carried.

4. *Review and approve Expense Report of David Hersh for expenses incurred during attendance at MAPERS Fall Conference, in Bellaire, MI, on 9/17/17 – 9/19/17.*

MOTION #S-17-157

Motion by Hersh, supported by Lightsey to approve Expense Report of David Hersh for expenses incurred during attendance at MAPERS Fall Conference, in Bellaire, MI, on 9/17/17 – 9/19/17.

Motion carried.

5. *Review and approve Expense Report of Shirley Lightsey for expenses incurred during attendance at MAPERS Fall Conference, in Bellaire, MI, on 9/17/17 – 9/19/17.*
MOTION #S-17-158
Motion by Hersh, supported by Lightsey to approve Expense Report of Shirley Lightsey for expenses incurred during attendance at MAPERS Fall Conference, in Bellaire, MI, on 9/17/17 – 9/19/17.
Motion carried.
6. *Review and approve Expense Report of L. Susan Mannisto for expenses incurred during attendance at MAPERS Fall Conference, in Bellaire, MI, on 9/17/17 – 9/19/17.*
MOTION #S-17-159
Motion by Hersh, supported by Lightsey to approve Expense Report of L. Susan Mannisto for expenses incurred during attendance at MAPERS Fall Conference, in Bellaire, MI, on 9/17/17 – 9/19/17.
Motion carried.
7. *Review and approve Expense Report of Mark Jubas for expenses incurred during attendance at MAPERS Fall Conference, in Bellaire, MI, on 9/17/17 – 9/19/17.*
MOTION #S-17-160
Motion by Hersh, supported by Lightsey to approve Expense Report of Mark Jubas for expenses incurred during attendance at MAPERS Fall Conference, in Bellaire, MI, on 9/17/17 – 9/19/17.
Motion carried.
8. *Review and approve payment to Comerica Bank Cardmember Service for activity during the period*
MOTION #S-17-161
Motion by Hersh, supported by Lightsey to approve payment to Comerica Bank Cardmember Service for activity during the period 9/7/17 – 10/4/17.
Motion carried.

PUBLIC COMMENTS

No member of the public wished to comment.

OTHER MATTERS

1. *Review Resignation of Jeannie Jackson from ACS, SERS and RHC Boards.*

The board members acknowledged receipt of the resignation letter of SERS member Jeannie Jackson from the ACS, SERS and RHC boards. A letter of commendation will be sent to her for her years of service.

Ms. Siskind mentioned that with the loss of Ms. Jackson and Ms. Houge, the Council Boards & Commissions Committee were in the process of interviewing potential new ACS members.

To Do List

- *Service Provider Review* – Custodial Bank – Check fees by end of June (LS)
- *Website Pension Calculator* – Update mortality tables by next meeting (LS)
- *Board Policies* – Review for any needed/missed/updated

With no further business to come before the board, a motion to adjourn was raised.

MOTION #S-17-162

Motion by Jubas, supported by Hersh to adjourn the Southfield Employee Retirement System Board's October 17, 2017 Regular Meeting at 6:13 p.m.

Motion carried.

*Approved this 14th day of November 2017
L. Susan Mannisto, Chair
Southfield Employee Retirement System Board*