

**CITY OF SOUTHFIELD  
REGULAR MEETING  
SOUTHFIELD EMPLOYEE RETIREMENT SYSTEM BOARD  
Tuesday, August 15, 2017  
Council Conference Room, Main Municipal Building  
26000 Evergreen Road, Southfield, MI**

**MINUTES**

**SERS Board Members Present:** L. Susan Mannisto, Chair; Jeannie Jackson; Mark Jubas; Shirley Lightsey; Julius Maisano

**SERS Board Members Absent:** David Hersh; 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, HR Manager of Operations  
John Michrina, Deputy City Administrator  
Norma & Paul Frost  
Mark Pilot, Building Official  
Nancy Kusch, TPOAM Union Representative  
Thomas Fleury, Keller Thoma, PC.

**The meeting was called to order at 5:56 p.m.**

**AGENDA**

1. *Approval of Agenda.*  
**MOTION #S-17-120**  
Motion by Jubas supported by Maisano to approve the agenda of the August 15, 2017 SERS Regular meeting.  
Motion carried.

**MINUTES**

1. *Review and approve Minutes of the July 18, 2017 Southfield Employee Retirement System Board Meeting.*  
**MOTION #S-17-121**  
Motion by Jubas, supported by Jackson to approve the Minutes of the July 18, 2017 Southfield Employee Retirement System Board Meeting.  
Motion carried.

**APPROVAL OF RETIREMENT**

1. *Review and approve Application for Early Retirement from David Simmons, Career Center, effective September 2, 2017.*  
**MOTION #S-17-122**  
Motion by Maisano, supported by Jubas to approve the Application for Early Retirement from David Simmons, Career Center, effective September 2, 2017.  
Motion carried.

2. *Review and approve Application for Disability Retirement – CLOSED SESSION.*

**MOTION #S-17-123**

Motion by Jubas, supported by Maisano to that pursuant to Section 8(h) of the Open Meetings Act the Southfield Employee Retirement System Board Regular Meeting of August 15, 2017, adjourn to a Closed Session for the purpose of considering material exempt from discussion or disclosure by state or federal statute.

A roll call vote was taken.

YEA: Maisano, Lightsey, Mannisto, Jackson, Jubas.

NAY: None.

ABSTAIN: None.

ABSENT: Hersh, Pierce.

Motion carried.

**MOTION #S-17-124**

Motion by Jubas, supported by Jackson that the Closed Session of the Southfield Employee Retirement System Board Regular Meeting of August 15, 2017, does hereby reconvene to Open Session.

Motion carried.

**MOTION #S-17-125**

Motion by Jubas, supported by Lightsey to acknowledge receipt of the report following examination of the applicant and relevant documents, and the determination from the Medical Director, Christian Schutte, Ph.D., ABPP-CN, that finds Paul Frost. to be mentally or physically totally disabled for duty in the employ of the City of Southfield and such incapacity probably will be permanent. Further, that it is Medical Director's opinion that the applicant's disability is not a result of causes directly related to the member's actual performance of duty while an employee of the City. And Further, with respect to causation, it is determined that due to a difference in factual information received from the applicant and finding of Dr. Schutte, that the Administrator is directed to request the Medical Director arrange for review of the neurological reports by a neurologist, and submit a report and opinion as to causation after such review. Therefore, the Southfield Employee Retirement System board does hereby grant Paul Frost a non-duty disability retirement, effective August 16, 2017, with the understanding that the matter of causation may be amended after further findings.

Motion carried.

**AUTHORIZATION OF BENEFITS**

1. *Review and approve payment of monthly benefits to Steven Malaney.*

**MOTION #S-17-126**

Motion by Maisano, supported by Jackson to approve monthly benefit payment to Steven Malaney.

Motion carried.

**INVESTMENT CONSULTANT**

1. *Portfolio Summary Review*

Mr. Kuhn presented the SERS Investment Performance Review for the 2017 2<sup>nd</sup> quarter. Capital markets were reviewed, highlighting strong returns from the international equity markets and more modest gains from domestic stocks and bonds. Asset allocation vs. targets, financial transactions during the quarter, and portfolio performance were also reviewed. Individual manager performance was evaluated. The Fund was up 3.3% for the quarter and 15.6% for the year with an updated market value currently at \$110 MM.

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

**MOTION #S-17-127**

Motion by Jackson, supported by Jubas to receive and file the Southfield Employee Retirement System Investment Performance Review for June 30, 2017, presented by Christopher Kuhn, AndCo Consulting.

Motion carried.

## 2. *Consultant's Recommendations*

Mr. Kuhn suggested a rebalance by moving \$1.5MM from LSV International Equity to invest \$750,000 in PIA Fixed Income and \$750,000 in Templeton Global Fixed Income.

### **MOTION #S-17-128**

Motion by Jackson, supported by Maisano to approve the transfer of \$1.5MM from LSV International Equity to invest \$750,000 in Pacific Income Advisors Fixed Income and \$750,000 in Templeton International Fixed Income.  
Motion carried.

## 3. *Information*

Mr. Kuhn advised the board that Michael Holycross joined AndCo and would be working out of the Bloomfield offices. He also mentioned that AndCo would be holding a BBQ on Saturday night at the Fall MAPERS conference and a Hospitality Suite on Sunday. All were welcome.

## **LEGAL REPORT**

Mr. VanOverbeke had nothing new to report.

## **FINANCIAL MATTERS**

1. *Review and approve payment to Pacific Income Advisors for investment management services provided during the period 4/1/17 – 6/30/17, in the amount of \$6,032.00.*

### **MOTION #S-17-129**

Motion by Maisano, supported by Jackson to approve payment Pacific Income Advisors for investment management services provided during the period 4/1/17 – 6/30/17, in the amount of \$6,032.00.  
Motion carried.

2. *Review and approve payment to WCM Investment Management for investment management services provided during the period 4/1/17 – 6/30/17, in the amount of \$17,043.12.*

### **MOTION #S-17-130**

Motion by Maisano, supported by Jackson to approve payment to WCM Investment Management for investment management services provided during the period 4/1/17 – 6/30/17, in the amount of \$17,043.12.  
Motion carried.

3. *Review and approve payment to Med Source Services/Consulting Physicians for evaluation services related to a disability retirement application, in the amount of \$4,450.00.*

### **MOTION #S-17-131**

Motion by Maisano, supported by Jackson to approve payment to Med Source Services/Consulting Physicians for evaluation services related to a disability retirement application, in the amount of \$4,450.00.  
Motion carried.

4. *Review and approve payment to Comerica Bank Cardmember Service for activity during the period 7/7/17 – 8/4/17.*

### **MOTION #S-17-132**

Motion by Maisano, supported by Jackson to approve payment to Comerica Bank Cardmember Service for activity during the period 7/7/17 – 8/4/17.  
Motion carried.

## **PUBLIC COMMENTS**

No member of the public wished to comment.

## **OTHER MATTERS**

1. *September SERS Meeting*

Ms. Siskind reminded everyone that the September meeting would be held on the 12<sup>th</sup> in conjunction with and after the RHC meeting scheduled for 4:30pm and the ACS meeting at 4:00pm.

**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-17-133**

Motion by Jubas, supported by Maisano to adjourn the Southfield Employee Retirement System Board's August 15, 2017 Regular Meeting at 7:50 p.m.

Motion carried.

*Approved this 12<sup>th</sup> day of September 2017  
L. Susan Mannisto, Chair  
Southfield Employee Retirement System Board*