

**SOUTHFIELD EMPLOYEE RETIREMENT SYSTEM  
REGULAR MEETING – TUESDAY – JULY 19, 2022  
COUNCIL STUDY – 5:45 p.m.**

**MINUTES**

Board Members Present: Julius Maisano, Chair; Chris Diaz; L. Susan Mannisto; Ron Miller; Donna Sanders; Lauri Siskind

Board Members Absent:

Others Present: Megan Battersby, Retirement Administrator/SERS; Chris Kuhn, Investment Consultant/AndCo; Frank Judd, Legal Counsel/VMT; Salam Chaudhary and Robi Mitra/Sturbridge Capital

The meeting was called to order by Julius Maisano, Chair, at 5:45 p.m.

**APPROVAL OF AGENDA**

**MOTION #S-22-032**

Motion by Mannisto, supported by Sanders, to approve Agenda, Southfield Employee Retirement System, Regular Meeting, Tuesday, July 19, 2022. Motion Carried Unanimously

**APPROVAL OF MINUTES**

1. May 17, 2022, Regular Meeting Minutes

**MOTION #S-22-033**

Motion by Mannisto, supported by Miller, to approve Minutes, Southfield Employee Retirement System, Regular Meeting, Tuesday, May 17, 2022. Motion Carried Unanimously

**CONSENT AGENDA**

1. Informational Items
  - a. Comerica Invoice
  - b. FOIA response dated June 6, 2022
  - c. Proposed Services and Actuarial Fee Letter
2. Cash Account Report
  - a. Dec-21 through May-22
3. Applications for Retirement
  - a. J. Gladhill, 06/02/2022
  - b. W. Carry, 07/09/2022

4. Authorization of Benefits
  - a. B. Johnson
  - b. L. Hawkins
  - c. J. Gladhill
  - d. J. Marsack
5. Refund of Contributions
  - a. B. Wollery
  - b. B. Ruthenberg
6. Approval of Bills and Expenses
  - a. Credit card statement for charges for the period 05/05/2022 through 06/03/2022 in the amount of \$1,853.95
  - b. Expense report for J. Maisano for MAPERS Spring Conference
  - c. Expense report from C. Diaz for MAPERS Spring Conference
  - d. Expense report from R. Miller for MAPERS Spring Conference
  - e. Expense report from D. Sanders for MAPERS Spring Conference
  - f. Invoice from AndCo for consulting services and performance evaluation for the period April, 2022 through June, 2022 in the amount of \$17,500.00
  - g. Credit card statement for charges for the period 06/04/2022 through 07/06/2022 in the amount of \$600.00
  - h. Invoice from Waltheusen & Co. for asset management services for the period April 1, 2022 – June 30, 2022 in the amount of \$23,103.10
  - i. Fiduciary Liability Insurance Premium Allocation for 2021-2022 fiscal year in the amount of \$14,412.36
  - j. Invoice from LSV Asset Management for asset management services for the period April 1 to June 30, 2022 in the amount of \$0.00
  - k. Invoice from Reinhart Partners for asset management services for the period Quarter 2, 2022 in the amount of \$19,306.00

**MOTION #S-22-034**

Motion by Siskind, supported by Sanders, to approve Consent Agenda as presented.  
Motion Carried Unanimously

**PUBLIC COMMENT**

No comments were made.

**INVESTMENT CONSULTANT REPORT**

1. Market Update
2. Asset/Manager Summary
3. Memo Re: Apogem Capital/PA Secondary Fund VI
4. Sturbridge Presentation

Sturbridge Capital presented their PE FOF Secondary strategy to the Board. They reviewed the history of their firm, their investment process, and provided a case study of a recent investment into the fund.

Investment Consultant distributed a manager summary for Sturbridge and reviewed important aspects of the firm and strategy. He discussed the merits of the strategy with the Trustees and the potential complimentary role the fund would provide within the alternative allocation. The Board elected to commit \$2 million to the Fund, subject to legal review.

**MOTION #S-22-035**

Motion by Mannisto, supported by Siskind, to approve a commitment of \$2 million to Sturbridge Capital SDPE III Fund subject to legal review and approval and to be funded at recommendation of Investment Consultant. Motion Carried Unanimously

Investment Consultant reviewed a memo, recommending the PA Capital Secondary Fund V; the manager was recommended by AndCo at a prior meeting.

Investment Consultant presented the June market summary and updated market values. He discussed the Federal Reserve's battle against inflation, the impact of higher interest rates on the economy, and the sharp decline in stocks and bonds during the month and first quarters of 2022. He reviewed updated market values and recommended transferring \$500,000 from PIA and \$1 million from Titan to cash.

**MOTION #S-22-036**

Motion by Siskind, supported by Sanders, to transfer \$500,000 from PIA to Cash and to transfer \$1 million from Titan to Cash per recommendation of Investment Consultant for liquidity needs. Motion Carried Unanimously

**LEGAL COUNSEL REPORT**

1. PA Secondary Fund VI, LP Compliance Letter
2. Other matters deemed pertinent

Legal Counsel indicated that the compliance letter was standard when a new investment was made and demonstrated compliance with Act 314.

**MOTION #S-22-037**

Motion by Diaz, supported by Siskind, to receive and file Legal Counsel Report. Motion Carried Unanimously

**RETIREMENT ADMINISTRATOR REPORT**

1. Matters deemed pertinent

Retirement Administrator did not have anything to report to the Board.

**OLD BUSINESS**

1. None

## **NEW BUSINESS**

### **1. Stewart Disability Appeal**

Legal Counsel reminded the Board that Ms. Stewart was examined by a physical medicine and rehabilitation doctor who determined that she was not mentally or physically totally disabled for duty in the employ of the City. Consequently, her request for disability retirement was not granted. Ms. Stewart appealed that decision and was reexamined by a psychiatry and neurology doctor who has also determined that she is not mentally or physically totally disabled for duty in the employ of the City. Discussion ensued as to whether the doctor only focused on specific issues or whether he considered the totality of physical issues that affect Ms. Stewart's ability to perform the required components of her job.

### **MOTION #S-22-038**

Motion by Diaz, supported by Sanders, to direct Retirement Administrator to request that the first doctor who examined Ms. Stewart, Dr. Antoine E. Geffrard, M.D., revisit his report and decision and look at the totality of physical issues that affected her ability and may have prevented her from performing the required components of her job as presented in the job description. Motion Carried Unanimously

## **PENDING MATTERS**

1. Retirement Handbook: Lead/Maisano, Timeframe/TBD  
There was discussion regarding whose responsibility this was (i.e., HR or SERS).
2. Pension Calculator: Lead/Maisano, Timeframe/TBD  
No update/discussion.
3. Pension Eligibility and Calculation Demonstration: Lead/Battersby, Timeframe/TBD  
No update/discussion.
4. Trust Statement Reconciliation Responsibility and Procedure: Lead/TBD, Timeframe/TBD  
No update/discussion.

## **TRUSTEE COMMENT/OPEN FORUM**

L. Susan Mannisto asked whether any communication was received from K. Smith regarding the termination of her pension on June 1, 2022 due to being rehired by the City. It was stated that HR confirmed she received the notice and Retirement Administrator confirmed that no communication has been received from Ms. Smith.

## **ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 7:33 p.m.

Prepared by Megan Battersby, Retirement Administrator

Approved by Board Motion on August 16, 2022