



MINUTES FROM MEETING ON JANUARY 12, 2017

Chairman Smith contacted Mr. Klausner and called the meeting to order on Thursday, January 12, 2017 in the Sustainability Conference Room, 2nd floor, City Hall at 9:31 AM. There was a quorum.

Board Members

Jay L. Smith, Chairman
 Jose Vicente, Vice-Chairman
 Laurie Botts, Secretary
 Mathew Fleury, Trustee
 Christopher McCullion, Trustee

Others Present

Katrina Laudeman, Executive Director
 Michelle McCrimmon, Deputy CFO
 Shannon Hetz, Police Department Advocate
 Randy Thames, FOP Labor Chairman
 Robert Klausner, Board Attorney (via phone)
 Katie Zuccarini, Employee Benefits
 Michele Keane, Pension Coordinator

1. **PUBLIC COMMENT**

Chairman Smith asked if there was any public comment. There was none.

2. **APPROVAL OF MINUTES OF NOVEMBER 8, 2016**

A MOTION TO APPROVE THE MINUTES OF NOVEMBER 8, 2016 was made by Ms. Botts and seconded by Mr. Vicente; **MOTION CARRIED UNANIMOUSLY.**

3. **APPROVAL OF CONSENT AGENDA**

A MOTION TO APPROVE THE CONSENT AGENDA was made by Mr. Smith and seconded by Mr. Fleury; **MOTION CARRIED UNANIMOUSLY.**

4. **PENDING / OLD BUSINESS**

- a. **Disability Update** – Ms. Keane reminded the Board that Officer William Anderson's IME results had been received. Mr. Smith asked to have Officer Anderson's hearing scheduled for the February 9th meeting. Mr. Smith asked for a copy of the Limited Duty documents to be forwarded to the Board members and Mr. Klausner. Mr. Thames updated the Board about Dolores Bracero, Derek Briscoe and Deborah Clayton.
- b. **Securities Litigation Update** – Ms. Laudeman presented the update and was thanked by Chairman Smith for her report.

- c. **Electronic Device Policy** – Ms. Laudeman addressed Ms. Botts’ concern regarding the use restrictions of the device. Ms. Laudeman will supply Mr. Klausner with a copy of the City’s “Internet and Intranet Policy” for language regarding personal use of City computers. Mr. Klausner will revise the electronic device policy language and a copy will be presented at the next meeting for approval.
- d. **Summary Plan Description Discussion** – The Summary Plan was discussed and some clarifications were suggested. When asked by Mr. Thames, Mr. McCullion stated the Share Plan should be included in the Summary Plan once approved by ordinance. There are two minimum benefits, as well as the share plan, that will be going before the City Council for approval. The Board members decided to delay the approval of the Summary Plan Description until these changes can be included. In the interim, the Board members will continue to review the Plan for any other needed changes and submit them to Ms. Laudeman.
- e. **Annual Calendar of Events** – Ms. Laudeman presented the calendar and asked for suggestions or changes. Mr. McCullion suggested the Board tackle half the policies and procedures the first half of the year, and the remainder of the policies the second half of the year. The Board members agreed this should work well. Chairman Smith added he would like to invite NEPC to attend the March 9th meeting. This calendar will be posted to the OneDrive.

5. NEW BUSINESS – APPOINTING AN EXECUTIVE DIRECTOR FOR THE PENSION BOARD

A MOTION TO APPOINT MS. LAUDEMAN AS THE EXECUTIVE DIRECTOR FOR THE PENSION BOARD was made by Chairman Smith and seconded by Ms. Botts; **MOTION CARRIED UNANIMOUSLY.**

6. ADJOURNMENT

A MOTION TO ADJOURN was made by Mr. Smith and seconded by Mr. Fleury. The meeting adjourned at 10:30 AM.

Respectfully submitted,

Michele Keane

Michele Keane
Pension Coordinator