



CITY OF TAMPA

BOARD OF TRUSTEES REGULAR MEETING MINUTES TUESDAY – MARCH 20, 2018 – 1:00 P.M.

The Board of Trustees for the General Employees' Retirement Fund convened in a regular session at 1:00 p.m. on this 20th day of March, 2018 at the City of Tampa, Fire & Police Pension Fund, 3001 N. Boulevard, Board Meeting Room, Tampa, FL 33603.

Support Staff: Natasha Wiederholt, GE Pension Plan Supervisor and Recording Secretary; Justin Vaske, Assistant City Attorney and Board Attorney; Terrie Williams, Accounting Operations Manager; and Rosie Rivera, Accountant.

Consultants to Board: Jason Pulos and Elizabeth Sanborn - Asset Consulting Group (ACG); Mark Meyer and Michaela Perez – AON Hewitt.

I. ROLL CALL

Mr. Carrera, Chairman, presiding, brought the meeting to order at 1:00 p.m.

Board Members Present Included: Ernest Carrera, Chairman; Stephen Hill, Vice Chairman; Steve Kenny, Trustee; Derwin Bright, Trustee. Sonya Little, Trustee arrived at 1:05 p.m. Andy Waitman advised in advance of the meeting that he would be absent.

At this time, a new mayoral appointee had not yet been selected.

II. PUBLIC COMMENTS- Ten (10) Minutes Total – Three (3) Minutes per Speaker

Mark Meyer, AON Hewitt addressed the Board regarding the actuarial services RFP #42122017. He emphasized the history of the agreement with AON and the knowledge base. Mr. Meyer stated that according to the RFP, the Board has the right to reject any and all proposals, and could choose to remain with AON Hewitt for actuarial services should it be deemed in its best interests to do so.

III. APPROVAL OF MINUTES

Ms. Wiederholt requested the Board approve the minutes from the February 20, 2018 meeting.

MOTION: (Hill/Kenny) Motion was made by Stephen Hill to approve the minutes from the February 20, 2018 Board Meeting. Motion was seconded Steve Kenny. MOTION CARRIED.

IV. DISABILITY RETIREMENT HEARING – DEAN REYNOLDS

Ms. Wiederholt briefed the Board on the comprehensive medical evaluation reports that were



received from the Board's independent medical examiners with regards to the disability retirement application for Dean Reynolds.

We received a comprehensive evaluation/medical report from Eniola Owi, M.D. dated February 15, 2018. It states in relevant part, "After my examination of Mr. Reynolds and review of the provided medical records, it is my opinion that Mr. Reynolds is incapable of usefully and efficiently performing any job within the City of Tampa."

A comprehensive evaluation/medical report dated February 28, 2018 was also received from Robin R. Hughes, M.D., M.P.H. It states, "Based upon review of Mr. Reynolds' medical records, his independent medical exam by Dr. Owi and my evaluation today, it is this examiner's opinion that Mr. Reynolds is incapable of useful and efficient service within the City of Tampa. His condition is permanent and progressive in nature with poor prognosis per AMA Guidelines for Workability and the American College of Occupational Medicine Treatment Guidelines Medical Disability Advisor by Reed."

Ms. Wiederholt made a staff recommendation for the Board to approve the disability retirement application for Mr. Reynolds.

MOTION: (Hill/Bright) Motion was made by Stephen Hill to approve the disability retirement application for Dean Reynolds. Motion was seconded by Derwin Bright. MOTION CARRIED.

V. STAFF REPORT

1) Portfolio Performance Review – February 2018

Jason Pulos, Asset Consulting Group introduced Elizabeth Sanborn, CFA to the Board of Trustees. Ms. Sanborn will serve as the alternate consultant on the account and is replacing Nathan Burk.

Jason Pulos, Asset Consulting Group reviewed the monthly investment performance report for the period ending 02/28/2018.

As of February 28, 2018 the total fund value stood at approximately \$738.1 million. The Fund is up 14.32% gross of fees which is 2.88% above the policy index for the one year period through February 28, 2018. Over the five year period ending February 28, 2018 the Fund is up 9.05% gross of fees annualized compared to the policy index of 8.25% for the same time period.

2) March 2018 Liquidity Needs

Ms. Wiederholt directed the Board to the cash flow projection and advised the Board that \$4.45M was needed to fund benefit payments for the month of March 2018. The Fund has \$5.3M available in cash as \$5M was liquidated from the Brandywine Global Fixed Income strategy last month in addition to the



February liquidity needs. ACG advised the Board that liquidity needs should be sourced from the available cash.

3) Actuarial Services RFP Update – Evaluation Committee

Ms. Wiederholt briefed the Board on the status of the actuarial services RFP finalist presentations. The Evaluation Committee conducted finalist presentations on Monday, March 12, 2018 with Foster & Foster; Gabriel, Roeder, Smith & Company (GRS); and SageView Consulting Group.

Ms. Wiederholt and Evaluation Committee Members, Lee Huffstutler and Terrie Williams shared the Committee's master scoring matrix with the Board and provided feedback on each firm's proposal and presentation. A discussion ensued amongst the Board regarding the actuarial services offered, the firms' credentials, references/client base and cost. The Committee Members present advised the Board that Foster & Foster scored the highest number of points and was the recommended firm to provide actuarial services to the Fund.

MOTION: (Hill/Little) Motion was made by Stephen Hill to direct the Evaluation Committee to reach out to Foster & Foster for a Best and Final Offer letter and to check the firm's references. An update is to be provided to the Board at the April 17, 2018 meeting. Motion was seconded by Sonya Little. MOTION CARRIED.

4) Investment Consultant Services RFP

Ms. Wiederholt advised the Board that Investment Consulting Services RFP # 41032118 is active and is receiving a lot of interest. At least 30 questions were received from 10 different investment consulting services firms. A second addendum is being posted today with responses to the vendor questions. The closing deadline for RFP proposals is March 29, 2018.

A discussion ensued amongst the Board about the composition of the Evaluation Committee as well as the process and timelines for reviewing the proposals received and finalist presentations.

MOTION: (Kenny/Little) Motion was made by Steve Kenny that the composition of the Evaluation Committee be comprised of the following seven (7) members: Ernest Carrera, Chairman; Stephen Hill, Vice Chairman; Sonya Little, Trustee; Steve Kenny, Trustee; Lee Huffstutler, Chief Accountant; Terrie Williams, Accounting Operations Manager; and Natasha Wiederholt, GE Pension Plan Supervisor. Motion was seconded by Sonya Little. MOTION CARRIED.

MOTION: (Hill/Little) Motion was made by Stephen Hill to direct staff to review the proposals received and to eliminate any deemed non-responsive before distribution to the Evaluation Committee members. The Evaluation Committee will meet in late April to review the proposals and will report back to the Board in May with a recommendation for the finalists selected. Finalist



presentations will be conducted with the full Board in June. Motion was seconded by Sonya Little. MOTION CARRIED.

5) Pension Administration System RFP Update

Ms. Wiederholt updated the Board on the status of the Pension Administration System RFP. Proposals to the RFP were due on February 27, 2018 and the Purchasing Department's review of the proposals was completed on March 16, 2018. Proposals were received from Levi, Ray & Shoup (LRS Pension Gold); Morneau Shepell; Prudential Retirement; and Lynchval Systems Worldwide, Inc. Concern was expressed that we did not have a higher number of proposals as expected. The City's Purchasing Department vetted the proposals and deemed Prudential Retirement, Lynchval Systems Worldwide, Inc., and Morneau Shepell to be non-responsive. The proposal from LRS Pension Gold was still being reviewed for compliance. Concerns were expressed, with emphasis on next steps. Ms. Wiederholt advised the Board that the consultant Akio Takawa, Linea Solutions, reached out to the companies who participated in the pre-proposal conference to find out why they chose not to bid on the project. Several responses were received and shared with the Board. The Pension Administration System Evaluation Committee is meeting on Friday, March 23, 2018 to discuss the procurement process and next steps. Ms. Wiederholt stated she would update the Board on the outcome of that meeting at the April 17, 2018 Board meeting.

VI. CONSENT AGENDA

Ms. Wiederholt advised that the Consent Agenda has been reviewed and the items listed are true, correct, and have been found to be accurate.

DROP Rates of Return

- 1) DROP Rate of Return for Period Oct. 1, 2017 – Dec. 31, 2017 – Option #1
- 2) DROP Rate of Return for Period Oct. 1, 2017 – Dec. 31, 2017 – Option #2
- 3) NT Gov't Short-Term Investment Fund – Daily Rate of Return – Mar. 1, 2018

Retirement Benefits & Estate Payments:

Early Retirements, Longevity Retirements, Deferred Retirements, Disability Retirement, Survivor Allowances, Estate Payments, DROP Applications, DROP Exits

Monthly Invoice:

- 1) City of Tampa Reimbursement – February 2018 - \$23,648.95

Auto-Deducted:

- 1) Marathon-London Int'l Group – \$23,905 (February 2018)



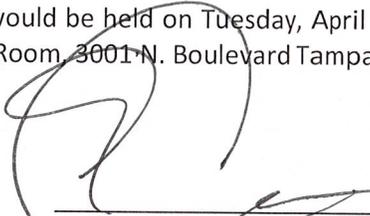
Miscellaneous Invoices:

- 1) Tampa Occupational Health & Wellness – (Reynolds) - \$1,200.00
- 2) The Berwyn Group - #39031 - \$1,200.00
- 3) Workhealth Occupational Medicine – (Reynolds)

MOTION: (Kenny/Bright) Motion was made by Steve Kenny to approve the consent agenda. Motion was seconded by Derwin Bright. MOTION CARRIED.

VII. ADJOURNMENT

There being no further business, Chairman Ernest Carrera adjourned the meeting at 2:06 p.m. and advised the Board that the next meeting would be held on Tuesday, April 17, 2018 at the Fire & Police Pension Fund, Board Meeting Conference Room, 3001 N. Boulevard Tampa, FL 33603.



BOARD CHAIRMAN – Ernest P. Carrera



**GE PENSION PLAN SUPERVISOR – Natasha Wiederholt
& RECORDING SECRETARY**