



CITY OF TRENTON
FIRE AND POLICE PENSION BOARD OF TRUSTEES
2800 Third Street • Trenton, Michigan 48183



Minutes of the Regular Meeting April 15, 2015

Time: 10:00 A.M.

Members Present: N. Blackledge
M. McCullough, T. Fox

Members Absent: J. Hornauer, B. Jocks

Others: Mike Holycross – Graystone Consulting, Karen Sall- Deputy Treasurer/Plan Secretary,
John Bussa

Meeting was called to order at 10:01 a.m. Agenda was received without modification.

Re: Minutes of the Meeting held February 18, 2015

2015-4-1 Resolution by Blackledge, supported by Fox

Resolved, that the minutes of the 2/18/15 meeting be approved as written.

Yeas: all Members present

Re: Communications

Communications were reviewed and placed on file. Additionally, Mr. McCullough distributed a News Herald article regarding pension changes in Lincoln Park.

Re: Plan Secretary

The Plan Secretary presented a letter from Russ Rohloff giving notice of his retirement effective May 9th. Pension calculations will be presented at the next meeting.

Re: Performance Report

- Mike Holycross of Graystone updated the board on portfolio performance as of 3-31-2015. Combined accounts are currently worth \$53,970,263.00.
- Mr. Holycross explained the request from Morgan Stanley with regard to invoice automation for client performance reports. The implementation of this technology will enable PNC to transmit data directly to Morgan Stanley for a more efficient production of performance measurement reports and invoices.
- Mr. McCullough questioned a custodial report that was received from PNC which summarized

2015-4-2 Resolution by Blackledge, supported by Fox

Whereas, the Board of Trustees is vested with the authority for the general administration, management and operation of the Pension System; and

Whereas, the board has been informed by its investment consultant of technology that is being utilized to collect, combine and transmit data from custodians to financial advisors, providing increased efficiency in providing client statements and decrease dependency on paper statements; and

Whereas, the board's Financial Advisor requests that the board authorize the custodial bank to provide account information SS&C, LLC necessary for full implementation of this technology which will result in faster, more efficient data transmittal. Therefore be it

Resolved, that the board will approve the execution of a letter authorizing its custodial bank, PNC, to provide account information to SS&C, LLC; and be it further

Resolved, that a copy of the authorization will be sent to Graystone consulting and PNC Bank.
Yeas: all Members present

Re: Legal

- **Amendment to FOIA policy** – Mr. Castle explained the recent legislative changes to FOIA and presented the board with a proposed policy reflecting those changes. He reviewed the process for filing a FOIA with the board's FOIA coordinator, Ms. Sall, how requested time frames can be amended and the schedule of fees that apply. Mr. Castle suggests and the board agrees that making information available on the website will reduce the hours required for responding to FOIA requests. The board must adopt a revised policy by July 1, 2015.
- **Policy for Advisor and Service Provider Review** – under the policy for review of service providers, the board must review the performance of one (1) provider or advisor per year.

2015-4-3 Resolution by Blackledge, supported by Fox

Whereas, the Board of Trustees being charged with the general administration of the Pension System, deems it prudent to periodically review the performance and services provided by each of its advisors and service providers; and

Whereas, in order to formalize the process for review and analysis, the Board has adopted a policy resolution for Service Provider Review effective October 15, 2014 which states that the Board shall annually undertake to review the performance and services offered by its advisors and service providers; therefore be it

Resolved, that the Board directs its attorneys at Vanoverbeke, Michaud & Timmony, P.C. to provide an Executive Summary of duties and services that they provide to the City of Trenton Fire & Police Pension System and that the summary be presented for review at the next meeting on May 20, 2015.

Yeas: all Members present

Re: Invoices

The Board received the following invoices:

- | | |
|-----------------------------------|-----------|
| a) City of Trenton Q3 & Q4 2014 - | \$6000.00 |
| b) City of Trenton Q1 2015 - | \$3000.00 |
| c) MAPERS Seminar McCullough - | \$60.00 |
| d) MAPERS Seminar Hornauer - | \$106.97 |

2015-4-4 Resolution by Fox supported by Blackledge

Whereas, the Board has received and reviewed an invoice submitted by the City of Trenton for services rendered in 3rd and 4th quarters of 2014; therefore be it

Resolved, that the Board approve the payment of \$6000.00 to the City of Trenton; and be it further

Resolved, that Plan Secretary Sall is directed to act upon the Board's behalf when submitting this invoice to PNC Bank for payment.

Yeas: all Members present

2015-4-5 Resolution by Fox supported by Blackledge

Whereas, the Board has received and reviewed an invoice submitted by the City of Trenton for services rendered in the 1st quarter of 2015; therefore be it

Resolved, that the Board approve the payment of \$3000.00 to the City of Trenton; and be it further

Resolved, that Plan Secretary Sall is directed to act upon the Board's behalf when submitting this invoice to PNC Bank for payment.

Yeas: all Members present

2015-4-6 Resolution by Fox supported by Blackledge

Whereas, the Board has received and reviewed an invoice submitted by Mike McCullough for approved charges for MAPERS conference; therefore be it

Resolved, that the Board approve the payment of \$60.00 to Mike McCullough; and be it further

Resolved, that Plan Secretary Sall is directed to act upon the Board's behalf when submitting this invoice to PNC Bank for payment.

Yeas: Blackledge and Fox
Abstain: McCullough

2015-4-7 Resolution by Fox supported by Blackledge

Whereas, the Board has received and reviewed an invoice submitted by Jeff Hornauer for approved charges for MAPERS conference; therefore be it

Resolved, that the Board approve the payment of \$106.97 to Jeff Hornauer; and be it further

Resolved, that Plan Secretary Sall is directed to act upon the Board's behalf when submitting this invoice to PNC Bank for payment.

Yeas: all Members present

Re: New Business

MFN (Most Favored Nation) Amendment

The Board received a communication from WHV investments offering a reduced fee schedule in exchange for the Board's agreeing to removal of MFN provision that is currently in the existing agreement

2015-4-8 Resolution by Blackledge supported by Fox.

Whereas, the Board of Trustees is vested with the authority for the general administration, management and operation of the Pension System; and

Whereas, encompassed within the management duties, the Board must negotiate fee schedules that are favorable to the value of the pension plan; and

Whereas, the Board has received a request from WHV Investments to remove the MFN (Most Favored Nation) provision that is currently included in the agreement with the City of Trenton Fire & Police Pension Plan in exchange for a fee reduction for the Plan's international equity portfolio; therefore be it

Resolved, the Board of Trustees will sign an authorization to amend the current investment agreement with WHV Investments to reflect a removal of the MFN provision in exchange for a reduction in fees charged to the Plan; and be it further

Resolved, that a copy of the agreement be forwarded to Graystone consulting for distribution.

Yeas: All Members present

Spouse waiver/acknowledgement

In response to a question from the Trenton City Administrator, Ms. Sall confirmed that there is currently no waiver whereby a spouse acknowledges termination of benefits with the death of a retiree. The Act 345 plan is under no legal obligation to require such a form.

There was a discussion in response to a question of whether a retiree is eligible for benefits collected by an ex-spouse if the ex-spouse predeceases the retiree. Mr. Castle explained that it would depend upon the specific EDRO agreement.

Fiduciary Liability Insurance Renewal

2015-4-9 Resolution by Fox, supported by Blackledge

Resolved, that the Board approve the premium payment of \$4750 for the renewal of the Board's Fiduciary Liability Insurance Policy.

Yeas: All Members present

Re: Old Business

Final Average Compensation agreement

The Board reviewed the wording change in the document that retirees will sign to agree to their final average compensation as calculated by the Plan's actuary.

2015-4-10 Resolution by Blackledge, supported by Fox

Resolved, that the Board approve the form distributed to retiring employees for their signature indicating their agreement and approval of the final average compensation calculated to determine pension payout.

Yeas: All Members present

MAPERS Seminar Report

Mr. McCullough reported on the one day seminar that he and Mr. Hornauer attended in March noting that it was a great networking opportunity and provided valuable information. Mr. McCullough will put out a notice regarding the upcoming MAPERS conference being held in Mt. Pleasant in May.

Public Comment

Mr. Bussa shared that Tier Reit will go public the 3rd quarter of this year.

Scheduling

Next Board meeting – May 20, 2015 at 10:00 a.m.

Adjournment

2015-4-11 Resolution by Fox, supported by Blackledge

Resolved, that the meeting is adjourned at 11:39 a.m.

Yeas: all Members present

Minutes prepared by Pension Board Secretary: ^{Recording} 
Leah Iglehart


Mike McCullough - President


Jeff Hornauer – Secretary/ Treasurer