

MEETING NO. 2003

JOURNAL OF PROCEEDINGS

**BOARD OF TRUSTEES of the GOVERNING BOARD
of the CITY of DETROIT EMPLOYEE BENEFIT PLAN**

**HELD WEDNESDAY, JANUARY 13, 2016
RETIREMENT SYSTEMS' CONFERENCE ROOM
ONE DETROIT CENTER, 500 WOODWARD AVENUE, SUITE 3000
DETROIT, MICHIGAN 48226
9:00 A.M.**

PRESENT

Lori Cetlinski	Trustee
Tasha L. Cowan	Trustee & Vice-Chair
Lou Hatty	Trustee
Eric Higgs	Ex-Officio Trustee/Chief Accounting Officer
Brenda Jones	Ex-Officio Trustee/City Council President
John Naglick	Ex-Officio Trustee/Finance Director
June Nickleberry	Trustee
Thomas Sheehan	Trustee & Chair

EXCUSED

Brenda Jones	Ex-Officio Trustee/City Council President
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ABSENT

Felicia Johnson	Trustee
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ALSO PRESENT

Cynthia A. Thomas	Executive Director
Marilyn Roc Berdijo	Manager II
Michael VanOverbeke	Special Legal Counsel
Michael Hall	Director of Labor Relations
Rita Coats	Recording Secretary

CHAIR

THOMAS SHEEHAN

A Roll Call was taken by the Board's Recording Secretary and Chairman Sheehan called the Meeting of the Governing Board of the City of Detroit Employee Benefit Plan to order at 10:05 a.m.

Roll Call: Lori Cetlinski, Tasha L. Cowan, Lou Hatty, Eric Higgs, June Nickleberry and Thomas Sheehan.

Re: Minutes/Journal No. 2001

Motion By: Trustee Hatty – Supported By: Trustee Cetlinski

RESOLVED, that the Minutes/Journal of Proceedings, Meeting No. 2001 of the meeting of the Governing Board of Trustees of the Employee Benefit Plan of the City of Detroit, held Wednesday, November 18, 2015, be hereby **APPROVED** as recorded and submitted.

Yeas: Cetlinski, Cowan, Hatty, Higgs, Nickleberry and Sheehan – 6

Nays: None

Re: Death Claims – List No. 536

Motion By: Trustee Hatty – Supported By: Trustee Cetlinski

RESOLVED, that the proof of death has been submitted for the deceased members on List No. 536, and further

RESOLVED, that payment of Death Claims in the amount of \$230,699.00 be hereby **APPROVED**.

Yeas: Cetlinski, Cowan, Hatty, Higgs, Nickleberry and Sheehan – 6

Nays: None

MANAGER’S REPORT

Re: Bill Payment Request (Disbursements)

Resolution Moved By: Trustee Cetlinski – Supported By: Trustee Hatty

WHEREAS, the Governing Board of Trustees has been presented with the invoices which is referenced below requesting payment for services rendered, and

WHEREAS, the Governing Board is satisfied that the services were provided to the Board as requested and required by the Board; **THEREFORE BE IT**

RESOLVED, that subject to staff audit, the Board **APPROVES** payment of said invoice:

EMPLOYEE DEATH BENEFIT PLAN			
LIST OF DISBURSEMENTS FOR BOARD APPROVAL			
January 13, 2016			
<u>PAYEE</u>	<u>INVOICE DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
MANAGEMENT FEES:			
RhumbLine	01/11/16	Investment Advisory Fees - 4th Quarter 2015	665.00
RhumbLine	01/11/16	Investment Advisory Fees - 4th Quarter 2015	380.00
LEGAL FEES:			
OTHER EXPENSES:			
Gabriel Roeder Smith & Company	12/08/15	Actuarial Services November 2015 and Supplemental valuation report	15,767.00
Gabriel Roeder Smith & Company	01/06/16	Actuarial Services December 2015 and revised report and work in progress on cash out factors	15,100.00
Total Disbursements for Board Approval:			<u>\$31,912.00</u>

Yeas: Cetlinski, Cowan, Hatty, Higgs, Nickleberry and Sheehan – 6

Nays: None

~Concludes Manager’s Report~

SPECIAL LEGAL COUNSEL'S REPORT:

Discussion was held regarding the cash-out factors of the Employees Benefit Plan.

- Setting up a contingency reserve account
- Age factor in deductions
- Letter will be going out by March 15, 2016

- ***Trustee John Naglick entered the Governing Board at 10:25 a.m.***

- Notification of lump sum will be posted on the Website once the Retirement System receives the notices back.

Re: Cash-Out Factors – EBP Lump Sum

Motion By: Trustee Hatty – Supported By: Trustee Naglick

Motion to adopt the Cash-Out Factors of the Closed Employees Benefits Plan submitted by Gabriel Roeder Smith & Company, dated January 4, 2016, to be used to calculate the one-time cash out option in the Employees Benefit Plan as required by the Plan of Adjustment for the City of Detroit.

Yeas: Cetlinski, Cowan, Hatty, Higgs, Naglick, Nickleberry and Sheehan – 7

Nays: None

~Concludes SLC's Report~

BENEFIT MANAGER'S REPORT

Discussion was held by Director Michael Hall, of Labor Relations:

- Re-enrollment – 72% made changes

~Concludes Benefit Manager's Report~

ADJOURNMENT

There being no further business before the Governing Board, **Chairman Sheehan** adjourned the meeting at 10:35 a.m. The Board's next meeting is scheduled for **Wednesday, February 10, 2016**, at 9:00 a.m. in the Retirement Systems' Conference Room, One Detroit Center, 500 Woodward, Suite 3000; Detroit, Michigan 48226.

RESPECTFULLY SUBMITTED,



MARILYN ROC BERDIJO
MANAGER II