

MEETING NO. 2023

JOURNAL OF PROCEEDINGS

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

**HELD WEDNESDAY, AUGUST 16, 2017
RETIREMENT SYSTEMS' CONFERENCE ROOM
ALLY DETROIT CENTER, 500 WOODWARD AVENUE, SUITE 3000
DETROIT, MICHIGAN 48226
9:00 A.M.**

PRESENT

Lori Cetlinski	Trustee/Vice-Chair
Tasha L. Cowan	Trustee
*Kimberly Hall-Wagner	Trustee
Brenda Jones	Ex-Officio Trustee/City Council President
June Nickleberry	Trustee/Chairperson
Thomas Sheehan	Trustee

EXCUSED

John Naglick	Ex-Officio Trustee/Finance Director
Gail Oxendine	Trustee

ABSENT

None

ALSO PRESENT

Cynthia A. Thomas	Executive Director
Marilyn Roc Berdijo	Manager II
Michael VanOverbeke	General Counsel
Michael Hall	Labor Relations Director
Jeremiah Gross	Benefits Manager
TaKneisha Johnson	Administrative Assistant

STAFF EXCUSED

None

*Trustee Hall-Wagner has not been sworn-in as of 8/16/2017 meeting

CHAIR

ARMELLA J. NICKLEBERRY

A Roll Call was taken by the Board's Administrative Assistant and Chairperson Nickleberry called the Meeting of the Governing Board of the City of Detroit Employee Benefit Plan to order at 9:32 a.m.

Roll Call: Lori Cetlinski, Tasha L. Cowan, Brenda Jones (via teleconference) June Nickleberry and Thomas Sheehan.

BENEFIT MANAGER'S REPORT

Michael Hall, Labor Relations Director, and Jeremiah Gross, Benefit Manager reported on the following:

- Review of 2017 Open enrollment is underway with exciting new benefit options that will be available to employees: (flexible spending, dental, vision and medical). Mr. Gross and Mr. Hall requested a special meeting to come back and discuss the new and improved offerings.

Motion by: Trustee Cowan– Seconded by Trustee Sheehan, to acknowledge and grant the request of both the Labor Relations Director and Benefit Manager for a Special meeting to discuss new benefit offerings. The meeting will be held on **Wednesday August 30, 2017 at 12:00 noon**. *The motion passed by a unanimous vote.*

Re: Minutes/Journal No. 2020

Motion By: Trustee Sheehan – Supported By: Trustee Jones

RESOLVED, that the Minutes/Journal of Proceedings, Meeting No. 2020 of the meeting of the Governing Board of Trustees of the Employee Benefit Plan of the City of Detroit, held Wednesday, May 17, 2017, be hereby **APPROVED** as recorded and submitted.

Yeas: Cetlinski, Cowan, Jones, Nickleberry, and Sheehan – 5

Nays: None

Re: Death Claims – List No. 553

Motion By: Trustee Cowan– Supported By: Trustee Cetlinski

RESOLVED, that the proof of death has been submitted for the deceased members on List No. 553, and further

RESOLVED, that payment of Death Claims in the amount of \$90,675.00 is hereby **APPROVED**.

Yeas: Cetlinski, Cowan, Jones, Nickleberry, and Sheehan – 5

Nays: None

Re: Death Claims – List No. 554

Motion By: Trustee Cowan– Supported By: Trustee Cetlinski

RESOLVED, that the proof of death has been submitted for the deceased members on List No. 554, and further

RESOLVED, that payment of Death Claims in the amount of \$80,073.00 is hereby **APPROVED**.

Yeas: Cetlinski, Cowan, Jones, Nickleberry, and Sheehan – 5

Nays: None

MANAGER’S REPORT

Re: Bill Payment Request – (Disbursements)

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

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			
August 16, 2017			
<u>PAYEE</u>	<u>INVOICE DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<u>MANAGEMENT FEES:</u>			
Rumblin	07/24/17	Investment Advisory Fees - 2017Q2	272.00
Rumblin	07/11/17	Investment Advisory Fees - 2017Q2	572.00
BNY Mellon Asset Servicing	07/24/17	Asset Administration Charges 2017Q2	18,750.00
		Total Management fees	\$ 19,594.00
<u>LEGAL FEES:</u>			
<u>OTHER EXPENSES:</u>			
Gabriel Roeder Smith & Company	07/12/17	Actuarial Services June 2017	767.00
Gabriel Roeder Smith & Company	08/11/17	Actuarial Services July 2017	767.00
		Total Actuarial Services	\$ 1,534.00
		Total Disbursements for Board Approval	\$ 21,128.00

Yeas: Cetlinski, Cowan, Jones, Nickleberry, and Sheehan – 5

Nays: None

MANAGER'S REPORT (Cont'd)

The Governing Board of the Employee Benefit Plan is in receipt of a correspondence from Marvin Butler who missed the deadline in applying for his Death Benefit Lump Sum Cash Option. The Board's General Counsel opined on the matter during discussion with the Governing Board.

Motion by: Trustee Sheehan– Seconded by Trustee Cetlinski, to acknowledge receipt of the correspondence from Marvin Butler and deny the request due to the lateness of submission. *The motion passed by a unanimous vote*

GENERAL COUNSEL'S REPORT

Michael VanOverbeke, General Counsel, had no matters to report.

New/Old Business

- None

ADJOURNMENT

There being no further business before the Governing Board, **Chairperson Nickleberry** adjourned the meeting at 9:20 a.m. The Board's next meeting is scheduled for **Wednesday, September 20, 2017** at 9:00 a.m. in the Retirement Systems' Conference Room, Ally Detroit Center, 500 Woodward, Suite 3000; Detroit, Michigan 48226.

RESPECTFULLY SUBMITTED,



MARILYN ROC BERDIJO
MANAGER II