

MEETING NO. **4216**  
JOURNAL OF PROCEEDINGS  
BOARD OF TRUSTEES OF THE GENERAL RETIREMENT SYSTEM  
OF THE CITY OF DETROIT  
HELD **WEDNESDAY, AUGUST 15, 2018**

10:00 A.M.

RETIREMENT SYSTEMS' CONFERENCE ROOM  
ALLY DETROIT CENTER, 500 WOODWARD; SUITE 3000  
DETROIT, MICHIGAN 48226

TRUSTEES PRESENT

Wendell Anthony	Trustee
Lori Cetlinski	Trustee/ Vice- Chairperson
Tasha L. Cowan	Trustee
Kimberly Hall-Wagner	Trustee
Christa Mclellan	Ex-Officio Trustee/City Treasurer
John Naglick	Ex-Officio Trustee/Finance Director
Crystal Perkins	Trustee
June Nickleberry	Trustee/Chairperson
Thomas Sheehan	Trustee

TRUSTEES EXCUSED

Scott Benson	Ex-Officio Trustee/City Council Member
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TRUSTEES ABSENT

None

ALSO PRESENT

David Cetlinski	Executive Director
Gail A. Oxendine	Assistant Executive Director
Ryan Bigelow	Chief Investment Officer
Michael VanOverbeke	General Counsel
TaKneisha Johnson	Administrative Assistant IV
Truscott Rossman	Media Consultant

STAFF EXCUSED

None

CHAIRPERSON

**June Nickleberry**

The Board's Administrative Assistant took a verbal Roll Call at 10:06 a.m. and Chairperson Nickleberry called the meeting to order.

**Present at Roll Call: Tasha L. Cowan, Lori Cetlinski, John Naglick, Thomas Sheehan and Chairperson Nickleberry**

**Re: Legacy Plan Service Retirement(s)**

Motion By: Trustee Sheehan - Supported By: Trustee Cetlinski

**RESOLVED**, that the application(s) for retirement from the **COMPONENT II (LEGACY) PLAN** as outlined below be hereby APPROVED:

NAME, TITLE, DEPARTMENT	Terry A. Harris – RCPO - DPW
SERVICE CREDIT	27-05
EFFECTIVE DATE	05-09-17

NAME, TITLE, DEPARTMENT	Annette Henton – TEO - Transportation
SERVICE CREDIT	18-08
EFFECTIVE DATE	07-14-18

NAME, TITLE, DEPARTMENT	Bruce Jackson – Radio Maint Tech - Transportation
SERVICE CREDIT	26-06
EFFECTIVE DATE	07-07-18

NAME, TITLE, DEPARTMENT	Otis D. Patterson – Field Svc Tech – Water & Sewerage
SERVICE CREDIT	16-02
EFFECTIVE DATE	07-24-18

Yeas: Cowan, Cetlinski, Naglick, Sheehan and Chairperson Nickleberry– 5

Nays: None

**Re: Legacy Plan Vested Retirement(s)**

Motion By: Trustee Sheehan - Supported By: Trustee Cetlinski

**RESOLVED**, that the application(s) for **VESTED RETIREMENT** as outlined below be hereby APPROVED:

NAME, TITLE, DEPARTMENT	Leon Boyd, Jr. – Sewage Plant Operator – Water & Sewerage
SERVICE CREDIT	13-07
EFFECTIVE DATE	07-01-18

NAME, TITLE, DEPARTMENT	Theresa A. Hall – Office Support Spec - Water & Sewerage
SERVICE CREDIT	12-09
EFFECTIVE DATE	07-01-18

NAME, TITLE, DEPARTMENT	Dolores Jones – Comm Nutrition Helper - Health
SERVICE CREDIT	23-09
EFFECTIVE DATE	07-01-18

Yeas: Cowan, Cetlinski, Naglick, Sheehan and Chairperson Nickleberry– 5

Nays: None

**Re: Change of Computation(s)**

Motion By: Trustee Sheehan - Supported By: Trustee Cetlinski

**RESOLVED**, that the application(s) for **CHANGE OF COMPUTATION** as outlined below be hereby APPROVED:

NAME, TITLE, DEPARTMENT	Michael E. Dawson – TEO - Transportation
SERVICE CREDIT	20-03
EFFECTIVE DATE	07-22-18

NAME, TITLE, DEPARTMENT	Donna M. Vaughan – Office Assistant II – Building & Safety
SERVICE CREDIT	14-10
EFFECTIVE DATE	02-15-18

Yeas: Cowan, Cetlinski, Naglick, Sheehan and Chairperson Nickleberry– 5

Nays: None

**Re: Hybrid Plan Service Retirement(s)**

Motion By: Trustee Sheehan - Supported By: Trustee Cetlinski

**RESOLVED**, that the application(s) for retirement from the **COMPONENT I (HYBRID) PLAN** as outlined below be hereby APPROVED:

NAME, TITLE, DEPARTMENT	Leon Boyd, Jr. – Sewage Plant Operator – Water & Sewerage
SERVICE CREDIT	01-06
EFFECTIVE DATE	07-01-18

NAME, TITLE, DEPARTMENT	Carol Hale – Librarian III - Library
SERVICE CREDIT	00-11
EFFECTIVE DATE	06-02-15

NAME, TITLE, DEPARTMENT	Terry A. Harris – RCPO - DPW
SERVICE CREDIT	02-02
EFFECTIVE DATE	08-01-18

NAME, TITLE, DEPARTMENT	Bruce Jackson – Radio Maint Tech - Transportation
SERVICE CREDIT	04-00
EFFECTIVE DATE	07-07-18

NAME, TITLE, DEPARTMENT	Dorothy Lindsay – Spv Serv Guard-Gr I – Water & Sewerage
SERVICE CREDIT	01-06
EFFECTIVE DATE	01-02-16

NAME, TITLE, DEPARTMENT	Nicolas Nicolas – Engineer – Water & Sewerage
SERVICE CREDIT	01-07
EFFECTIVE DATE	01-15-16

NAME, TITLE, DEPARTMENT	Kerry N. Scott – Branch Janitor - Library
SERVICE CREDIT	00-08
EFFECTIVE DATE	05-01-15

NAME, TITLE, DEPARTMENT	Reginald Soares – Auto Mechanic – Water & Sewerage
SERVICE CREDIT	04-01
EFFECTIVE DATE	07-26-18

Yeas: Cowan, Cetlinski, Naglick, Sheehan and Chairperson Nickleberry– 5

Nays: None



Resolution Moved By: Trustee Cowan- Supported By: Trustee Sheehan

**WHEREAS**, the Board has been presented with the List of Disbursements for Board Approval which is referenced below requesting payment for Fees and Expenses, and

**WHEREAS**, the Board has been requested to approve payment of said Fees and Expenses; **THEREFORE BE IT**

**RESOLVED**, that subject to staff audit and approval of all Legal Fees by the Board's General Counsel, the Board **APPROVE** payment of the following Fees and Expenses:

Disbursements

Page 1 of 2  
Date: 8/13/2018 7:30 AM

Account	Payment Method	Currency			
F ACCT PAY	ACH	US			
<b>Vendor Name</b>			<b>Invoice Number</b>	<b>Invoice Description</b>	<b>Amount To Pay</b>
500 WEBWARD LLC			59972	Rent - August 2018	24,998.49
500 WEBWARD LLC			893880	Electrical Billing: 6/29/18-7/30/18, Meter #16055044	716.40
500 WEBWARD LLC			893881	Electrical Billing: 6/29/18-7/30/18, Meter #16055070	845.93
8x8 INC.			2212414	Phone System Services	1,334.10
ADP, INC			518053719	Check Printing Services	690.70
Best Buy Co., Inc.			PO 000031	Office Equipment	371.94
BNY Mellon			111-2018-0019603	Management Fees - 2nd Qtr '18	45,144.70
Cogent Communications, Inc.			080118	Internet Service	1,023.00
PLANTE & MORAN			1571954	Financial Statement Audit for year-ended 6/30/18	12,500.00
UHY Advisors MI, Inc.			1262748	Professional IT Services for July 2018	9,825.00
UHY Advisors MI, Inc.			1262761	Professional IT Services for July 2018	64,725.00
Bridgett Hardy			073118BH	IT Contractual Wages - July 2018	5,606.80
James R. Hollins			073118JH	IT Contractual Wages - July 2018	4,916.91
Raymond R. Tchou			073118RT	IT Contractual Wages - July 2018	8,715.70
Scott D. Vrooman			073118SV	IT Contractual Wages - July 2018	1,521.00
Venkat Rallapalli / Highbrow Systems, Inc.			073118VR	IT Contractual Wages - July 2018	6,824.44
			<b>Cash Account/Payment Method Total:</b>	<b>16 Documents</b>	<b>189,760.11</b>
F ACCT PAY	CHECK	US			
<b>Vendor Name</b>			<b>Invoice Number</b>	<b>Invoice Description</b>	<b>Amount To Pay</b>
BLOOMBERG FINANCE LP			5604496582	Bloomberg Anywhere 7/21/18-10/20/18	5,625.00
CINTAS CORPORATION-300			300297692	Floor Mats	110.01
CREATIVE BREAKTHROUGHS INC			INV0300	Software Maintenance	10,900.00
DIRECTV			34719107597	Service Charges 7/23/18-8/22/18	37.62
EDWARD A TASHJIAN MD			072817	Disability Exam	1,240.00
FEDEX			6-255-12539	FedEx Mailing	24.20
FEDEX			6-262-62791	FedEx Mailing	24.20
First CHOICE Coffee Services			565000	Equipment Rental	30.00
GABRIEL, ROEDER, SMITH & CO			440381	EDRO Calculations for Julian Sage	1,200.00

GENERAL RETIREMENT SYSTEM  
 CITY OF DETROIT  
**Re: Fees and Expenses- Continued**

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 AUGUST 15, 2018

F ACCT PAY	CHECK	US		
Vendor Name	Invoice Number	Invoice Description	Amount To Pay	
IRON MOUNTAIN	153113	Data Domain Service	2,425.30	
Iron Mountain Records Management	ADXS949	Records Storage	1,665.02	
OFFICE DEPOT	172728679001	Office Supplies	11.99	
OFFICE DEPOT	172728680001	Office Supplies	46.59	
OFFICE DEPOT	172728681001	Office Supplies	15.59	
PENSION BENEFIT INFORMATION	73755	One Time Run w/ ObitPro - Death Audit Services	250.00	
QUILL CORPORATION	8882631	Office Supplies	185.53	
QUILL CORPORATION	8891838	Office Supplies	16.99	
QUILL CORPORATION	8895503	Office Supplies	16.99	
RICOH	5054083567	Printer Maintenance	213.24	
SHRED-IT USA	8125214240	Shredding Service Charges	163.22	
VANOVERBEKE MICHAUD & TIMMONY, P.C.	072718	General Counsel Matters for June 2018	25,082.60	
VERIZON WIRELESS	072518	Wireless Charges 6/26/18-7/25/18	362.24	
XEROX	094089740	Printer Maintenance	98.28	
<b>Cash Account/Payment Method Total:</b>		<b>23 Documents</b>	<b>49,744.61</b>	

\* Payment amount is estimated based on the effective date 8/13/2018

Yeas: Cowan, Cetlinski, Naglick, Sheehan and Chairperson Nickleberry– 5

Nays: None

**Re: Refunds of Accumulated Contributions**

Motion By: Trustee Sheehan - Supported By: Trustee Cowan

**RESOLVED**, that the contributions to the Annuity Savings Fund by members of the General Retirement System, as set forth:

**List No. 7373 - \$475,489.59**

**List No. 7374 - \$347,477.46**

including interest, be **REFUNDED**, pending audit by the Retirement Systems' Accounting Staff.

Yeas: Cowan, Cetlinski, Naglick, Sheehan and Chairperson Nickleberry– 5

Nays: None

**Re: Employee Loan Program August 08, 2018**

Motion By: Trustee Sheehan - Supported By: Trustee Cowan

**RESOLVED**, that the disbursements for the Employee Loan Program by members of the General Retirement System, as set forth in the amount of: **\$37,221.00** including interest, be hereby **APPROVED**.

Yeas: Cowan, Cetlinski, Naglick, Sheehan and Chairperson Nickleberry– 5

Nays: None

**Re: Employee Loan Program August 15, 2018**

Motion By: Trustee Sheehan - Supported By: Trustee Cowan

**RESOLVED**, that the disbursements for the Employee Loan Program by members of the General Retirement System, as set forth in the amount of: **\$27,404.00** including interest, be hereby **APPROVED**.

Yeas: Cowan, Cetlinski, Naglick, Sheehan and Chairperson Nickleberry– 5

Nays: None

**Re: Minutes/Journal No. 4214 – (07/18/18)**

Motion By: Trustee Sheehan- Supported By: Trustee Naglick

**RESOLVED**, that the Minutes/Journal of Proceedings of the General Retirement System of the City of Detroit, of Meeting **No. 4214**, held on **July 18, 2018**, be hereby **APPROVED** as recorded and submitted.

Yeas: Cowan, Cetlinski, Naglick, Sheehan and Chairperson Nickleberry– 5

Nays: None



**ASSISTANT EXECUTIVE DIRECTOR'S REPORT**

Assistant Executive Director, **Gail A. Oxendine**, had no formal report, but addressed the following with the Board of Trustees:

- Active Shooter Training has been rescheduled:
  - August 28, 2018 (Two sessions at 8:30 and 10:45 a.m.)
- The performance evaluation process for staff is now in place; merit increases will be awarded according to that process.
- There are two candidates for the Deputy Chief Accounting Officer; those candidates will be forwarded to the Joint Personnel Committee for further review and consideration

**CHIEF ACCOUNTING OFFICER'S REPORT**

Chief Accounting Officer **Ramzee Jackson** presented the 2018-19 proposed Retirement System Budget for the Board's review.

- ***Trustee Kimberly Hall-Wagner entered the Boardroom at 10:13 a.m.***
- ***Trustee Christa Mclellan entered the Boardroom at 10:15 a.m.***

**EXECUTIVE DIRECTOR'S REPORT**

Executive Director, **David Cetlinski**, had no formal report, but addressed the following with the Board of Trustees:

- ERP update
- Budget update
  
- ***Trustee Wendell Anthony entered the Boardroom at 10:21 a.m.***

**CHIEF INVESTMENT OFFICER'S REPORT**

Chief Investment Officer **Ryan Bigelow** had no formal report, addressed the following matters with the Board:

- Life Assurance Fund re-cap
- Next Investment Committee meeting: Monday September 10<sup>th</sup>, 2018
- GAM management update (Informational only; no action required)
- Gateway discussion

**Motion by: Trustee Naglick– Supported by Trustee Hall-Wagner,** motion to follow the recommendation of the Board's Chief Investment Officer and fund an additional \$250,000.00 fee premiums/capital investment into the Life Assurance Fund. The Motion passed by a unanimous vote.

**GENERAL COUNSEL'S REPORT**

General Counsel Michael VanOverbeke, had no formal legal report, but discussed the following matters with the Board:

- Center for Retirement Research FOIA request
- **General Counsel provided the following Domestic Relations Orders (DROS)/Eligible Domestic Relations Orders (EDROS) for review and approval:**
  - **Fernando House v. E'Otree House**
- Deposition Litigation
- GASB 68 Components I and II Approval
- Draft Ordinance of the Plan Documents
- Duplication of Benefits meeting is scheduled for Wednesday afternoon August 15<sup>th</sup>, 2018

**GENERAL COUNSEL'S REPORT- Continued**

**Re: Fernando House v. E'Otree House**  
**Wayne County Circuit Court Case No. 08-112305-DO**

Motion By: Trustee Sheehan Supported By: Trustee Cetlinski

**WHEREAS**, the Board of Trustees is in receipt of an Eligible Domestic Relations Order ("EDRO"), dated July 26, 2018, wherein E'Otree House, the Alternate Payee, is awarded certain rights to the retirement allowance of Fernando House, the Participant, and

**WHEREAS**, the Retirement System consists of both a defined benefit plan and a defined contribution (a/k/a the Annuity Savings Fund) plan, and

**WHEREAS**, pursuant to the EDRO, the Alternate Payee is entitled to a portion of both the Participant's defined benefit plan and defined contribution plan benefits payable from the Retirement System, and

**WHEREAS**, the payments from the plan to the Alternate Payee shall begin when the Participant commences benefits from the Retirement System, or upon the Alternate Payee's election, but no time before the Participant's earliest retirement eligibility, and

**WHEREAS**, the Board's policy is to require that the cost for the actuary's calculations are to be borne by the parties to the domestic relations proceedings and the parties' EDRO provides that the parties are to equally share responsibility for any and all additional costs for actuarial services, and

**WHEREAS**, said matter had been discussed with legal counsel who has opined that the applicable terms of said court order are consistent with the provisions of the Retirement System and applicable law including Public Act 46 of 1991 (MCLA 38.1701) as amended, therefore be it

**RESOLVED**, that the Board acknowledges receipt of said court order, will pay pension benefits consistent with said order upon application by the Participant or the Alternate Payee, and further

**RESOLVED**, that a copy of this resolution be immediately attached as the top sheet of the pension file and other appropriate records be kept for the Retirement System relative to this matter, and further

**RESOLVED**, that copies of this resolution be sent to Fernando House, the Participant; E'Otree House, the Alternate Payee; and the Board's Actuary.

Yeas: Anthony, Cetlinski, Cowan, Hall-Wagner, Mclellan, Naglick, Sheehan  
and Chairperson Nickleberry – 8

Nays: None

**GENERAL COUNSEL'S REPORT- Continued**

**Motion by: Trustee Naglick– Supported by Trustee Cowan,** motion to approve and acknowledge receipt of GASB 68 reports (Component I and II) and direct that copies be forwarded to the Investment Committee for review. The Motion passed by a unanimous vote.

- *Kathy Colin, President of NASP Detroit invited the Board of Trustees to the Shafter Terry III scholarship reception on Tuesday August 21st, 2018 at 6:30 p.m. at the Charles H. Wright Museum of African-American history.*
- ***Trustee Crystal Perkins entered the Boardroom at 11:04 a.m.***

**PRESENTATION:**

Mondrian Investment Partners

Representatives Frances M. Cuthbert, CFA, and Paul M. Ross, CFA and Nigel A. Bliss discussed the following with the Board:

- Organization and Investment Policy
- Performance Quarter
- Performance 12 Months to date/Attribution
- Investment Strategy
- Investment Philosophy
- Implementation
- Portfolio
- Recent Performance History
- Other Business

***Presentation materials were provided***

**Re: Approval of 64<sup>th</sup> Annual Benefit Conference October 10-14, 2018**

Resolution Moved By: Trustee Sheehan Supported By: Trustee Anthony

**Resolved**, that the Board approve the attendance of any interested Trustee, The Executive Director, The Assistant Executive Director and General Counsel at the aforementioned conference, **and BE IT Further**

**Resolved**, that the Board approve expenditures for any interested Trustee, the Executive Director, The Assistant Executive Director and General Counsel to attend said conference, **and BE IT FURTHER**

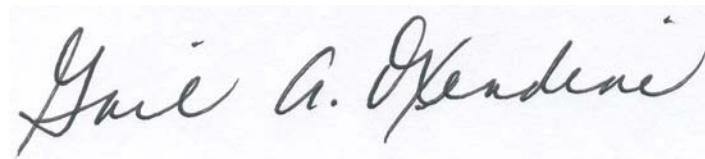
**Resolved**, that a copy of said conference brochure be provided to Retirement System Staff member Joann Harrison.

The Motion passed by a unanimous vote.

**ADJOURNMENT**

There being no further business before the Board, **Chairperson Nickleberry** adjourned the meeting at 12:12 p.m. The Board's next meeting is scheduled for **Wednesday, September 5<sup>th</sup>, 2018**, at 10:00 a.m. in the Retirement Systems' Conference Room, 500 Woodward Avenue Suite 3000; Detroit, Michigan 48226.

RESPECTFULLY SUBMITTED,



GAIL A. OXENDINE, ASSISTANT EXECUTIVE DIRECTOR