

MEETING NO. 3276
JOURNAL OF PROCEEDINGS
BOARD OF TRUSTEES OF THE POLICE AND FIRE RETIREMENT SYSTEM
OF THE CITY OF DETROIT
HELD THURSDAY, JANUARY 21, 2021

9:00 A.M.
RETIREMENT SYSTEMS' CONFERENCE ROOM
ALLY DETROIT CENTER, 500 WOODWARD AVENUE; SUITE 3000
DETROIT, MICHIGAN 48226

TRUSTEES PRESENT

Shawn Battle	Ex/Officio Trustee/Fire Prevention Chief/Mayoral Designee
Michael F. Berent	Elected Trustee/Fire/Chairperson
Matthew Gnatek	Elected Trustee/Police
Brenda Jones	Ex/Officio Trustee/City Council President
Angela R. James	Ex/Officio Retiree Trustee/Police/Mayoral Designee
Christa McLellan	Ex/Officio Trustee/Treasurer
John Naglick Jr.	Ex/Officio Trustee/Finance Director
George Orzech	Elected Retiree Trustee/Fire
Jeffrey Pegg	Elected Trustee/Fire
John Serda	Elected Trustee/Police
Ronald Thomas	Elected Trustee/Police/Vice-Chairperson
Gregory Trozak	Elected Retiree Trustee/Police
Steven Watson	Ex/Officio Trustee/Deputy Budget Director/Budget Director's Designee

TRUSTEES EXCUSED

Megan S. Moslimani	Ex/Officio Trustee/Corporation Counsel
Dean Pincheck	Elected Trustee/Fire
Portia Roberson	Ex/Officio/Mayor's Designee

ALSO PRESENT

Kelly Tapper	Assistant Executive Director
Marcella Brewer	Recording Secretary
Ronald King	General Counsel
Bruce Babiarz	Public Relations Advisor
Dr. Oscar King III	Board Lobbyist

STAFF EXCUSED

David Cetlinski	Executive Director
Ryan Bigelow	Chief Investment Officer

POLICE AND FIRE RETIREMENT SYSTEM OF THE CITY OF DETROIT
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Meeting is being hosted electronically due to Covid-19 per Senate Bill 1108

VICE-CHAIRPERSON

Ron Thomas

A verbal Roll Call commenced at 9:04 a.m. and Vice-Chairperson Thomas called the meeting to order.

Present at Roll Call: Battle (Detroit, MI), Gnatek (Detroit, MI) James (Detroit, MI), McLellan (Livonia, MI), Orzech (West Bloomfield, MI), Pegg (Detroit, MI), Serda(Detroit, MI), Trozak (Macomb County, MI), and Thomas Vice-Chairperson (Detroit, MI),

Re: Approval of January 21, 2021 Agenda

Trustee Pegg moved to approve the agenda dated Thursday, January 21, 2021. Trustee Serda supported. The motion passed unanimously.

Re: Approval of RETIREMENT Applications

Trustee Trozak moved to approve the RETIREMENT applications as listed below. Trustee Pegg supported. The motion passed unanimously.

NAME, TITLE, DEPARTMENT	William Allen Carter, Jr. – Police Sergeant - Police
RETIREMENT TYPE-PLAN	Drop - New
SERVICE CREDIT-EFFECTIVE DATE	19 05 14 – 12 16 20

NAME, TITLE, DEPARTMENT	Michael T. Donovan – Police Sergeant - Police
RETIREMENT TYPE-PLAN	Drop - New
SERVICE CREDIT-EFFECTIVE DATE	18 07 11 – 01 06 21

NAME, TITLE, DEPARTMENT	Michael T. Donovan – Police Sergeant - Police
RETIREMENT TYPE-PLAN	Hybrid - Drop
SERVICE CREDIT-EFFECTIVE DATE	06 06 00 – 01 06 21

NAME, TITLE, DEPARTMENT	Darin L. Szilagy – Police Lieutenant - Police
RETIREMENT TYPE-PLAN	Drop - New
SERVICE CREDIT-EFFECTIVE DATE	18 07 11 – 12 16 20

POLICE AND FIRE RETIREMENT SYSTEM OF THE CITY OF DETROIT
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RECEIPTS:

The Board acknowledged the following receipts:

Cash Receipts	Cash Account:	HYBLIQRES
Company: RSCD-PFRS	Start Date:	12/15/2020
	End Date:	1/15/2021

Doc. Date	Module	Tran. Type	Doc. Nbr.	Description	R/C	Receipt
12/18/2020	GL	013237		After tax annuity contributions 12-18-20		13,186.58
12/30/2020	GL	013309		After tax annuity contributions 12-30-20		13,614.73
1/15/2021	CA	Cash Entry		Pre tax pension contributions 1-15-21		417,319.36
1/15/2021	CA	Cash Entry		Pre tax pension contributions 1-15-21		22,225.00
						466,345.67

Cash Receipts	Cash Account:	LIQUID RES
Company: RSCD-PFRS	Start Date:	12/15/2020
	End Date:	1/15/2021

Doc. Date	Module	Tran. Type	Doc. Nbr.	Description	R/C	Receipt
12/28/2020	CA	Cash Entry	001972	Loan Deductions 12-18-20 (\$90,704.54)	R/C	90,704.54
12/31/2020	CA	Cash Entry	001976	Loan Deductions 12-25-20 (\$1,374.76)	R/C	1,374.76
1/15/2021	CA	Cash Entry	001973	Loan Deductions 12-11-20 (\$2,734.40)	R/C	2,734.40
1/15/2021	CA	Cash Entry		Loan Deductions 1-1-21	R/C	91,114.00
1/15/2021	CA	Cash Entry		Loan Deductions 1-8-21	R/C	1,992.28
						187,919.98

Total Receipts	654,265.65
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Re: Approval of Disbursements

Trustee Pegg moved to approve the Disbursement as outlined below with Acknowledgement of Investment Committee expenses. Trustee Orzech supported. The motion passed unanimously.

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 Date: 1/19/2021 10:11 AM

Disbursement Report

Account	Payment Method	Currency
LIQUID RES	WIRE	US

Vendor Name	Invoice Number	Invoice Description	Amount To Pay
COMVEST CREDIT PARTNERS V LP	010821	Capital Call	1,000,000.00
VISTA EQUITY PARTNERS FUND VII, L.P	011321	Capital Call	313,753.00
Cash Account/Payment Method Total:		2 Documents	1,313,753.00

HUNT VEND	ACH	US
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Vendor Name	Invoice Number	Invoice Description	Amount To Pay
500 WEBWARD LLC	1138573	Electrical Billing: 11/25/20-12/29/20 #16055044	809.42
500 WEBWARD LLC	1138574	Electrical Billing: 11/25/20-12/29/20 #16055070	1,452.08
8x8 INC.	2872457	Phone System Services	1,462.50
ACCUSOFT PEGASUS	0001033064	Xpress Imaging Software License	4,776.00
CLARK HILL, PLC	1053718	General Counsel Services for December 2020	26,250.00
CLARK HILL, PLC	1053719	Zawislak for December 2020	42.50
CLARK HILL, PLC	1053720	Raby for December 2020	106.25
FRANK RUSSELL COMPANY	1652032572	Russell Indexes Standard 10/1/20-12/31/20	125.00
GABRIEL, ROEDER, SMITH & CO	459663	Actuarial Services for December 2020	12,758.00
GLOBAL GOVERNANCE ADVISORS LLC	987	December Deliverables	373.36
Hamilton Lane Advisors, LLC (HL)	05413	Management Fees 1st Qtr '21	276,103.00
LOOMIS, SAYLES & COMPANY, L.P.	213633	Management Fees 4th Qtr '20	63,195.26
NORTHSTAR LIFE SERVICES	INV-0356	Servicing Fee	437.50
PAYDEN & RYGEL	1612-M1220	Management Fees - December 2020	7,781.00
PLANTE & MORAN	1934451	Financial Statement Audit for 6/30/20	7,625.00
QUILL CORPORATION	13469281	Office Supplies	69.98
QUILL CORPORATION	13493601	Office Supplies	8.34
RACINE & ASSOCIATES	12840	DPF v. Paramount 12/1/20-12/31/20	2,178.75
RHUMBLINE ADVISERS	g13mpfrsd2020Q4	Management Fees 4th Qtr '20	3,177.00
SMITH GRAHAM	4Q20	Management Fees 4th Qtr '20	20,863.00
UHY Advisors MI, Inc.	TS-2021-0001	Professional IT Services for December 2020	71,812.50
WILSHIRE ASSOCIATES INCORPORATED	INV00193131	Consulting Services - 1st Qtr '21	138,733.75



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Cash Account/Payment Method Total: 22 Documents 640,140.19

HUNT VEND	CHECK	US		
Vendor Name	Invoice Number	Invoice Description	Amount To Pay	
ABA Communications Inc.	999116-1	Fiber Optic Cable Installation	494.00	
Advantage Consulting, Inc.	D115	Full Functional Capacity Evaluation	1,200.00	
ALLEGRA	78467011	Self Service Mailings	597.58	
ALLEGRA	78462011	Self Service Mailings	597.58	
ALLEGRA	78791011	Self Service Mailings	1,255.44	
ALLEGRA	78792011	Self Service Mailings	1,254.80	
ASCENSION MICHIGAN AT WORK	412117	Disability Initial & Re-Exam Fees	900.00	
BAB ASSOCIATES, LLC	2020-091,92	Public Relations Services for November/Decemk	3,060.00	
CINTAS CORPORATION-300	4071004696	Floor Mats	130.65	
COMCAST	121720	High Speed Internet	202.74	
Dean Pincheck	111920DP	Trustee Parking	25.00	
EASY VERIFICATION INC	20-54813	Member Verification Requests	8.00	
FEDEX	7-222-35174	Mailing	26.79	
FEDEX	7-230-66794	Mailing	26.79	
First CHOICE Coffee Services	739110	Equipment Rental	30.00	
First CHOICE Coffee Services	741055	Coffee Supplies	109.32	
GOVERNMENT FINANCE OFFICERS ASSOCIATION (C0236001-2021		Membership Renewal Fees: 2/1/21-1/31/22	210.00	
IRON MOUNTAIN	190431	Data Domain Service	1,287.87	
IRON MOUNTAIN	202264875	Storage CDs	1,109.57	
Iron Mountain Records Management	DGNP589	Records Storage	2,311.77	
KELLEY CAWTHORNE	11980	Lobbyist Services for January 2021	6,750.00	
RONALD THOMAS	122620RT	Reimbursement for Ronald Thomas	119.74	
SHRED-IT USA	8181109712	Shredding Service Charges	29.98	
TRANSUNION RISK & ALT DATA SOLUTIONS INC (TL:3712221-202012-		TLOxp Research Services	25.00	
VERIZON WIRELESS	9870557062	Wireless Billing 12/5/20-1/4/21	804.53	
Cash Account/Payment Method Total:			25 Documents	22,567.15

* Payment amount is estimated based on the effective date 1/19/2021

Re: Approval of Refunds (Accumulated Contributions)

Trustee Pegg moved to approve the Refunds/Accumulated Contributions list as outlined below. Trustee Serda supported. The motion passed unanimously.

List number 3875 - \$ 288,542.09

List number 3876 - \$ 358,723.93

Re: Approval of the Frozen Defined Contribution Plan/Employee Loan Program

Trustee Trozak moved to approve the Frozen Defined Contribution Plan/Employee Loan Program as outlined below. Trustee Pegg supported. The motion passed unanimously.

List #1 - \$10,068.00 – 01/14/2021

List #2 - \$25,075.00 – 01/21/2021

Re: Approval of Minutes

None

ASSISTANT EXECUTIVE DIRECTOR’S REPORT

Assistant Executive Director, Kelly Tapper, discussed the following with the Board of Trustees:

- Trustee Request – PFRS Investment Management Fees
- PFRS June 30, 2020 Summary Annual Report
- Gabriel Roeder Project List
- Megan Moslimani Resignation

RE: PFRS June 30, 2020 Summary Annual Report

Trustee Pegg moved to approve the PFRS June 30, 2020 Summary Annual Report. Trustee Gnatek supported. The motion passed unanimously.

Trustee Pegg asked if it could be noted that under Travel and Conference, his fee for the Annual Conference was higher than others due to him going to a Pre-class to be certified as a Trustee for the International Foundation.

PUBLIC COMMENT

None

PUBLIC RELATIONS REPORT

- Draft Fact Sheet
- State COVID Budget

LOBBYIST’S REPORT

- No Political Activity

GENERAL COUNSEL’S REPORT

General Counsel Ronald King, as part of his legal report, discussed the following matters with the Board:

State of Michigan – Request for Improvement of Deficiencies

A response was sent to the State of Michigan to address items identified in its December 21, 2020 correspondence.

- Trustee Berent joined the meeting at 9:24 (Detroit, MI) and assumed the chair.

Investment Committee Invoice

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The recent invoice from KJK Associates was brought for discussion with the Board. No action was taken.

- Trustee Watson joined the meeting at 9:26 (Detroit, MI)
- Trustee Naglick joined the meeting at 9:27 (Oakland County, MI)

Raby, Zawislak v PFRS Update

Raby, Zawislak v PFRS:

The case has been settled as per the direction of the board in its last closed session.

COMMITTEE REPORT

The Policy Committee met and discussed the Disability and Trustee Due Diligence Policies. There will be some changes to the Due Diligence policy and a flow chart is being created for the Disability Policy.

Trustee Pegg gave an update on the PFRS Investment Committee which met on Tuesday, January 16, 2021. The meeting focused on Real Estate.

Trustee Orzech requested a monthly or quarterly report detailing how the CIO intends to fund each month's retiree payroll. The report should include what investments may need to be liquidated to fund retiree payroll.

Funding Policy Committee Meeting is Tuesday, January 26, 2021 at 1:00 pm.

NEW BUSINESS/OLD BUSINESS

Update on the Financial Expertise RFP and DROP RFP that are currently in progress.

Re: Global Governance Presentation

Representatives Brad Kelly, and Peter Landers of Global Governance Advisors discussed the following with the Board of Trustees:

- Trustee Jones joined the meeting at 10:16 (Detroit, MI)
- Methodology
- Key Assessment Findings and Recommendations
 - Strategic Oversight
 - Investment Committee and Financial Oversight
 - Policy Committee
 - Committee Structure

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- Roles of the Trustee
- Board Effectiveness
- Objective Survey Results
- Recommendation Summary and Work Plan Foundation

- Trustee Serda left the meeting for the day at 10:22
- Trustees Watson and McLellan left the meeting for the day at 11:00.

Presentation materials provided

ADJOURNMENT

Trustee Thomas moved to adjourn meeting #3276; Trustee Orzech supported.

Chairperson Berent adjourned the meeting at 11:23 A.M. The Board’s next meeting is scheduled for Thursday, February 4, 2021 at 9:00 a.m. in the Retirement Systems’ Conference Room, 500 Woodward Avenue, Suite 3000; Detroit, Michigan 48226.

RESPECTFULLY SUBMITTED,



Kelly Tapper, Assistant Executive Director