**MINUTES**
**WASHTENAW COUNTY EMPLOYEES' RETIREMENT COMMISSION**
**Remote Meeting**
**Participate via Zoom:** https://us06web.zoom.us/j/83087744379
**Participate via phone: 1-312-626-6799, then enter Webinar ID** 830 8774 4379
**December 21, 2021 - 8:30 am**

**ORDER OF BUSINESS**
**Meeting Called to Order**
Scott Miller called the meeting to order at 8:34am.

**Roll Call**
Monica Boote called the roll.

WCERS Members Present: Gregory Dill, Tina Gavalier, Nancy Heine, Corey Mason, Scott Miller.

WCERS Members Absent: Justin Hodge, Sue Shink.

Others Present: Amy Cole; Greystone Consulting, Catherine McClary; Treasurer, Tom Michaud; VanOverbeke, Michaud & Timmony, Chyanne Duncan, Dayna Spencer; Human Resources.

**Public Participation**
Alexandra O'Donnell, Bob June; June Law

**Approval of Minutes**
**A.** November 11, 2021 – Special Meeting
G. Dill supported by T. Gavalier to approve the regular meeting minutes, with corrected spelling of Catherine McClary's name. All in favor, motion carried

**Approval of Consent and Regular Agenda**
T. Gavalier supported by G. Dill to approve the consent and regular agenda. All in favor, motion carried.

**CONSENT AGENDA**

**A. Communications**
**1.** Washtenaw County Finance, Contributions/Distributions as of 11.30.2021
**2.** Brandywine, Monthly Commentary November 2021
**3.** JP Morgan SPF, Monthly Flash Report November 2021
**4.** JP Morgan SSPF, Monthly Flash Report November 2021
**5.** Robbin Geller Rudman & Dowd, Monitoring Report October 2021
**6.** Robbins Geller Rudman & Dowd, Litigation Report September 2021

**B. Communications on File**
**1.** Brandywine, November 2021 Reporting
**2.** JP Morgan, SPF, November 2021 Monthly Reporting
**3.** JP Morgan, SSPF, November 2021 Monthly Reporting
**4.** Loomis Sayles, October 2021 through November 2021 Reporting
**5.** Morgan Stanley, November 2021 Client Statement

**C. Invoices Pending Ratification**

| Vendor | Description of Services | Amount Due | Invoice |
|---|---|---|---|
| Beltzman Invoice | IME Invoice | $3,500.00 | 11262021 |
| Buck | Maintenance Charge for November 2021 | $2,500.00 | 05026104WCERS |
| Buck | Maintenance Charge for December 2021 | $5,118.82 | 05027038WCERS |
| Loomis Sayles | Summary of Fees 3Q21 | $17,095.24 | 219126 |
| Manning and Napier | Investment Management Fees 3Q21 | $49,937.98 | 20210930-313-958-A |
| Morgan Stanley | Investment Management Fees 3Q21 | $20,000 | 10024521218 |

| | | | |
|---|---|---|---|
| VMT | 3Q21 Legal Services Invoice | $647.50 | 1111195 |
| Washtenaw County | 1Q20 Administrative Services | $78,336.25 | 041 |
| Washtenaw County | 2Q20 Administrative Services | $78,336.25 | 042 |
| Washtenaw County | 3Q20 Administrative Services | $78,336.25 | 043 |
| Washtenaw County | 4Q20 Administrative Services | $78,336.25 | 044 |

**D. Service Retirement Application**

| Name | Department | Employee Group | Retirement Date | Type | Eligibility |
|---|---|---|---|---|---|
| Jeffrey Dehring | Parks and Rec | 2733A | 03.01.2022 | Service | Rule of 75, minimum age 50 |
| Donald Schnettler | Building Inspections | 2733B | 02.01.2022 | Service | Rule of 75, minimum age 50 |
| Colleen Turek | Court Non-Union | Non-Union | 01.01.2022 | Service | Rule of 75, minimum age 50 |
| Kassie Wieland | Juvenile Court | 3052 | 02.01.2022 | Service | Rule of 75, minimum age 50 |

**E. Service Retirement Finals**
None

**F. Intent to Purchase Prior Public / Military Service**

1. **Prior Public**
   None
2. **Prior Military**
   David Saims

**G. Final Purchase Approval Resolutions – Prior Public / Military Service**

1. **Prior Public**
   None
2. **Prior Military**
   David Saims

**H. Application for Refund of Contributions & Termination of Membership Pending Ratification**

| Name | Termination Date | Vested | Approximate Distribution Amount |
|---|---|---|---|
| Ryan Dawson | 09.01.2012 | No | $13,330.49 |
| Lora McParland | 11.24.2021 | No | $23,951.76 |

**I. Application for Deferred Retirement Benefit**
None

**J. Pension Benefit Changes**

1. **Helgemo, Gerald (Beneficiary of Ellen Shaffer)**
   Date od Death: September 20, 2021
   Pension Election: Option 2 – 100% → Reverts to Straight Life

2. **Schneider, Neul**
   Date of Death: November 14, 2021
   Pension Election: Option # 3- 50% Survivor

Payment to Beneficiary:
Death Benefit Beneficiary: Ardis Schneider
Death Benefit Amount: $2,000.00

3. **Smith, Maureen**
   Date of Death: November 23, 2021
   Pension Election: Straight Life
   Payment to Beneficiary: N//A
   Death Benefit Beneficiary: Mark Pulk (Son)
   Death Benefit Amount: $7, 500.00

**Death Benefit Total Amount:** $9,500.00

**K. EDRO / DRO**
None

**REGULAR AGENDA**

**Investment Consultant's Report –** Amy Cole and Tim Brice

**A. Market Update**
Ms. Cole reviewed the On the Market, titled Signal and Noise, she suggests we have seen a surge in COVID numbers, with the new variant Omicron and thus the investment environment is not as rich as it was a year ago, however we have seen a change in our labor markets, trades, and manufacturing. We have also seen strong housing, and with strong consumers inflation may begin to come down. The GDP number is at about 5%, and inflation is about 2.5% -3%, but with strong consumers, and more vaccinated people, we will still favor stocks over bonds.

**B. Performance Update**
Ms. Cole suggests that overall October 2021 was a great month. When we look at the Total Fund it is up 3.26% for the month and YTD up over 12%. The month of November is a bit flat. But we have a good deal of cash flow. Total Fund Monthly Performance Report shows for November the portfolio is down 1.63 % YTD is at 10.33%.

**C. Market Value and Asset Allocation**
The beginning market value YTD is $306 million we had a little over $11 million going out, and $31 million of appreciation in the portfolio, so we ended November at $326 million.

Regarding the Asset Allocation and Rebalance Ms. Cole states everything in within guidelines, overweight equities, and underweight fixed income. We are about 10.6% on the return standpoint of the portfolio. We need about $1.1 or $1.2 million dollars a month to continue to make payroll. Taking about $3 million from Vanguard Total Stock, and $1 million from Manning and Napier, just to make sure we are covering benefits and payroll. Regarding the Cost structure, Manning and Napier is currently 65 basis points, they are offering a teared fee schedule with anything above $20 million is at 60 basis points, so it will be a cost savings.

Recommendation from our investment consultants to move funds from our equities and redistribute that to cash account to make payroll for the next few months.

C. Mason supported T. Gavalier to reallocate $3 million from Vanguard Total Market ETF, and $1 million from Manning and Napier Core and transfer it to our cash accounts for purposes of paying payroll.
All in favor, motion carried.

**Legal Advisor's Report –** Tom Michaud
T. Michaud discussed the Open Meeting Acts, and going into January 2022, you can participate virtually only if you are in the military, this is for trustees only; trustees can participate virtually but you are not able to vote unless you are at the meeting in person.

**Other Advisor's Comments**
None

**Unfinished Business**
None

**New Business**

Resolution of appreciation for Trustee Kelly Belknap

T. Gavalier, supported G. Dill, to accept and file resolution of appreciation for Kelly Belknap. All in favor, motion carried.

A RESOLUTION OF APPRECIATION TO KELLY BELKNAP FOR HER SERVICE TO THE WASHTENAW COUNTY EMPLOYEES' RETIREMENT SYSTEM

WASHTENAW COUNTY EMPLOYEES' RETIREMENT SYSTEM

October 26, 2021

WHEREAS, Kelly Belknap began her tenure as a Washtenaw County Employees' Retirement System Trustee in March 2012; and

WHEREAS, during Trustee Belknap's 9 years and 4 months of service, she has served as the Vice Chairperson Leadership role; and

WHEREAS, Trustee Belknap carried out her fiduciary responsibilities with dedication, sincerity, scholarship, and honor and provided distinguished service to the Retirement Commission and the members and beneficiaries of the Retirement System; and

WHERAS, Trustee Belknap with sincerity and compassion balanced member interests with her fiduciary responsibility to ensure compliance with plan provisions; and

WHEREAS, the Trustees, the members and beneficiaries of the Retirement System, the County employees and citizenry owe a debt of gratitude to Trustee Kelly Belknap for her sacrifice and service to the Retirement System; and

WHEREAS, Trustee Belknap is a true example of a dedicated public servant such that the members and beneficiaries of the Retirement System, the County employees and citizenry owe a debt of gratitude to Kelly Belknap for her sacrifice and service to the Retirement System.

RESOLVED, that the Retirement Board, on behalf of itself and all concerned, hereby expresses its gratitude and appreciation to Trustee Kelly Belknap for her honorable and distinguished service as a Trustee, and be it further

NOW THEREFORE BE IT RESOLVED that the Board of Trustees, on behalf of it and all concerned extends its appreciation to Kelly Belknap for her 9 years and 4 of service to the Washtenaw County Employees' Retirement System and wishes her continued success in her future endeavors.

WASHTENAW COUNTY EMPLOYEES' RETIREMENT SYSTEM BOARD OF TRUSTEES

*Tina Gavalier* *Nancy Heine* *Scott Miller*

*Gregory Dill* *Corey Mason* *Sue Shink*

*Justin Hodge*

**Retirement Administrator's Report –** Monica Boote
M. Boote reviewed the yearly interest rate, which is posted to the member's accumulated account balance.

She is looking for a recommendation from the Board to authorize the 2021 intrest rate of 1.9% being added to the member's accumulated account balances.

C. Mason supported by T. Gavalier to set the 2021 interest rate of 1.9%. All in favor, motion carried.

Disability Retirement Alexandra O'Donnell
M. Boote summarized Ms. O'Donnell's disability retirement application for the Board.

The board discussed the application.

G. Dill supported by C. Mason to approve the application for disability retirement for Alexandra O'Donnell
All in Favor, motion carried.

**Report of the Chair**

S. Miller wanted to speak about the WCDC, RHS and 457 account moving from TIAA , ICMA and MERS to Empower.

He requested that the Trustees use their platform when able to remind Employees and Retirees of the above changes, since that can be overlooked at times.

N. Heine thanked everyone involved in the move to Empower.

**Issues, Concerns and Trustee Comments**
None

**Adjournment**
N. Heine, seconded by T. Gavalier to adjourn until January 25, 2022.
All in favor, motion carried.

**Upcoming Board Meeting**

- Regular Meeting, January 25, 2022, at 8:30 am
  Location TBD