

**OFFICIAL PROCEEDINGS OF THE BOARD OF  
TRUSTEES  
CITY OF LANSING  
EMPLOYEES' RETIREMENT SYSTEM**

Regular Meeting  
City Council Conference Room  
10th Floor, City Hall  
Lansing, MI

January 21, 2020  
Tuesday, 9:30 a.m.

The Board met in regular session and was called to order at 9:38 a.m.

Present: Bahr, Cahill, Dedic, Kraus, D. Parker, Sanchez- Gazella –6  
Absent: Trustee Kehler (excused), Schor (excused), Spadafore (excused)  
Others: Karen E. Williams, Human Resources Department; Shelbi Frayer, Finance Department; Attorney Joseph Abood, Attorney Kenneth Lane, Clark Hill (representing the City Attorney's Office); Attorney Aaron Castle, VanOverbeke, Michaud & Timmony, P.C.

It was moved by Trustee Dedic and supported by Trustee Bahr to approve the Official Minutes of the Employees' Retirement System Board Meeting of December 19, 2019.

Adopted by the following vote: 6 – 0

It was moved by Trustee Kraus and supported by Trustee Dedic to approve the Official Minutes of the Joint Employees' Retirement System Board and the Police and Fire Retirement System Board Meeting of January 14, 2020.

Adopted by the following vote: 6 – 0.

5 new member(s), 0 reinstatement(s), 0 refund(s), 0 transfers, 1 retired. Total active membership: 464. Total deferred: 77. 0 death(s). Refunds made since the last regular meeting amounted to \$0. Retirement allowances paid for the month of December 2019, amounted to \$2,009,346.88. Total retirement checks printed for the ERS System: 943. Total Retirement checks printed for both systems: 1698. Eligible domestic relations orders received:0. Domestic relations orders pending: 0. Eligible domestic relations orders certified: 0.

There were no requests for regular age and service retirements.

Karen Williams reported that the Medical Director has evaluated Applicant #2019-E0919 regarding the requests for duty disability and issued a report to the disability subcommittee for review.

It was moved by Trustee Kraus and supported by Trustee Dedic to recess the Employees' Retirement System Board meeting to allow the disability subcommittee to meet.

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The meeting recessed at 9:41 a.m.

The meeting resumed at 9:43 a.m.

Attorney Ken Lane explained the duty disability process for the new members. He explained that under the Employees' Retirement System, the Board must concur with the medical director's report regarding whether a member is disabled. The Board determines whether the members is approved for duty or non duty.

It was moved by Trustee Kraus and supported by Trustee Sanchez-Gazella to accept the medical report and approve the disability Dedic to approve the duty disability for Applicant #2019-E0919.

Adopted by the following vote: 6 – 0

Karen Williams reported that Trustees Kehler, Spadafore and Schor requested to be excused from the meeting.

It was moved by Trustee Bahr and supported by Trustee Dedic to excuse Trustee Kehler, Trustee Spadafore and Trustee Schor for the January meeting.

Adopted by the following vote: 6 – 0.

Karen Williams reported that there was a MAPERS One Day Conference scheduled for March. She requested that members who wished to attend the Conference to contact the Retirement Office.

There are no public comments.

Attorney Ken Lane updated the Board regarding the Northern Trust Security report. The report was provided to the Information Technology department for review.

Attorney Lane indicated that he distributed the Retirement Ordinance to members for review.

Attorney Lane distributed an amendment to section 292.27 that defined who can be named as a beneficiary. Attorney Lane indicated that changes could be established through collective bargaining.

Karen Williams provided the Employees' Retirement System Board budget from the previous year so that it could be updated for year 2020. Ms. Williams will provide Quarterly Expenses report at the next meeting with 2019 year to date amounts.

Karen Williams introduced the new board members, Irene Cahill and Peter Spadafore. Karen Williams reported that new members are required to have new member training from the legal counsel.

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Karen Williams reported that each year the Employees' Retirement System elects or confirms its chairperson and vice chairperson.

Trustee Dennis R. Parker opened nominations for chairperson of the Employees' Retirement System Board.

It was moved by Trustee Kraus and supported by Trustee Bahr to retain Trustee Parker as chairperson of the Employees' Retirement System Board.

Trustee Dennis R. Parker accepted the nomination. There were no further nominations.

Adopted by the following vote: 6 – 0.

Trustee Dennis R. Parker opened nominations for vice chairperson of the Employees' Retirement System Board.

It was moved by Trustee Sanchez-Gazella and supported by Trustee Cahill to nominate and elect Trustee Kraus as vice chairperson of the Employees' Retirement System Board.

Trustee Antonia Kraus accepted the nomination. There were no further nominations.

Adopted by the following vote: 6 -0.

Karen Williams requested that members who wished to serve on a particular subcommittee or would like to change subcommittees should contact the chairperson on the retirement analyst.

Karen Williams indicated that Trustee Mark Parker indicated that the Retirement Ordinance language could be misinterpreted and requested that a policy be created.

Attorney Lane distributed an amended vendor review policy that expands who is covered by the policy.

It was moved by Trustee Kraus and supported by Trustee Good to approve the Employees Retirement System Board of Trustees Vendor Review Policy.

Adopted by the following vote: 7 - 0

Attorney Ken Lane indicated that the Information Technology manager was invited to the March meeting to discuss the SAS 70 report, review security issues and answer questions.

Karen Williams indicated that the Arrivos pension software would need to be updated in accordance with the new collective bargaining agreement. There may be additional costs with some of the changes needed for the retirement calculator with the varying final average compensation periods. Ms. Williams will contact and work with Tegrity for the update.

Attorney Aaron Castle introduced himself and thanked the Boards for selecting Vanovereke, Michaud and Timmony as legal counsel. He provided copies of the law firm's request for information and retainer contract for the legal services.

Attorney Abood indicated the City Attorney's office had a copy of the document and would be drafting the contract between the Board and VanOverbeke, Michaud and Timmony.

Karen Williams provided the Monthly Investment Report for the month of December.

It was moved by Trustee Bahr and supported by Trustee Cahill to adjourn the meeting.

Adopted by the following vote: 6 – 0.

The meeting adjourned at 10:06 a.m.

Minutes approved on \_\_\_\_\_

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*Shelbi Frayer, Secretary*  
*Employees' Retirement System*

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*Dennis R. Parker, Chairperson*  
*Employees' Retirement System*