

Minutes of the Regular Monthly Meeting
Board of Trustees
Employees' Retirement System of the City of Norfolk
July 10, 2013

The regular monthly meeting of the Board of Trustees of the Employees' Retirement System of the City of Norfolk was held in the City Hall sixth floor conference room in the City of Norfolk, Virginia. The meeting began at 12:06 pm on Wednesday, July 10, 2013 with Chairperson, Stephanie A. Calliott presiding. The following was the result of the roll call:

<u>Attending the Meeting</u>	<u>Absent</u>
S.A. Calliott	L.A. Bernert
C.R. Neikirk	M.D. Jones
Y.T. Allmond	
A.M. Kelly	
K.W. Crowder	
N.E. Nelson	
E.G. Tucker	

Sheryl Potter-Griggs, Acting Executive Director, Mary L.G. Nexsen, Deputy City Attorney; Melvin W. Ringer, Chief Deputy City Attorney; Art Johnson, Chief Deputy Commonwealth Attorney; Mark J. Geier, Retired Norfolk Police Officer; Ethel Geier (wife); Michael G. Goldsmith, Norfolk Chief of Police; Michael McKenna, Retired Norfolk Police Officer; and Michael L. Phillips, Norfolk Police Officer also attended the meeting.

The minutes for the regular meeting held June 5, 2013 were approved as printed.

New Business

A. Medical Board review of applications for disability retirement:

Mark J. Geier, Retirement No. 6669, July 1, 2013 with no refund due. This member requested accidental disability retirement. [\[Police\]](#)

The Board, in reconsideration of this application, found a manifest injustice resulted from the application of the six (year) statute of limitations, waived the statute of limitations and approved accidental disability retirement for Mark J. Geier.

B. Applications for vested service retirement:

Donald S. Moore, Active No. 23605, July 1, 2012, with no refund due.
[\[Water Utility\]](#)

Bobby E. Louder, Sr. Active No. 23492, August 1, 2012, with no refund due.
[Fleet Management]

Youssef Koussa, Active No. 25775, February 1, 2013 with no refund due.
[Storm Water Utility]

Sterling B. Cheatham, Active No. 26563, May 1, 2013 with no refund due.
[Executive]

Rodney Eugene Haynes, Active No. 24244, July 1, 2013, with no refund due.
[Reproduction Services]

Linda Susan Beisch, Active No. 24627, August 1, 2013 with no refund due.
[Lake Taylor City Hospital]

Sandra Eileen Macpherson, Active No. 30286, August 1, 2013 with no refund due.
[Recreation, Parks and Open Space]

Suzanne Shipley, Active No. 16545, August 1, 2013, with \$698.51 refund due.
[Law]

Joseph J. Zielinski, Active No. 23930, September 1, 2013 with no refund due.
[Neighborhood and Leisure Services]

C. Applications for early service retirement:

Raymond C. Cook, Active No. 26901, August 1, 2013, with no refund due.
[Police]

D. Applications for normal service retirement:

Sandra B. Armstrong, Active No. 29192, August 1, 2013, with no refund due.
[Public Health]

Ray Bradshaw, Active No. 29303, August 1, 2013, with no refund due.
[Human Services]

Lawrence M. Phillips, Active No. 21805, August 1, 2013, with no refund due.
[Fire Rescue Services]

George P. Wagner, Active No. 27479, August 1, 2013, with no refund due.
[General Services]

Robert C. Adkisson, Active No. 24680, September 1, 2013, with no refund due.
[Fire Rescue Services]

Jerold G. Beer, Active No. 26407, September 1, 2013, with no refund due.
[Police]

Beverly T. Evans, Active No. 23308, September 1, 2013, with no refund due.

[Recreation, Parks and Open Space]

Joan E. Mahoney, Active No. 29067, September 1, 2013, with no refund due.
[Law]

Patricia W. Speller, Active No. 24953, September 1, 2013, with no refund due.
[Human Services]

Paul P. Galligan, Active No. 20112, October 1, 2013, with no refund due.
[Police]

E. Ordinary deaths:

Alvah L. Sharp-Sheppard, Active No. 27200, death occurred May 6, 2013. Beneficiary elected lump sum payment of \$19,590.09.

Richard Doughty, Jr., Active No. 26154, death occurred May 28, 2013. Beneficiary elected lump sum payment of \$16,319.64.

F. Death of retired members:

Anne E. Paulin, Ret. No. 5600, death occurred April 26, 2013. Spouse elected lump sum payment of \$8,420.90.

Earl J. Harrell, Ret. No. 3226, death occurred June 13, 2013. Spouse elected monthly benefit of \$1,514.49.

Charles J. Smyth, Ret. No. 3750, death occurred June 14, 2013. Spouse elected monthly benefit of \$1,649.77.

Kenneth Green, Ret. No. 3699, death occurred June 16, 2013. No benefit payable due to no surviving spouse or dependent children.

Floyd L. Holsey, Ret. No. 3830, death occurred June 16, 2013. No benefit payable due to no surviving spouse or dependent children.

Dollie M.H. Ward, Ret. No. 2369, death occurred June 22, 2013. No benefit payable due to no surviving spouse or dependent children.

The Board approved withdrawal of the following non-contributing member:

<u>Name of Members</u>	<u>Active Number</u>
Paul E. Donovan	32562
Jennifer L. Barnes	33543
Dhelaysa K. Hunter	33636

Sari E. Kohazi	33658
Erika M. Richardson	33724
Deshawn A. Jones	34243

Total Members – 6

The Board approved withdrawal of the following contributing members:

<u>Name of Member</u>	<u>Active Number</u>
Casey Hickson	32995
Christopher R. Garcia	33002
Kathryn O'Hare	33170
Phyllis E. Russell	33288
Lynsey Dollar	33318
Shawn Fluharty	33364
Kenneth R. Bernard	33376
Lisa L. Devane	33424
Jamie O. Hart	33457
Dennine Jordan Smith	33483
William Leon Land, III	33862
Courtney Zeiders De Pol	33922
Christine A. Hernandez	33926
Tamara I. Hey	33964
Timara D. Jones	34034
Stuart William Cassity	34050
Darryl R. Griffin	34092
Simone Ivory Barlow	34194
Richard Daniel Clements III	34198
Benjamin Paul Dubinsky	34199
Steven Richard Jiannine, Jr.	34206
Christen Oneil Williams	34221
Kimberly L. Belsches	34224

Total Members – 23

The following report of payments from the Trust Fund received and filed:

Federal Express (1)	\$ 29.32
Baker's Crust (2)	97.51
Mary Lou Nexsen (3)	1,484.44
Cheiron (4)	5,267.05
State Street Corporation (5)	17,327.78
Virginia Retirement System (6)	27,738.03
Summit Strategies Group (7)	46,513.00
City of Norfolk (8)	308,468.10
Retirement Payroll (Payroll est. for June, 2013)	<u>6,200,000.00</u>
 Total	<u><u>\$ 6,606,925.23</u></u>

(1) Information sent to State Street
(2) Lunch served for Board Meeting - June 5, 2013
(3) Travel Expense Reimbursement - 2013 NAPPA Conference - Nexsen

Transportation	890.70
Hotel	685.44
Travel Advance	(150.00)
Meals	50.69
Gratuities	<u>7.61</u>
	<u><u>\$ 1,484.44</u></u>

(4) Retainer Services / Portability Calculation - May 2013
(5) Custodial Services - April and May 2013
(6) Portability of Assets - Stephanie M. Tinsley
(7) Investment Consulting Services - April, May and June 2013
(8) Reimbursement - Administrative expenses for FYE 06/30/13 (07/12-05/13)

Committee Reports

Administration and Planning:

Ms. Kelly reported that the Committee did not have a meeting.

Investment Management:

Mr. Neikirk reported that the Committee did not have a meeting.

The Board discussed the need to update the administrative policies and procedures of the Retirement System. Mrs. Potter-Griggs was directed by the Board to work in concert with Ms. Nexsen in developing the necessary changes for review by the Administration and Planning Committee.

The next Retirement Board meeting is scheduled for August 14, 2013 at 12:00 noon. There will be not be an Investment Committee meeting at 11:00 a.m.

There being no further business, the meeting adjourned at 1:06 p.m.

Chairperson

Executive Director