

**MINUTES OF THE  
WV CONSOLIDATED PUBLIC RETIRMENT BOARD  
BOARD OF TRUSTEES MEETING  
MEETING OF AUGUST 21, 2019**

A meeting of the West Virginia Consolidated Public Retirement Board (CPRB), Board of Trustees, was held in the CPRB Conference Room at 4101 MacCorkle Avenue, SE, Charleston, West Virginia 25304, on Wednesday, August 21, 2019. The meeting was called to order at 10:02 a.m. by Chairman David Wyant.

Roll Call was taken.

Trustees present were:

David Wyant, Chairman  
Captain Michael Corsaro, Vice-Chairman  
Jeff Waybright, *representing Auditor John B. McCuskey*  
Deputy Cabinet Secretary Mary Jane Pickens  
Bill Barker  
Andy Bird  
Joe Bunn  
Michael Haney  
Joe Lynch  
Mike McKown  
Jeffrey Vallet

Trustees absent:

Mike Hall, *representing Governor James C. Justice, II*  
Diana Stout, *representing Treasurer John Perdue*  
D. Todd Murray

A quorum was present.

Due notice had been posted.

Also in attendance were:

Jeffrey E. Fleck, CPRB, Executive Director  
Nancy Butcher, CPRB, Executive Assistant  
Jeaneen Legato, Esquire, CPRB, General Counsel  
Alysia Miller, CPRB Paralegal  
John Galloway, CPRB Chief Financial Officer  
Ken Woodson, CPRB, Actuary  
John Beane, CPRB, I.T. Manager  
Tanner Mann, CPRB, Actuarial Analyst Trainee

Patricia Bowgren, I.T. Staff  
Tammy Patton, I.T. Staff  
Tim Abraham, CPRB, Compliance Officer  
Tina Baker, CPRB, Internal Auditor  
Sharon Whittaker, CPRB, Administrative Assistant  
Ronda Harvey, Esquire, Bowles Rice  
Craig Slaughter, WVIMB  
Chris Meadows, Empower  
Mary Beth Daubenspeck, Empower  
Ric Ford, Buck  
Tom Zacharias, Deloitte  
Vibha Mittal, Deloitte

**Tab 1: Approval of the July 10, 2019 Minutes**

Captain Corsaro made a motion to approve the minutes of the July 10, 2019 meeting of the Board. The motion was seconded by Mr. Haney. The motion was adopted.

*The minutes were located behind Tab #1 of the Board materials.*

**Tab 2: Reports of the Chairman and Executive Director**

Mr. Jeffrey Fleck, Executive Director, gave his report to the Board which included the following information:

1. Executive Director Fleck reported on the Metric Chart. He stated that over 600 retirement applications had been completed in July. He explained that the chart showed 103 retirements waiting to be processed but that 40 of those retirements had been processed the day before. He went on to say that first retirement checks are only mailed out every two weeks because of the printing scheduled in the State Auditor's office.
2. Executive Director Fleck reviewed the TDC Empower Statistics. He reported that the Plan had 4,115 participants and their assets were \$547,560,646. An increase of \$50 million since January 1, 2019.
3. Executive Director Fleck updated the Board on the Delinquent Employers. He stated that Green Acres continues to reimburse according to their agreement. He went on to say that Ohio County Public Service District is current with their contributions.
4. Executive Director Fleck gave an update on the 2019 PERS Outreach presentations. He stated that a total of 8 outreach presentations had been held and were attended by 346 participants.

5. Executive Director Fleck reviewed the July financials. He stated that with the completion of the COMPASS project, the total agency budget was down from \$18 million to \$13 million. He went on to say that the end of July, the agency was at 8.8% of its year to date budget.
6. Executive Director Fleck announced that for the 7<sup>th</sup> year in a row, the agency has received the Government Finance Officers Association's (GFAO) Certificate of Achievement for Excellence in Financial Reporting for the 2018 fiscal year end comprehensive annual financial report (CAFR). He went on to acknowledge and congratulate John Galloway, CPRB's Chief Financial Officer and his team for their dedicated and hard work on the CAFR.
7. Executive Director Fleck informed the Board that a copy of each of the retirement brochures had been placed on the committee table for their review. He added that a copy of the corresponding brochure was included with each retirement estimate that was sent out.
8. Executive Director Fleck introduced Ric Ford, Principal for Buck Consultants. Mr. Ford made a brief statement to the board members regarding his role with CPRB.
9. Executive Director Fleck announced that the agency is nearing the end of the COMPASS project and that the remaining Deloitte employee would be leaving the agency at the end of the month. He then introduced Tom Zacharias, COMPASS Project Director to give a brief update on the project. Mr. Zacharias also introduced and recognized Vibha Mittal, the remaining Deloitte employee working at the agency.
10. Executive Director Fleck announced that the Memorandum of Understanding with the West Virginia State Police would be discussed in Executive Session before any action could be taken.

*The Report of the Executive Director was located behind Tab #2 of the Board Materials.*

### **Tab #3: Plans Investment Data**

Craig Slaughter, Executive Director of the West Virginia Investment Management Board (WVIMB), reviewed the Plan's Investment Returns Preliminary Report for the period ending June 30, 2019. He stated that it has been a challenging fiscal year for the market. He also stated that while the numbers for May were down, the numbers for June were up 5.4%. He added that the numbers are preliminary because the private market numbers take longer to obtain. He

went on to say that the final numbers should be available by the end of September or the first of October.

Chris Meadows of Empower gave an update on the TDC Outreach and Reality Investing. Mr. Meadows reported that since the last Board meeting his on-site meetings included locations in Jackson, Kanawha, Calhoun and Pleasants counties. He added that those meetings included 18 one on one reviews and 84 phone distribution/counselling sessions, for a year to date total of 48 total meetings and 702 plan participants counselled.

Mr. Meadows of Empower Retirement also gave an update on the TDC Investment Data. He reported that growth of the investments were up a little and that the economy had been slowing down.

*The Plans Investment Data reports were located behind Tab #3 of the Board materials.*

**Tab #4: Consideration of the Current Disability Retirement Applications**

Captain Corsaro reported that the Disability Committee met on Tuesday, August 20, 2019, and the Disability Committee approved the staff's recommendations of disability retirement applications and made the following recommendations to the Board for their approval:

<b>System</b>	<b>Approved</b>	<b>Denied</b>	<b>Total</b>
<b>PERS</b>	<b>9</b>	<b>0</b>	<b>9</b>
<b>TRS</b>	<b>9</b>	<b>0</b>	<b>9</b>
<b>TOTALS</b>	<b>18</b>	<b>0</b>	<b>18</b>

Mr. Vallet made a motion the Board accept and approve the Disability Committee's recommendations concerning the disability retirement applications. The motion was seconded by Mr. Lynch. The motion to accept and approve the recommendations was adopted.

Captain Corsaro also reported that the Disability Committee had approved the staff's recommendation to terminate the TRS Disability Retirement of Kelli Skeens for non-compliance of her medical recertification, to be effective September 1, 2019. Mr. Vallet made a motion to

accept and approve the Disability Committee's recommendation concerning Ms. Skeens. The motion was seconded by Mr. Barker. The motion was adopted.

*The Disability report and minutes were located behind Tab #4 of the Board materials.*

### **Executive Session**

Chairman Wyant announced he would entertain a motion to go into Executive Session to discuss a commercial competition issue and a personnel issue.

Mr. Haney made a motion the Board go into Executive Session to discuss a commercial competition issue and a personnel issue as allowed by West Virginia Code §6-9A-4. The motion was seconded by Mr. Barker. The motion was adopted.

*The Board went into Executive Session at 10:38 a.m.*

*Chairman Wyant reconvened the Public Session of the July 10, 2019, meeting of the CPRB from Executive Session at 10:57 a.m.*

*Chairman Wyant announced the Board was in Executive Session to discuss a commercial competition issue and a personnel issue as allowed by West Virginia Code §6-9A-4 and that no decisions were made during Executive Session.*

Chairman Wyant returned to the report of the Executive Director.

Mr. Fleck announced that due to a personnel issue, the agency has entered into an agreement with the West Virginia State Police to provide security for the employees and building of the CPRB. He stated that the current Memorandum of Understanding was for an amount not to exceed \$25,000. He asked that the Board approve a change to the Memorandum of Understanding for an amount not to exceed \$50,000, which would allow for security thru the end of the year.

Mr. Vallet made a motion to approve the change in the Memorandum of Understanding for an amount not to exceed \$50,000. Mr. Haney seconded the motion. The motion was adopted.

### **Tab #5: Legal Counsel Reports**

#### **Report of In-House Legal Counsel – Jeaneen Legato**

Jeaneen Legato, In-House Legal Counsel, presented her report to the Board on all pending legal matters. She reported on all current Administrative and Circuit Court matters. She informed the Board that she did have a potential Less Than Honorable Service (LTHS) case but

due to an error in the posting on the committee agenda, it had been pulled and would be presented to the Board at the next meeting.

**Report from Outside Legal Counsel – Ronda Harvey**

Ms. Harvey updated the Board on matters still pending in the Circuit Courts of West Virginia and other administrative matters. She updated the Board on the *Allen E. Tackett v. WVCPRB* case. She stated that Judge Webster had set a briefing schedule.

Ms. Harvey also reported that the DNR subsistence allowance case is still pending before Kanawha County Circuit Judge Jennifer Bailey.

*The reports of the In-House and Outside Legal Counsel were located behind Tab #5 of the Board materials.*

**Tab #6: Reports and Minutes from Committees**

**Accounting and Investment Committee**

Mr. Vallet gave a report from the Accounting and Investment Committee. He stated that the Committee had met before the Board meeting but had nothing to present to the Board that required action from the Board.

**Internal Audit Committee**

Secretary McVey gave a report from the Internal Audit Committee. He stated that the Committee had met on Tuesday, August 20, 2019. He added that they had been given a report from the Internal Auditor, Tina Baker, on the PERS Refund Audit and an Interim update on the CPRB Compliance Program and PERS Compliance Review by the Chief Compliance Officer, Tim Abraham. No action was needed by the Board.

**Tab #7: Old Business**

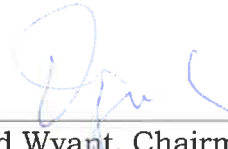
Chairman Wyant inquired as to any old business to come before the Board. None was heard.

**Tab #8: New Business**

Chairman Wyant inquired as to any new business to come before the Board. None was heard.

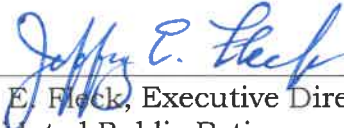
**Adjournment**

There being no further business to come before the board, the meeting adjourned at 11:01 a.m.



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David Wyant, Chairman  
Consolidated Public Retirement Board



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Jeffrey E. Fleck, Executive Director  
Consolidated Public Retirement Board