

**ADAMS COUNTY RETIREMENT BOARD MEETING
MINUTES - REGULAR MEETING
RETIREMENT CONFERENCE ROOM
BRIGHTON, CO 80601**

JULY 7, 2022

BOARD MEMBERS PRESENT

Pernell Olson - Chairman
Marc Osborne– Vice Chairman
Sean Allegar - Secretary
Lisa Culpepper – Treasurer - Phone
Alisha Reis

BOARD MEMBERS EXCUSED

ADMINISTRATIVE STAFF

Debbie Haines – Executive Director (Corresponding Secretary)

ACTUARIAL STAFF

Gabriel Roeder Smith – Paul Wood
Gabriel Roeder Smith – Krysti Kiesel

LEGAL COUNSEL

Davis Graham & Stubbs – Cindy Birley

INVESTMENT CONSULTANTS

CAPTRUST – Dale Connors
CAPTRUST – Andy Fiegel

OTHER ATTENDEES

Called to Order: 1:31 P.M.

INTRODUCTION OF SPECIAL GUESTS/ATTENDEES

None

SPECIAL PRESENTATION

None

EMPLOYEE/RETIREE CORRESPONDENCE

None

REGULAR BUSINESS SESSION

None

CONSENT AGENDA

Consent Agenda: Distributed by E-Mail

Approval of Regular Board Meeting Minutes – June 2, 2022

Approval of Money Manager Fund Totals – April

Provided at Board Meeting:

Approval of Terminated Retirement Members Payout Report – June 2022

Ratify of Administrative Expenditures – July 2022

Expenditures - \$ 104,930.70

Moved by Board Member – Mr. Osborne

Seconded by Board Member – Mr. Allegar

Unanimously carried.

UNFINISHED BUSINESS

None

NEW BUSINESS

2022 Vendor Review – Debbie Haines

CliftonLarsonAllen (CLA), Davis Graham & Stubbs, LLP (DGS)

CAPTRUST, Gabriel Roeder Smith (GRS), LRS-PensionGold, US Bank

Ms. Haines indicated that each July the Board reviews the primary vendor contracts. She proceeded by giving an overview of each vendor. Ms. Haines stated that CliftonLarsonAllen's contract ends October 31, 2022 therefore, if the Board chooses to issue an RFP, it will need to be done for auditing services on the Adams County Retirement Plan. After some discussion, the Board decided to proceed with having an RFP done for auditing services on the Adams County Retirement Plan.

Ms. Culpepper moved to have a Request for Proposal (RFP) done for auditing services on the Adams County Retirement Plan. Mr. Osborne seconded the motion and it was unanimously carried.

Davis Graham & Stubbs – Cindy Birley
Lost Participant/Retiree/Overpayment Discussion

Ms. Birley informed the Board that the services that the Retirement office uses to search for missing participants is likely not reporting deaths. She indicated that death reports from firm agencies are not accurate because the Social Security Administration has stopped providing death information because of cyber security fraud with people's social security numbers. Ms. Birley stated that the Retirement office has a list of unresponsive retirees and terminated nonvested participants. Letters have been sent out to all unresponsive retirees/beneficiaries and terminated nonvested participants who terminated three or more years ago. She indicated that a few of the retirees were now deceased, and Ms. Haines is working on recouping the overpayment made to one of the retirees. Ms. Birley stated that the Plan has a provision stating that if a participant or beneficiary does not provide evidence that they are alive within 3 months of the mailing, the Retirement Board can declare such participant or beneficiary dead. She indicated that the Retirement Board would want to declare these persons deceased if there is no response especially due to the new escheat laws in Colorado.

Including Resolution regarding Small Payments – Cindy Birley
under Section 8.3

Ms. Birley indicated that the Plan has a participant who meets Retirement eligibility and will be turning age 72 this year. She indicated that both Ms. Haines and she have spoken with this participant regarding their payment however they do not want to take because it is a small amount. Ms. Birley stated that the Plan Document has a provision in Section 8.3 that states if a Pension payable under the Plan is less than \$100.00 per month then the Board of Retirement may direct that in lieu of such Pension, the actuarial equivalent could be paid in quarterly, semi-annual or annual amounts. Ms. Birley stated she spoke with the participant and they indicated a willingness to take the pension benefit on an annual basis. She stated that the Board of Retirement can authorize the Executive Director to implement Section 8.3 of the Plan in a manner that the Executive Director deems appropriate for the circumstances. Ms. Birley indicated that Mr. Wood, GRS ran the actuarial equivalent calculation on this participant.

Mr. Allegar moved to authorize the Executive Director to implement Section 8.3 of the Plan in a manner that the Executive Director deems appropriate for the circumstances, which may include obtaining the Actuarial Equivalent calculation from the Plan's actuary. Ms. Culpepper seconded motion and it unanimously carried.

W-4P Update – Cindy Birley

Ms. Birley gave an update to the Board of Retirement with regards to the new W-4P change. She stated that Ms. Haines, Mr. Rose, DGS, Mr. Luebke, PensionGold and herself have had discussions regarding how PensionGold will need to be updated with this new change. Ms. Birley indicated that since the discussion with PensionGold, they have provided an update to be tested. Ms. Haines commented that currently the Plan has 1378 retirees in which she will be going through their files and looking at the old W-4P.

Gabriel Roeder Smith (GRS) – Paul Wood
Cost of Restoring Certain Benefits

Mr. Wood stated that at the June 2022 Board meeting the Board ask Gabriel Roeder Smith (GRS) to look at what the cost of restoring benefits would due to the Retirement Plan. He went over with the Board the Statement of Intent that the prior Board members put into place back in 2009. Based off the Statement of Intent there was a priority order of benefits to be restored. Mr. Wood went through each scenario with the Board of Retirement.

Mr. Wood concluded that the benefits in the Statement of Intent are very expensive and puts the long-term health of the Plan in jeopardy given its current funded level.

STANDING REPORTS

CAPTRUST – Dale Connors
Investment Update

Mr. Connors stated the May 2022 was a mixed month with some positive numbers however there are still areas of stress in the market. He indicated the most troublesome area has been the fixed income area with bonds down 9% thru May 2022. Mr. Connors indicated that the Adams County Retirement Plan is down 6.1 ytd. He finished by saying the Adams County Retirement Plan at the end of May 2022 was at \$343,696,119.

Davis Graham & Stubbs – Cindy Birley
Legal Update

None

Gabriel Roeder Smith – Paul Wood
Actuarial Update

None

Retirement Staff – Ms. Haines
Administrative Update

None

Mr. Osborne moved to convene into Executive Session at 2:22 P.M. Pursuant to C.R.S. Sections 24-6-402(4)(f) and Section 24-6-402(4)(b) for personnel issues related to a mid-year salary adjustment and to receive legal advice regarding Plan administration pertaining to Compensation. Ms. Reis seconded the motion and it was unanimously carried.

EXECUTIVE SESSION

Mr. Osborne moved to adjourn Executive Session and reconvene the Regular Board Meeting. Mr. Allegar seconded the motion and it was unanimously carried.

The Regular Board Meeting reconvened at 2:32 P.M. with all Board members, Retirement staff and legal counsel present.

Mr. Osborne moved to follow Adams County with a one-time \$2,100 base pay increase for Ms. Haines and Ms. Riggan. This is not a lump-sum payment but will be added to the base pay unless topped out at their grade level. Mr. Allegar seconded the motion and it was unanimously carried.

OTHER BUSINESS

None

The Regular Board Meeting adjourned at 2:39 p.m.

Respectfully submitted,

Debbie Haines
Executive Director (Corresponding Secretary)

NEXT BOARD MEETING

**THURSDAY, AUGUST 4, 2022
REGULAR BOARD MEETING
4430 S. ADAMS COUNTY PKWY
RETIREMENT CONFERENCE ROOM
BRIGHTON, COLORADO**