

**Sheriff's Office Retirement Plan
Retirement Plan Committee Meeting
Thursday, February 14, 2013
Government Building Conference Room
2:00 p.m. – 3:30 p.m.**

The meeting of the Retirement Plan Committee for the Sheriff's Office Retirement Plan was called to order at 2:08 p.m. by Mark Belton.

Committee Members Present

Mark Belton, Chair
Sgt. Robert Kiesel
Capt. Jon Norris
Stephen Brayman, Secretary
Deborah Hudson

Staff

Megan Donnick
Elaine Pollard, Recording Secretary

I. Approval of Minutes from the Committee Meeting December 10, 2012

The Committee reviewed the minutes from the December 10, 2012 meeting. Robert Kiesel moved to approve the minutes; Steve Brayman seconded. After some discussion, Jon Norris moved to amend the second paragraph of Section IV to '...voting via e-mail; specifically, Jon Norris indicated his preference is only to do in exigent circumstances.' Steve Brayman seconded the motion. The Chair abstained; the motion passed. The Committee then voted on the approval of the minutes. Chair abstained; the motion to approve the minutes as corrected passed.

II. Board Docs Update

Deborah Hudson updated the Committee on the purchase of Board Docs LT. During a demo of the software she learned that the company is developing a new product—Board Docs LT Plus, which will allow multiple boards to use the same software at a lower overall cost. The product is currently in the beta stage. The Chief of Information Technology does not recommend using the first edition of software, and it was recommended that the Committee wait before moving forward. It was also recommended that the Committee review a demo of the software. It was also discussed that due to licensing requirements, the Committee is not able to use the County's full version of the software, and purchasing a separate license is cost prohibitive. Deborah Hudson will research other options, including finding out if the company will allow the Committee to use the software free of charge in exchange for testing it in beta stage.

III. New Business

It was discussed that Steve Brayman and Robert Kiesel spoke with the Plan Attorney regarding the approval process for the DROP. It was noted that the Sheriff authorizes DROP participation.

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IV. Public Comment

There were no public comments.

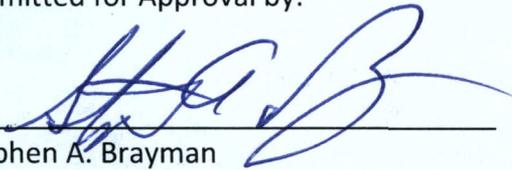
V. Closed Session

At 2:24 p.m. Steve Brayman moved that the Committee go in to closed session to discuss personnel matters affecting two specific individuals as authorized under SG § 10-508(a)(ii). Robert Kiesel seconded the motion. The motion was passed by all present.

At 2:31 p.m. Steve Brayman moved to reconvene to open session.

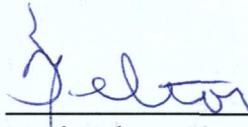
There being no further new business, the meeting adjourned at 2:32 p.m.

Submitted for Approval by:



Stephen A. Brayman
Secretary

Approved by:



Mark Belton, Chair
Retirement Plan Committee

Approved by Retirement Plan Committee:

4/11/13
(Date)

FORM OF STATEMENT FOR CLOSING A MEETING

Location: Commissioners' Meeting Room Date: 8/14/13

Time: 2:24 P.m.

Motion By: Steve Brayman

Seconded By: Robert Kiesel

Vote to Close Session:

	AYE	NAY	ABSTAIN	ABSENT
Mark Belton, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Capt. Jon Norris	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sgt. Robert Kiesel, Vice Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stephen A. Brayman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Deborah E. Hudson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

STATUTORY AUTHORITY TO CLOSE SESSION

State Government Article §10-508(a):

(1) To discuss:

(i) The appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or

(ii) Any other personnel matter that affects one or more specific individuals.

(2) To protect the privacy or reputation of individuals with respect to a matter that is not related to public business.

(3) To consider the acquisition of real property for a public purpose and matters directly related thereto.

(4) To consider a preliminary matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State.

(5) To consider the investment of public funds.

(6) To consider the marketing of public securities.

(7) To consult with counsel to obtain legal advice on a legal matter.

(8) To consult with staff, consultants, or other individuals about pending or potential litigation.

(9) To conduct collective bargaining negotiations or consider matters that relate to the negotiations.

(10) To discuss public security, if the public body determines that public discussions would constitute a risk to the public or public security, including:

(i) the deployment of fire and police services and staff; and

(ii) the development and implementation of emergency plans.

FORM OF STATEMENT FOR CLOSING A MEETING
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- (11) [] To prepare, administer or grade a scholastic, licensing, or qualifying examination.
- (12) [] To conduct or discuss an investigative proceeding on actual or possible criminal conduct.
- (13) [] To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter.
- (14) [] Before a contract is awarded or bids are opened, discuss a matter directly related to a negotiation strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

TOPICS TO BE DISCUSSED:

PNC post-tax settlement - annuity calculation
correction.

REASON FOR CLOSING:

To discuss two specific participants' cases.

Mark Belton
Mark Belton, Chair

2/1/13

