

**Sheriff's Office Retirement Plan
Retirement Plan Committee Meeting
Thursday, October 11, 2012
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 2:01 p.m. by Roy Hancock.

Committee Members Present

Roy Hancock, Acting Chair
Sgt. Robert Kiesel
Capt. Jon Norris
Stephen Brayman, Secretary
Deborah Hudson

Staff

Megan Donnick
Elaine Pollard, Recording Secretary

Other Participants

Tom Lowman, Bolton Partners

I. Approval of Minutes from the Committee Meeting August 9, 2012

The Committee reviewed the minutes from the August 9, 2012 meeting. Steve Brayman moved to approve the minutes; Capt. Norris seconded the motion.

After a brief discussion, Deborah Hudson moved to amend the fourth paragraph of Item IV to '...Major Joseph Gibson and Sgt. Tracy Williams from the Sheriff's Office provided public comment in support of the study.' Sgt. Kiesel seconded the motion. The motion passed unanimously to approve the minutes as amended.

II. Election of Vice Chair

Deborah Hudson moved to nominate Sgt. Kiesel as the Vice-Chair of the Committee. Capt. Norris seconded the motion; the motion passed unanimously.

III. Distribution of Vendor Materials and Quarterly Updates

The Committee discussed distributing vendor materials electronically to the Committee members, and noting such on the agenda. Deborah Hudson will work with the Department of Human Resources in formatting the notation.

The Committee also discussed having routine financial updates as follows:

- Review the June 30th financials at the October meeting;
- Review the September 30th financials at the December meeting;
- Review the December 31st financials at the February meeting.

**Sheriff's Office Retirement Plan
Retirement Plan Committee Meeting
Thursday, October 11, 2012
Government Building Conference Room
2:00 p.m. – 3:30 p.m.**

The Committee discussed projecting the materials for audience members. The Chair proffered to have both paper and electronic materials at the next meeting, to which the Committee agreed.

Due to time constraints, it was suggested to the Committee and agreed by all to discuss Items VII and VIII on the agenda.

VII. 2014 Actuarial Study Results

Tom Lowman of Bolton Partners distributed and reviewed with the Committee the June 30, 2012 actuarial valuation. It was noted that Plan assets were valued at \$140,271,957 and the overall funded ratio for the Plan decreased from 76.2% to 74%. The Annual Required Contributions (ARC) increased from \$8,425,007 to \$9,822,863.

The Committee agreed that a review of the actuarial valuation should be a standing agenda item. It was also the consensus that Committee members compile a one page summary of concerns to discuss at the next meeting. Deborah Hudson will prepare the summary and distribute to the Committee prior to the meeting.

VIII. Correctional Officers Study Request

The Chair recused himself from the discussion as he had a personal conflict of interest with the subject, but received feedback from the County Attorney that he could still preside over the meeting.

The Committee discussed Bolton Partners' response to the request for a quote to conduct a study for change in benefits for the Correctional Officers. The cost of the study would be \$6,000 and would look at the following changes to the Correctional Officer's benefits:

- Change the benefit accrual rate from 2.25% to 2.5% for the first 25 years of service;
- Reduce the Early Retirement reduction from 6% to 3% per year;
- Add a DROP provision (cost would be shown separate for a 0% interest credit rate versus a 7% interest credit rate);
- Change the vesting to 5 years.

Other items, including options for changing benefits for the Communications Dispatchers, would have additional fees.

There was discussion that while the Correctional Officers offered to pay for the study, the Committee has a budget which allows for such expenditures. The balance of the budget was not known.

**Sheriff's Office Retirement Plan
Retirement Plan Committee Meeting
Thursday, October 11, 2012
Government Building Conference Room
2:00 p.m. – 3:30 p.m.**

Capt. Norris moved that the request from the Correctional Officers be paid for by the Committee's budget. Sgt. Kiesel seconded the motion.

Sgt. Williams of the Sheriff's Office, when asked, provided public comment in support of the Committee approving the study. The motion failed with two for, two against and one abstention.

IV. Plan Document Changes

Steve Brayman reviewed with the Committee that the Plan's Attorney recommended the following text to amend the Plan document to redefine 'spouse' should the Commissioners decide to recognize legal same sex marriages. Additionally, the titles and functions of Committee members were updated. It was discussed that the Commissioners would need to approve any changes to the Plan document.

V. By-laws

The Committee requested that the County Attorney's Office review the by-laws for legal sufficiency based on feedback from the Committee. The County Attorney recommended to change Section 8 to 'The Committee may meet in closed sessions (or adjourn to an open session to a closed session) for any of the reasons in SG § 10-508(a)'. The Committee will review the changes and vote on their adoption at the next meeting.

VI. Review of Post-Tax Settlement

The issue of indemnity regarding the post-tax settlement was still under review by the County Attorney, Plan Attorney and PNC's attorney. There is an upcoming phone conference with all parties involved to discuss and finalize the settlement. Steve Brayman will update the Committee as information becomes available.

IX. New Business

There was no new business.

X. Public Comment

The Committee received public comment on the historical aspects of the Plan.

Sheriff's Office Retirement Plan
Retirement Plan Committee Meeting
Thursday, October 11, 2012
Government Building Conference Room
2:00 p.m. – 3:30 p.m.

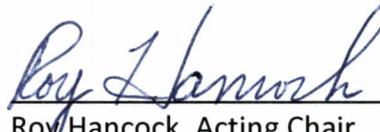
There being no further new business, the meeting adjourned at 4:06 p.m.

Submitted for Approval by:



Stephen A. Brayman
Secretary

Approved by:



Roy Hancock, Acting Chair
Retirement Plan Committee

Approved by Retirement Plan Committee:

December 10, 2012

(Date)