



**MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM OF MICHIGAN  
BOARD MINUTES  
Amway Grand Plaza  
October 3, 2018**

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**MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM OF MICHIGAN  
BOARD MEETING MINUTES  
Amway Grand Plaza  
October 3, 2018**

**BOARD MEMBERS PRESENT**

Michael Brown, Chair  
Jason Sarata, Vice Chair  
Tina Butler  
Michael Gilmore  
Amy Deford  
Dale Feldpausch  
John Ogden  
James Wiersma  
Randy Girard

**MERS STAFF/OTHERS PRESENT**

Chris DeRose, Chief Executive Officer  
Pam Steffy, Board Secretary  
Leon Hank, Chief Financial Officer  
Denise Boucké, Chief Operating Officer  
Carrie Lombardo, Chief Strategic and External Affairs  
Officer  
Jeb Burns, Chief Investment Officer  
Pat Tarini, General Counsel  
Kristin Bellar, Senior Deputy General Counsel  
Brian LaVictoire, Deputy General Counsel  
Betsy Waldofsky, Finance Director  
Carri Simon, Internal Auditor  
Brad Biladeau, Government Affairs Director  
Mike Charette, Director of Public Markets  
Jim Koss, Senior Consulting Actuary, CBIZ

**Call to Order**

Chairperson, Michael Brown, called the meeting of the MERS Retirement Board to order at 2:05 p.m. on Wednesday, October 3, 2018.

**Public Audience**

Connie Blaauw, Mason-Oceana 911 Center, Tom Goerge, Montcalm County, James Freed, City of Port Huron and Tim Paul, City of Montague were in attendance.

**Old Business**

No old business was brought before the board.

**General Consent Agenda**

Mr. Gilmore moved to approve the October 3, 2018 General Consent Agenda; supported by Mr. Wiersma. Motion carried.

**New Business**

**CEO Report**

Mr. DeRose presented the CEO Report on:

- Strategic and External Affairs
- Internal Operations
- Investments
- Finance Activities
- Board Assessment
- Employee Communication

### **Investments Report**

Mr. Burns, Chief Investment Officer, provided the MERS portfolio performance update for the period ending June 30, 2018.

### **2017 Annual Actuarial Valuation Summary**

Mr. Koss, Senior Consulting Actuary, CBIZ, presented an overview of the 2017 Annual Actuarial Valuation.

### **Review MERS Procurement Policy**

Ms. Waldofsky, Finance Director, discussed the September 21, 2018 Memorandum to Mr. DeRose, CEO, recommending changes to the Procurement Policy.

After review and discussion, Ms. Butler moved to approve the changes to the MERS Procurement Policy; supported by Ms. Deford. Motion carried.

### **MERS Employee Engagement and Culture**

Ms. Boucké, Chief Operating Officer, presented the MERS Employee Engagement and Culture report.

### **Insurance changes**

Mrs. Tarini, General Counsel, and Mr. Hank, CFO, reviewed with the Board changes to the MERS portfolio of insurance policies.

### **MERS approach to Sexual Harassment**

Ms. Bellar, Senior Deputy General Counsel, reviewed with the Board MERS Actions in Preventing and Addressing Sexual Harassment.

### **Robert Adams v MERS disability**

In the matter of Robert Adams v MERS, Mrs. Tarini, General Counsel, reviewed with the Board the background of this matter.

After review and discussion, Ms. Butler made a motion that the Board accept and adopt as its own the Findings of Fact and Conclusions of Law as stated by the Administrative Law Judge in the Proposal for Decision, and deny petitioner's appeal; supported by Mr. Wiersma. Motion carried.

### **Wendi Brown v MERS**

In the matter of Wendi Brown v MERS, Mrs. Tarini, General Counsel, reviewed with the Board the background of this matter.

After review and discussion, Mr. Girard made a motion that the Board accept and adopt as its own the Findings of Fact and Conclusions of Law as stated by the Administrative Law Judge in the Proposal for Decision, and deny petitioner's appeal; supported by Mr. Feldpausch. Motion carried.

Amendment to HCSP Plan Document related to HIPAA

Mrs. Tarini, General Counsel, discussed the September 21, 2018 Memorandum to Mr. DeRose, CEO, regarding Amendments to HCSP Plan Document related to HIPAA.

After review and discussion, Mr. Ogden moved to approve the recommendation and steps regarding MERS compliance with the requirement of HIPAA, including Board adoption of amendments to the HCSP Plan, and administrative adoption of the Policy and Notice; supported by Ms. Deford. Motion carried.

Adjournment

Meeting adjourned at 4:17 p.m.

Respectfully submitted,

  
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Jason Sarata, Vice Chairperson

  
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Chris DeRose, Chief Executive Officer