

BOARD MEETING MINUTES

APRIL 25, 2012 – FINAL



TRUSTEE AND STAFF ATTENDANCE

Attendance	Name and Title
In Attendance	Mr. Kelly Fox, Chair – Olympia Fire District
In Attendance	Mr. Jack Simington, Vice Chair – Kennewick Police Department
Teleconference	Mr. Ryan Martin – Vancouver Police Department
In Attendance	Mr. Jeff Holy – Spokane Police Department (Retired)
In Attendance	Mr. Mark Johnson – Vancouver Fire Department
In Attendance	Mr. Pat Hepler – Snohomish County Fire District 1
In Attendance	Mr. Paul Golnik – WA Fire Commissioners Association
In Attendance	Mr. David Cline – City of Tukwila Administrator
In Attendance	Mr. Glenn Olson – Deputy Clark County Administrator
Teleconference	Senator Jim Honeyford – WA State Senator
Absent	Representative Kevin Van De Wege – WA State Representative
In Attendance	Steve Nelsen – Executive Director
Absent	Jessica Burkhart – Executive Assistant
In Attendance	Tammy Harman – Administrative Services and Communications Manager
In Attendance	Tim Valencia – Senior Research and Policy Manager
In Attendance	Greg Deam – Senior Research and Policy Manager
In Attendance	Dawn Cortez – Assistant Attorney General

CALL TO ORDER

The LEOFF Plan 2 Retirement Board met in the Washington State Investment conference room in Olympia, Washington on April 25, 2012. A quorum of the members was present at this meeting.

Steve Nelsen introduced new attorney general, Dawn Cortez and temporary staff, Matoya Peebles from Express Employment Professionals.

OPENING | Chair Kelly Fox called the meeting to order at 9:33am and requested those present to take a moment of silence to honor those who had fallen since the last the Board meeting.

1. Approval of Minutes

Board Action	<i>It was moved to correct the attendance of the minutes to include Glenn Olson in the January 25, 2012 minutes. Motion seconded. The Board approved the minutes as corrected.</i>
	<i>It was moved to approve the Board meeting minutes from January 25, 2012. Motion seconded. The Board approved the minutes without objection.</i>

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2. Approval of Minutes

Board Action	<p><i>It was moved to correct the attendance of the minutes to include Glenn Olson in the January 30, 2012 minutes. Motion seconded. The Board approved the minutes as corrected.</i></p> <p><i>It was moved to approve the Board meeting minutes from January 30, 2012. Motion seconded. The Board approved the minutes without objection.</i></p>
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3. Legislative Update

Presented by Tim Valencia, Senior Research and Policy Manager

Presentation	<p>Valencia provided an overview of the 2012 Legislative Session as it pertains to the LEOFF Plan 2 Board. He reviewed key issues, legislation passed that affects LEOFF 2, and legislation not passed that would have affected LEOFF 2 as well as other pension legislation. Discussion took place.</p>
Board Action	<p><i>It was moved to send a letter to the Select Committee on Pension Policy (SCPP) requesting collaboration on the study Governor Gregoire requested regarding SHB 1552. The request asked SCPP to review and make recommendations to the Legislature as to whether additional exceptions to the general exemption of pensions from garnishment would be appropriate, and if so, what level of garnishment would be appropriate. The motion was seconded and the Board approved the motion without objection.</i></p>
Board Action	<p><i>It was moved to send a letter to the Select Committee on Pension Policy (SCPP), department of Labor and Industries (L&I) and the Office of the State Actuary (OSA), requesting collaboration on the Risk Class Study, if appropriate given the scope, as defined under 2ESB 6378, 11 New Section. Sec. 8. The bill requests these agencies to study the issue of risk classifications of employees in the Washington state retirement systems that entail either high degrees of physical or psychological risk to the members' own safety or unusually high physical requirements that result in elevated risks of injury or disablement for older employees. It further states that the findings and recommendations of its study are due to the legislative fiscal committees no later than December 15, 2012. The motion was seconded and the Board approved the motion without objection.</i></p>
Board Action	<p><i>It was moved to send a letter to the Senate and House majority leaders asking for clarification of the scope of the study that the Washington State Institute for Public Policy (WSIPP) will conduct pursuant to HB 2127, Sec. 606. The bill states that the study will have a "particular emphasis on agencies that operate on a 24-hour basis, such as the state patrol, ferry system and state prisons." If the study also includes LEOFF Plan 2 members, the Board requests collaboration and a copy of the report due to legislature December 1, 2012. The motion was seconded and the Board approved the motion without objection.</i></p>

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4. Interim Planning

Presented by Greg Deam, Senior Research and Policy Manager

Presentation	Deam presented on topics relevant to interim planning. Topics included contribution rate setting, legislation, deferred topics, actuarial topics and LEOFF 2 issues. Discussion took place.
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Recess

The Board recessed between 10:35 and 10:45am.

5. Administrative Update

Presented by Steve Nelsen, Executive Director

Presentation	Nelsen introduced Malia and recognized her efforts for the Board during legislative session and provided thank you to her superiors for allowing us to have her in our office as a developmental job assignment.
Budget Review	Nelsen reviewed key items in the budget materials provided.
Team Planning	Staff is currently in the process of evaluating the agency using an Organizational Life Cycle model which will assist the agency in transitioning from a start-up to maintenance mode.
Recognition	Mr. Fox presented Mr. Nelsen with a letter recognizing him for 20 years of state service.

6. Lunch

The Board did not recess for lunch.

7. Possible Executive Session for Staff Evaluation

The Board went into Executive Session between 11:10 AM and 11:25 AM.

Discussion	Glenn Olson spoke on behalf of the Board regarding the annual evaluation of Steve Nelsen, Executive Director stating that Mr. Nelsen is in good standing with the Board. Mr. Fox asked that Olson draft a summary letter for Steve's personnel file on behalf of the Board.
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8. Agenda Items for Future Meetings

Mr. Fox reviewed the 2012 Agenda Items Calendar and asked that a couple of meetings be taken off the schedule between now and August. Discussion followed on Trustee schedules.

Board Action	Moved and seconded to cancel the May 2012 and adjust agenda items to following months, accordingly. All approved.
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ADJOURNMENT

There being no further business, the meeting was adjourned at 11:28 AM.

NEXT MEETING	The next meeting of the LEOFF Plan 2 Retirement Board is scheduled for June 13, 2012 from 9:30 AM to 3:00 PM at the Washington State Investment Board located at 2100 Evergreen Park Drive S.W. Olympia, WA 98502.
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