

BOARD MEETING MINUTES

OCTOBER 16, 2013 - FINAL



TRUSTEE AND STAFF ATTENDANCE

In Attendance	Mr. Kelly Fox, Chair – Olympia Fire District
In Attendance	Mr. Jack Simington, Vice Chair – Kennewick Police Department
In Attendance	Mr. Jeff Holy – Spokane Police Department (Retired)
In Attendance	Mr. Wally Loucks – Spokane County Sheriff’s Office
In Attendance	Mr. Mark Johnston – Vancouver Fire Department
In Attendance	Mr. Pat Hepler – Snohomish County Fire District 1
Absent	Mr. Paul Golnik – WA Fire Commissioners Association
In Attendance	Mr. Glenn Olson – Kitsap County
In Attendance	Mr. David Cline – City of Tukwila
In Attendance	Senator Jim Honeyford – WA State Senator
Absent	Representative Kevin Van De Wege – WA State Representative
In Attendance	Steve Nelsen – Executive Director
In Attendance	Tim Valencia – Deputy Director
In Attendance	Jessica Burkhart – Executive Assistant
In Attendance	Tammy Harman – Administrative Services and Communications Manager
In Attendance	Paul Neal – Senior Legal Counsel
In Attendance	Ryan Frost – Research Analyst
In Attendance	Dawn Cortez – Assistant Attorney General

CALL TO ORDER

The LEOFF Plan 2 Retirement Board met at the Capital Events Center in Tumwater, Washington on October 16, 2013. A quorum of the members was present at this meeting.

OPENING | Chair Kelly Fox called the meeting to order at 9:40 AM and requested those present to take a moment of silence to honor those who had fallen since the last the Board meeting.

1. Overview of the Day’s Agenda

Director Nelsen welcomed the Board and provided a review of the topics that are for discussion during the meeting.

Chair Fox also welcomed the trustees and asked for each person to be engaged with the discussion taking place.

Tom Nugent, Facilitator introduced himself to the members and explained what staff has been doing in regard to expectations to prepare for the days meeting. He then led the Board through an ice-breaker activity.

2. Board Expectation Review

The Board was given the Summary of Expectations from 2012 to review. A 2012-2013 Expectation Rating Comparison by Expectation was also discussed. The average scores from 2012 to 2013 have improved.

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3. Work Session 1: Board Meeting Management

Board members have expressed different opinions and ideas about what makes a successful meeting. Tom Nugent asked the members to separate into two groups. Each group discussed Board Meeting Management and then came together for review. The following points of interest were documented:

Meeting Purpose:

1. Educational to make policy decisions
2. Subject driven agenda
3. Reflect on a historical baseline on priority issues before moving forward

Duration of Meeting:

1. Subject matter driven by legislative activity
2. Weekly update to replace cancelled meetings
3. Time for real conversations, debate, dialogue, and discussion

Involvement:

1. Open communication; proactive discussion before decisions are needed
2. No closed door discussions
3. Board members come to meeting prepared
4. Decisions are supported regardless of personal opinion

Decisions:

1. Supported by communication
2. Consensus

Breaks:

Adequate

4. Work Session 2: Board Meeting Management

The Board schedules a meeting every month but usually cancels meetings that are scheduled during the Legislative session. This is partly due to the difficulty of gathering a quorum. Board members have questioned the number of canceled meetings each year wondering if the Board could make use of that time. Tom Nugent asked the members to separate into two groups. Each group discussed whether the Board would like to use the scheduled meeting time for some other purpose and different options for meeting days during session. The following points were documented:

Possible education time for those who could make:

1. Workshops/webinar on regularly scheduled meeting days
2. Strictly discussion; no policy decisions made
3. Outside training, bring expert or consultant in

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Possible Topics:

1. Comparison of other plans/feasibility
2. Medical insurance for retirees
3. Fiduciary responsibilities

Use of Technology Favored:

1. Skype
2. Videoing
3. Polling to establish direction

*Trustees would also like staff use this time for staff training.

5. Work Session 3: Stakeholder Education Plan

Some Board members have questioned whether they need to do more as fiduciaries to educate plan members, particularly those not represented by a stakeholder group, or those represented by a stakeholder group that does not have a representative on the Board. This work session aimed to articulate the Board's expectations for their role in educating plan members and stakeholders.

The trustees separated into two groups and discussed the following options:

1. Various articles written by Board members to be published in the Dual Response newsletter
2. Website
3. Director Nelsen continue public speaking
4. Media releases
5. Videotape presentations Director Nelsen gives
6. Reach out and invite stakeholders to meetings
7. Provide training for police organizations and guilds since they are scattered

6. Work Session 4: Stakeholder Education Plan

Several Board members have expressed concern that defined benefit pension plans are under attack and would like the Board to respond to the general public. Tom Nugent asked the members to separate into two groups. Each group discussed the Board's roles and responsibilities in educating the public. The following points were documented:

1. No; This is too big for LEOFF 2 alone
2. Yes; deliver rebuttals and facts as situation dictates
3. Director Nelsen has the authority to respond, but not actively seek outreach

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7. Wrap-up

Director Nelsen reviewed the top ideas the staff heard during the meeting. He also requested each trustee fill out a survey prior to leaving and review the Proposed 2014 Meeting Dates.

ADJOURNMENT

There being no further business, the meeting was adjourned at 3:20 PM.

NEXT MEETING

The next meeting of the LEOFF Plan 2 Retirement Board is scheduled for November 20, 2013 at the Washington State Investment Board located at 2100 Evergreen Park Drive S.W. Olympia, WA 98502.