

BOARD MEETING AGENDA

OCTOBER 16 • 8:30AM TO 3:00PM



LOCATION

Capital Events Center
6005 Tye Drive S.W.
Tumwater, WA 98512
Phone: 360.586.2320
Fax: 360.586.2329
recep@leoff.wa.gov

TRUSTEES

KELLY FOX, *CHAIR*
Olympia Fire Department

JACK SIMINGTON, *VICE CHAIR*
Kennewick Police Department

JEFF HOLY
Spokane Police Department (Ret)

MARK JOHNSTON
Vancouver Fire Department

PAT HEPLER
Snohomish County Fire District 1

GLENN OLSON
Kitsap County Administrator

PAUL GOLNIK
WA Fire Commissioners Association

DAVID CLINE
City of Tukwila Administrator

WALLY LOUCKS
Spokane County Sheriff's Office

SEN. JIM HONEYFORD
WA State Senator

REP. KEVIN VAN DE WEGE
WA State Representative

STAFF

Steve Nelsen, Executive Director
Tim Valencia, Deputy Director
Jessica Burkhart, Executive Assistant
Ryan Frost, Research Analyst
Greg Deam, Sr. Research & Policy Mgr
Paul Neal, Sr. Legal Counsel
Tammy Harman, Admin Services Mgr
Dawn Cortez, Assistant Attorney General

*They keep us safe,
we keep them secure.*

	Continental Breakfast	8:30 AM
1.	Overview of the Day's Agenda	9:30 AM
2.	Board Expectation Review	9:55 AM
3.	Work Session 1: Board Meeting Management	10:15 AM
	10 Minute Break	11:15 AM
4.	Work Session 2: Board Meeting Management	11:25 AM
	Lunch	12:25 PM
5.	Work Session 3: Stakeholder Education Plan	1:25 PM
	10 Minute Break	2:25 PM
6.	Work Session 4: Stakeholder Education Plan	2:35 PM
7.	Wrap-up	3:00 PM

**Lunch is served as an integral part of the meeting.*

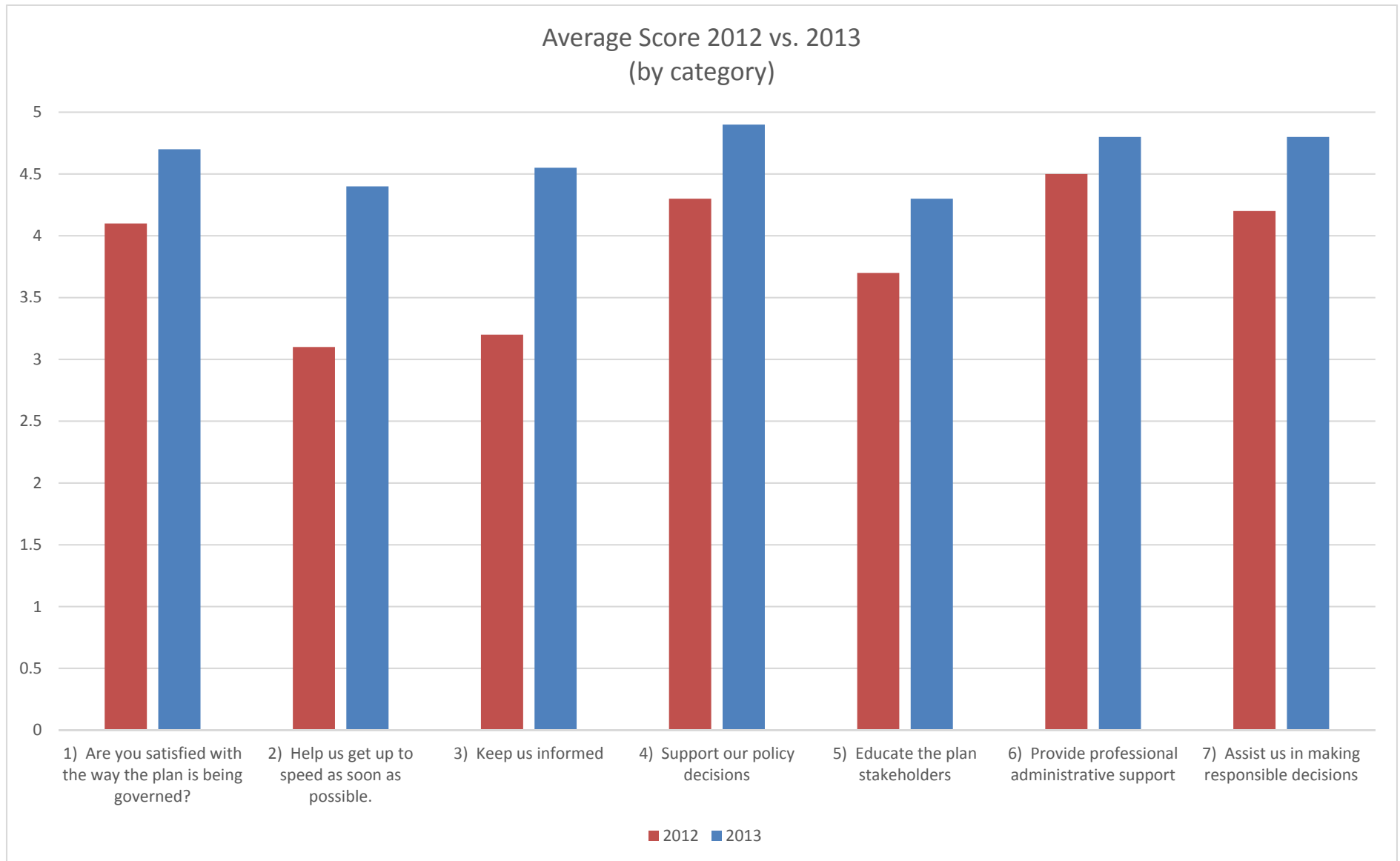
In accordance with RCW 42.30.110, the Board may call an Executive Session for the purpose of deliberating such matters as provided by law. Final actions contemplated by the Board in Executive Session will be taken in open session. The Board may elect to take action on any item appearing on this agenda.

Summary of Expectations

<p>Responsibly govern the plan.</p>	<p>➤ What does “responsibly govern” mean to the Board?</p> <ul style="list-style-type: none"> – Supporting this goal is the primary expectation for Board members. – The Board expressed a very high level of satisfaction with the results in this area.
<p>Help us get up to speed as soon as possible.</p>	<p>➤ What do new Board members need to get up to speed ASAP?</p> <ul style="list-style-type: none"> – New Board members need to participate effectively as quickly as possible. – This is an area where the expectations of all Board members are not being met.
<p>Keep us informed.</p>	<p>➤ What do Board members need to stay informed?</p> <ul style="list-style-type: none"> – Board members want to be fully informed when they consider policy issues at Board meetings. – Some Board members expressed a desire to receive more updates on administrative issues. – This is an area where the expectations of all Board members are not being fully met.
<p>Support our policy decisions.</p>	<p>➤ What do you need from the team in making and supporting policy decisions? Do these expectation change if the Board decision is not unanimous?</p> <ul style="list-style-type: none"> – Support the Board policy decisions and legislative recommendations before the Legislature and other State agencies. – Although Board members consider the results of the Board’s policy decisions and legislative recommendations to be very successful, there were questions about the methods used to support Board legislation.
<p>Educate the plan stakeholders.</p>	<p>➤ What do stakeholders need to know?</p> <ul style="list-style-type: none"> – Educate plan members, employers, legislators and the public more about LEOFF Plan 2 and Board activities. – Opportunities exist to use technology to deliver information to a wider audience. – This is an area where Board members identified much success as well as a need for further improvement.
<p>Provide professional administrative support.</p>	<p>➤ What are the most important administrative functions to you?</p> <ul style="list-style-type: none"> – Board members rely on the team to support their attendance at meetings and their educational activities outside of Board meetings. – Board members rely on the team to operate the agency within the guidelines established by the Board and the State. – The quality of agency employees was widely acknowledged and credited for success in this area. – Board members expressed a high level of satisfaction with the facilities for Board meetings and the customer service that they receive related to education. – Board members also expressed confidence that the agency was being responsibly managed.
<p>Assist us in making responsible decisions.</p>	<p>➤ What kind of assistance helps you make responsible decisions?</p> <ul style="list-style-type: none"> – Board members want to make responsible decisions for the plan. – Board members rely on the expertise and seek advice from agency team members to help achieve the Board’s mission. – This is an area where Board members expressed a very high level of satisfaction.

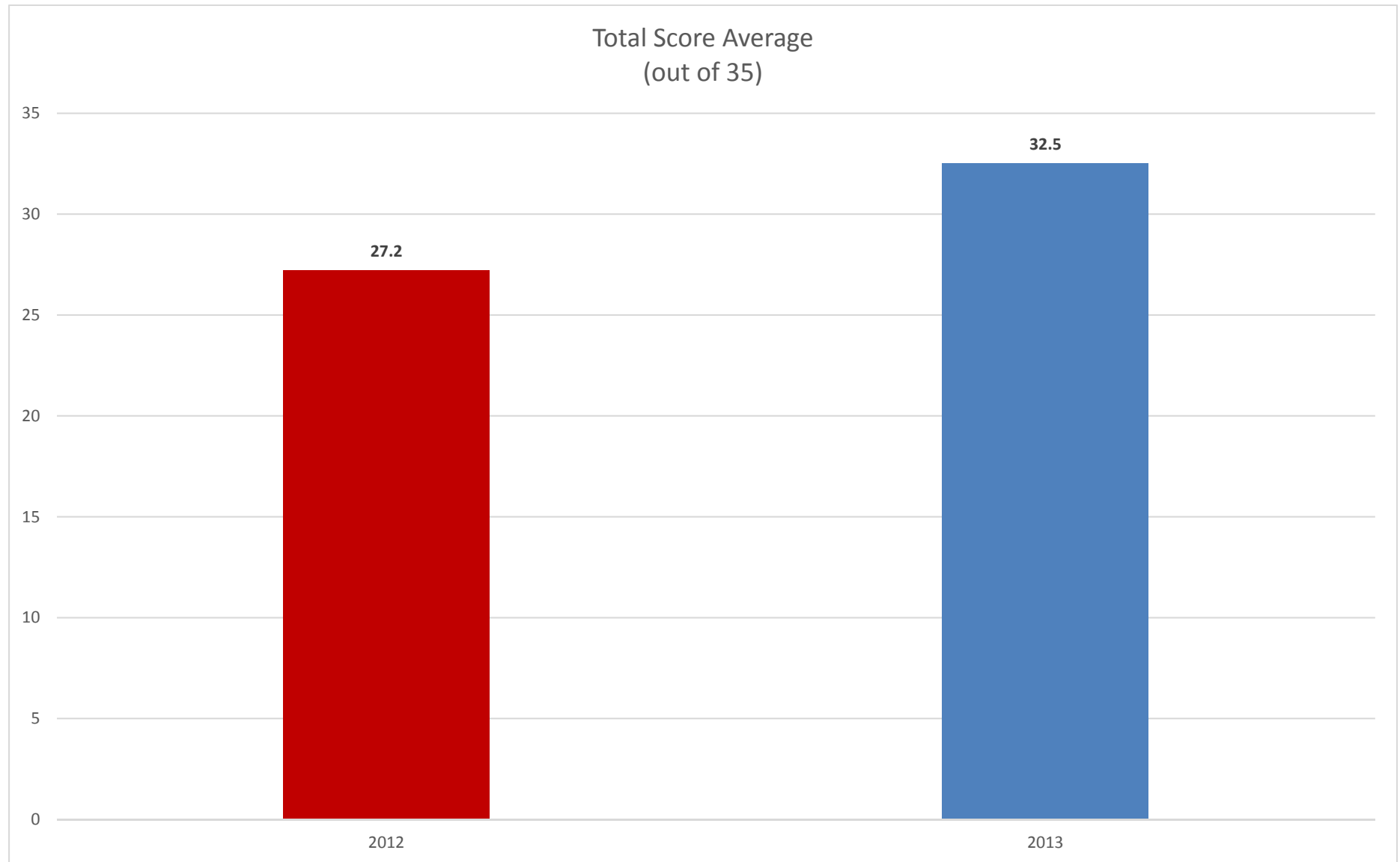
2012 – 2013

Expectation Rating Comparison by Expectation



2012 – 2013

Expectation Rating Comparison Totals



Work Session 1

Board Meeting Management



Summary

Board members have expressed different opinions and ideas about what makes a successful meeting. Some favor a higher level “bullet points” approach to keep the meetings shorter. Others prefer more discussion and conversation of policy issues raised. Board discussion and direction on this issue would help improve staff preparation for meetings.

Key Question for Discussion

Please come prepared to discuss the following question:

What does a successful Board meeting look like to you?

CONSIDERATIONS:

Meeting Purpose

Meeting duration

Need for breaks

Discussion format

Board member
involvement

Decision making

Work Session 2

Board Meeting Management



Summary

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. The goal of this work session is discuss whether the Board would like to use the scheduled meeting time for some other purpose.

Key Question for Discussion

Please come prepared to discuss the following question:

How do you want your Board meeting times utilized during the Legislative Session?

CONSIDERATIONS:

Five meetings cancelled
in 2013

What is not being
accomplished during
session?

Potential lack of a
quorum.

Telephonic or Skype
meeting?

Opportunity for Board
training?

Work Session 3

Stakeholder Education Plan



Summary

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 aims to articulate the Board's expectations for their role in educating plan members and stakeholders.

Key Questions for Discussion

Please come prepared to discuss the following questions:

What does the Board need to do to reach plan members, particularly those not represented by a stakeholder group?

CONSIDERATIONS:

What do plan members need to hear?

How can Board improve communication with members?

What is the Board's role when stakeholder groups are not in agreement?

Work Session 4

Stakeholder Education Plan



Summary

Public awareness of public pension plans has increased dramatically over the past 5 years. Some of that attention focuses on funding problem in other states, and some has been specific to Washington's plans, particularly LEOFF Plan 1. Negative media reports undermine public confidence and trust in public plans generally. This presents a risk to LEOFF Plan 2 even though the plan is well-funded and responsibly administered. 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. This work session seeks clarification about the Board's roles and responsibilities in educating the public.

Key Questions for Discussion

Please come prepared to discuss the following question:

Is the public a stakeholder and should the Board take an active role in public outreach about LEOFF Plan 2?

CONSIDERATIONS:

What are the risks of a higher public profile?

Should the Board improve communication with the public? How?

How can we generate public engagement?



2013 AGENDA ITEMS CALENDAR

MEETING DATE	AGENDA ITEMS
January 23, 2013	Meeting Canceled
February 27, 2013	Meeting Canceled
March 27, 2013	Meeting Canceled
April 24, 2013	Meeting Canceled
May 29, 2013	Meeting Canceled
June 19, 2013	2013 Legislative Session Update Interim Planning Board Operating Policy Changes Board Expectations Check-in WSIPP Study Follow-up Medicare Briefing
July 24, 2013	DRS Administrative Update, Marcie Frost CEM Benchmarking Results, Mark Feldhausen Background on Economic Experience Study, Lisa Won Orientation Manual Paperless Board Meeting Training
August 28, 2013	Board & Administrative Committee Elections WSIB Annual Presentation, Theresa Whitmarsh Final Average Salary Protection, Initial Consideration Correction Legislation, Initial Consideration EMTs Not Being Reported in LEOFF Plan 2, Initial Consideration Salary Spiking, Initial Consideration Promoting Individual Savings for Retirement, Initial Consideration Career Change, Initial Consideration Meeting Materials Posted to Website
September 25, 2013	Board & Administrative Committee Elections Annual Board Member Training, Dawn Cortez Correction Legislation, Comprehensive Report Career Change, Comprehensive Report Promoting Individual Savings for Retirement, Comprehensive Report FY13 Independent Audit Results, Steve Davis Results of the Economic Experience Study, Steve Nelsen Funding Methods - Educational Briefing, Lisa Won
October 16, 2013	2014 Proposed Meeting Calendar
November 20, 2013	Smoothing Methods – Educational Briefing, Lisa Won Final Average Salary Protection, Comprehensive Report WSIB Presentation 2014 Meeting Calendar Adoption WSIPP Study Follow-up
December 18, 2013	



2014 PROPOSED MEETING DATES

January

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
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26	27	28	29	30	31	

February

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April

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27	28	29	30			

May

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18	19	20	21	22	23	24
25	26	27	28	29	30	31

June

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22	23	24	25	26	27	28
29	30					

July

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20	21	22	23	24	25	26
27	28	29	30	31		

August

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17	18	19	20	21	22	23
24	25	26	27	28	29	30

September

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21	22	23	24	25	26	27
28	29	30				

October

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November

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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December

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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

MEETINGS LOCATED AT:

2100 Evergreen Park Dr. S.W., Suite 100
Olympia, WA 98502

Wednesday, January 22

Wednesday, February 26

Wednesday, March 26

Wednesday, April 16

Wednesday, May 28

Wednesday, June 18

Wednesday, July 23

Wednesday, August 27

Wednesday, September 24

Wednesday, October 22

Wednesday, November 19

Wednesday, December 17

LEOFF PLAN 2 MEETINGS

LEGISLATIVE SESSION

STATE HOLIDAYS

www.leoff.wa.gov

PHONE: 360-586-2320

EMAIL: recep@leoff.wa.gov

Meeting Feedback Form



10/16/13 Board Work Session Meeting

1. How do you rate the overall productiveness of the meeting?
 - Very productive
 - Productive
 - Somewhat productive
 - Unproductive
 - Very unproductive

2. How effective was the meeting? (check all that apply)
 - Meeting started on time
 - Purpose was clear
 - Agenda was known beforehand
 - Attendees were focused
 - All items were covered
 - None of the above

3. Were the goals of the meeting (check all that apply):
 - Clearly communicated
 - Agreed upon
 - Realistic
 - Measurable

4. How were differences of opinion or conflicts handled?
 - No conflicts occurred
 - Very effectively
 - Effectively
 - Somewhat effectively
 - Ineffectively

5. Were discussions that side-tracked the agenda appropriately tabled?
 - Yes
 - No

6. Please make any suggestions or comments for making our meetings more productive.
