

**MINUTES OF THE
WV CONSOLIDATED PUBLIC RETIREMENT BOARD
INVESTMENT COMMITTEE
MEETING OF MARCH 23, 2021**

A meeting of the West Virginia Consolidated Public Retirement Board's Investment Committee was held on Tuesday, March 23, 2021. Due to the COVID 19 Pandemic, the meeting was conducted via conference call as well as the ability to attend in person. The call-in information for the meeting was included on the Committee meeting agenda, the CPRB website and on the West Virginia Secretary of State's meetings page. Due notice had been posted.

Call to Order.

The meeting was called to order at 10:00 a.m. by Jeffrey Vallet, Chair.

Roll call was taken.

Committee Members present:

Jeffrey Vallet, Chair *(in person)*
Sarah Canterbury, Esquire, *representing Treasurer Riley Moore (via conference call)*
Mike McKown *(in person)*
Cabinet Secretary Allan L. McVey *(via conference call)*
Andy Bird *(via conference call)*

Committee Members absent:

None

A quorum was present.

Others participating in present were:

Jeffrey E. Fleck, CPRB Executive Director
Terasa Miller, CPRB Deputy Director
Nancy Butcher, CPRB Executive Assistant
John Galloway, CPRB Chief Financial Officer
Tanner Mann, CPRB Actuarial Trainee

Others participating via conference call:

Paula Van Horn, CPRB, TDC Manager
Craig Slaughter, WVIMB
Chris Meadows, Empower Retirement
Don Jurgens, Empower Retirement
Bill Thornton, Empower Retirement
Mary Beth Daubenspeck, Empower Retirement
Makaleah Palmer, Empower Retirement
Bill Taylor, Empower Retirement

Item #1: Approval of Minutes

Due to the reconfiguring of the Accounting & Investment Committee, Mr. Vallet requested a motion to recommend to the Board the approval and adoption of the Accounting & Investment Committee meeting minutes for the November 17, 2020 meeting.

Mr. McKown made a motion to recommend to the Board the approval and adoption the minutes of the November 17, 2020 meeting of the Accounting & Investment Committee. Mr. Bird seconded the motion. The motion was adopted.

Item #2: TDC Quarterly Investment Review & Performance – 12/31/20

Mr. Vallet recognized William Thornton, Great-West Investments, who gave a review of the Plan Investments for the period ending December 31, 2020. Mr. Thornton reported that the market had “shrugged off” the COVID 19 pandemic and continues to grow. He said that year to date, Large Cap investments were up and Mid-Cap investments were up about 8 percent. He went on to say that March 23rd is the one-year anniversary of the S & P low and it is now up 74 percent for the year. He also reviewed some of the funds.

He then answered questions from the committee members.

Item #3: TDC Annual Plan Review

Mr. Vallet recognized Don Jurgens of Empower Retirement to give the TDC Annual Plan Review. He said that the total assets of the plan were \$659,529,015 which is up 14.7 percent. He also said that the average balance of the participants was \$165,586.

He added that the status of the participants e-mail is at 67 percent, which is up 3.4. He reviewed the cash flow, participant average balances and the asset allocations. He also reviewed the advisory services and the equity positions. He then answered questions from the committee members.

Item #4: TDC Outreach Update

Mr. Vallet recognized Chris Meadows of Empower Retirement. Mr. Meadows gave the Educational Meetings report. He gave a recap of his 2020 Retirement Plan Advisor (RPA) Activity. He reported that from January 1, 2020 to March 13, 2020 he conducted 56 in person counselling sessions in 25 locations. Beginning March 16, 2020, his sessions became phone and virtual sessions and he conducted 1068 virtual sessions for 2020 for a total of 1,124 distribution and other counselling sessions. He added that meetings conducted in 2019 was 1,032.

He also reviewed the Net Promoter Score which is calculated from survey results after virtual counselling sessions. He added that the survey asks questions such as years till retirement, did they gain value from the meeting, did they take an action from the meeting and rating their experience with him as their advisor. His average score was 96 percent; the Empower average score was 82 percent.

He also reported on 2021 RPA outlook. He reported that sessions held to date were 287 which averages to 27/28 counselling or distribution sessions per week for the entire state. He added that 51 participants will be retiring on June 30, 2021 and 47 of the participants will continue to participant, which is a 92 percent retention rate. He attributed that to financial education, strategies/direct campaigns and retirement readiness reviews. He concluded by saying that resumption of his in-person counselling sessions is being evaluated.

Mr. Vallet recognized Makayla Palmer of the Communications Department of Empower Retirement. Ms. Palmer reviewed the 2021 Communications Plan. She reported that the plan has 3,976 participants, 71 percent of the participants have a beneficiary on file, 67 percent have an e-mail address on file and 69 percent are over the age of 50. She added an "Approaching Retirement" campaign was scheduled for the first quarter of 2021. She also reviewed other communication engagements scheduled for the remainder of 2021. She then answered questions from members of the committee.

Mr. Vallet recognized Bill Taylor, who discussed Chris Meadow's Net Promoter Score. Mr. Taylor stated that a score of 70 percent and above is considered world class. Mr. Meadows scored 96 percent. He was one of Empower's top three Retirement Plan Advisors in the nation. He went on to say that Empower was very proud to have him as a member of the team.

Mr. Fleck and other members of the committee expressed congratulations to Chris on his score and thanked him for all his hard work.

Item #6: Review of the Defined Benefit Investment Performance

Mr. Vallet recognized Craig Slaughter, Executive Director of the WV Investment Management Board. Mr. Slaughter reported on the performance of investments for the period ending January 31, 2021. He stated that for the fiscal year, investments are up 16.2 percent and he stated that he felt that February returns would be decent. He also discussed the 20-year returns and provided some additional details on things that they do with investments. He then answered questions from members of the committee.

Item # 5: TDC Weighted Average Returns – December 31, 2020

Mr. Vallet recognized Paula Van Horn, TDC Manager, to review the TDC Weighted Average Returns for quarter ending December 31, 2020. Ms. Van Horn reported that the Market Value of the Fund was \$644,061,422, the plan participants were 4,005 and the Weighted Average Return was 37.06 percent. She went on to say that the Weighted Average Return at the Prior Year was 22.42 percent and the participant count change since the prior quarter was -47 participants and for the prior year it was -104 participants. She also noted the performance of the DFA US Targeted Value R1 fund that has been on watch since November 2019.

Item #7: Other Business

Mr. Vallet inquired as to other business. There was none.

Adjournment

There being no further business to come before the committee, the meeting adjourned at 11:00 a.m.

Respectfully submitted,


Jeffrey Vallet, Chair


Jeffrey Fleck, Executive Director