

**MINUTES OF THE
WV CONSOLIDATED PUBLIC RETIREMENT BOARD
BOARD OF TRUSTEES MEETING
MEETING OF MARCH 16, 2022**

A meeting of the West Virginia Consolidated Public Retirement Board (“CPRB”), Board of Trustees, was held on Wednesday, March 16, 2022, in the David L. Wyant Conference Room at 4101 MacCorkle Avenue, Charleston, West Virginia, 25302. *Due notice had been posted.*

Call to Order

The meeting was called to order at 10:00 a.m. by Mike McKown, Vice-Chair.

Roll Call:

Trustees participating:

Mike McKown, Vice Chair

Garner Marks, *representing Governor James C. Justice, II*

Jeff Waybright, *representing State Auditor John B. McCuskey*

Lindsay Marchio, Esquire, *representing State Treasurer Riley Moore*

Mark D. Scott, Cabinet Secretary, Department of Administration

Bill Barker

Daniel Cart

Beth Morgan

Reginald Patterson

Jeffrey Vallet

Trustees absent:

Joseph G. Bunn, Chair

Rhonda Bolyard

Woodrow Brogan

Larry Cole

D. Todd Murray

David Nelson

A quorum was present.

Others present:

Jeffrey E. Fleck, CPRB Executive Director
Terasa Miller, CPRB Deputy Director
Nancy Butcher, CPRB Executive Assistant
Jeaneen Legato, CPRB General Counsel
Ken Woodson, CPRB Actuary
Haley Perry, CPRB Actuarial Analyst
Patricia Bowgren, CPRB IT Staff
John Galloway, CPRB Chief Financial Officer
Tina Baker, CPRB Internal Auditor
John Beane, CPRB IT Manager
Alysia Miller, CPRB Paralegal
Jon Booher, CPRB Retirement Advisor
Brittney James, CPRB Retirement Advisor
Ronda Harvey, Esquire, Bowles Rice
Tom Sauvageot, WVIMB
Chris Meadows, Empower

Tab 1: Approval of the January 26, 2022 Minutes

Mr. Waybright made a motion that the Board approve the minutes of the January 26, 2022 meeting of the Board. The motion was seconded by Mr. Scott. The motion was adopted.

The minutes were located behind Tab #1 of the Board materials.

Tab 2: Report of the Executive Director

Mr. Jeffrey Fleck, Executive Director, gave his report to the Board which included the following information:

1. *Introduction of New Staff Members* – Mr. Fleck introduced Brittney James and Jonathan Booher, CPRB Retirement Advisors, the newest staff members at the CPRB. He informed the Board that they were attending their first board meeting.
2. *Buck Valuations* – Mr. Fleck informed the Board that at the January 26, 2022 meeting, Buck Global had presented the annual Valuations and the Board had not adopted those valuations and recommended that the Board adopt them.

Mr. Barker made a motion that the Board adopted the Valuations as presented by Buck Global at the January 26, 2022 Board of Trustees meeting.

Mr. Vallet seconded the motion. The motion was adopted.

3. *CPRB Metric Chart* - Mr. Fleck reviewed the Metric Chart. He said that the average time to receive the first retirement payment for a PERS retirement is 28 days and for a TRS retirement it is 27 days. He added that statistics for benefits estimates as well as death and refund applications were included in the Metric Chart.
4. *TDC Statistics* – He reported that the TDC Plan had 3,829 participants, and its assets were \$667,373,515 as of February 28, 2022.
5. *Historical Time-Weighted Return Rates by Plan* – Mr. Fleck stated that a copy of the Historical Time-Weighted Return Rates by Plan chart had been included in the Board material. He reviewed the chart and answered questions from the board members.
6. *Delinquent Employers* – Director Fleck said that staff had been in contact with the Monroe County Commission regarding their delinquency. Monroe County Commission informed the CPRB staff that their payroll system had crashed and they would remit their payment as soon as the system was back in operation. He added that Green Acres Recreation Center continues to reimburse according to its agreement.
7. *BHCR/Buck 1-year Contract* – Mr. Fleck reported that the contract with BHCR/Buck would be expiring soon and that the agency would be issuing a RFQ for actuarial services but that process would not be complete before the current contract with Buck expires therefore, he was recommending that the Board approve a one-year contract with BHCR/Buck until the RFQ process was complete. He added that a copy of the contract rates was included in the board materials.

Mr. Vallet made a motion to approve the one-year contract with BHCR/Buck at the contract rates as presented. Mr. Barker seconded the motion. The motion was adopted.

8. *Eide Bailey 3rd year Contract Renewal* – Director Fleck stated that the contract renewal with Eide Bailey was due and recommended that the Board renew the contract at the contract renewal rate of \$211,000 for 2022.

Mr. Patterson made a motion to approve the 3rd year contract renewal with Eide Bailey at \$211,000 for 2022. Mr. Barker seconded the motion. The motion was adopted.

9. *Revolution Data System 4th year Contract Renewal* – Mr. Fleck reported that the contract renewal with Revolution Data Systems LLC was due and recommended that the Board renew the contract at the contract renewal rate of \$118,272.62 for 2022.

Mr. Scott made a motion to approve the 4th year contract renewal with Revolution Data Systems LLC at \$118,272.62 for 2022. Mr. Waybright seconded the motion. The motion was adopted.

10. *Winklevoss Technologies Licenses Renewal* – Director Fleck reported that the licenses with Winklevoss Technologies were due to be renewed and recommended that the Board renew the license at \$14,700 per license for a total of \$29,400 for 2022.

Mr. Patterson made a motion to approve the license renewals with Winklevoss Technologies at \$14,700 per license for a total of \$29,400 for 2022. Mr. Waybright seconded the motion. The motion was adopted.

11. *February Financials* – Mr. Fleck stated that the February financials showed that the agency was at 70 percent of its YTD Actual budget.

12. *Legislative Update* – Mr. Fleck gave a report on the status of legislation that was considered during the Legislative session. He added that a copy of legislative report for the agency was included in the board materials.

13. *COMPASS Update* – Mr. Fleck announced that the Membership Self-Service (MSS) portal for PERS active members and the Uniformed Services active members would be available in the very near future. He added that letters to all PERS and Uniformed Services active members would be going out soon with details as to how to set up an account and gain access. He went on to say that TRS members would be the next group to have access to MSS.

The Report of the Executive Director was located behind Tab #2 of the Board Materials.

Tab #3: Plans Investment Data

Vice-Chair McKown recognized Tom Sauvageot, Investment Officer of the West Virginia Investment Management Board (WVIMB). Mr. Sauvageot reviewed the Plan's Investment Returns Preliminary Report for the period ending January 31, 2022. He reported that investment returns were at 1.6 percent year-to-date. He added that there was strong economic growth although inflation was still high. He went on to say that private investments were doing well and that would help to stabilize the markets. He then answered questions from the Board members.

Chris Meadows of Empower Retirement gave an update on the TDC Outreach and Reality Investing. Mr. Meadows stated that he had conducted 33 counseling sessions since the beginning of the year and the total number of counseling and distribution sessions for the year was 249.

Mr. Meadows reported that a TDC Investment Strategy Mailer had been sent to each of the TDC participants and it focused on retirement readiness and other options. He also said that a TDC Survey Mailer had been sent out and it provided participants an opportunity to give feedback.

Mr. Meadows also updated the Board on the TDC Investment Data. He reported that inflation was at its highest since 1982 and that was in part due to oil prices. He added that the situation with Russia was playing a factor in those increases.

The Plans Investment Data reports, TDC Educational Meeting reports, TDC Outreach materials and the TDC Investment Report were located behind Tab #3 of the Board materials.

Tab #4: Legal Counsel Reports

Report of In-House Legal Counsel – Jeaneen Legato

Vice-Chair McKown recognized Jeaneen Legato, In-House Legal Counsel, to give her report to the Board. Ms. Legato updated the Board on all pending legal matters. She reported on all current Administrative, Circuit Court and Supreme Court cases.

Ms. Legato reviewed the Less Than Honorable Service (LTHS) case of **Jessica S. Greene**, a member of the Public Employees Retirement System (PERS) and a former payroll clerk and treasurer of the Town of New Haven. Ms. Legato stated that Ms. Greene entered a plea of guilty to the felony offense of embezzlement on September 3, 2021, in the Circuit Court of Mason County. She added that between August 2015 and August 2020, while Ms. Greene was the payroll clerk and treasurer for the Town of New Haven, she embezzled approximately \$25,000 by issuing herself checks for council meetings that never occurred and modifying her leave balances. Ms. Legato went on to say that on October 27, 2021, Judge Tatterson suspended her sentence of one to ten years in prison, placed her on probation for seven years and ordered her to pay \$25,000 in restitution to the Town of New Haven.

Ms. Legato recommended the Board disqualify and terminate Ms. Greene's pension and her membership in PERS and to authorize legal counsel to proceed with LTHS action against her.

Mr. Vallet made a motion that the Board accept the recommendation of Counsel to disqualify and terminate the pension and membership in the PERS of Jessica S. Greene and to authorize legal counsel to proceed with LTHS action. Mr. Waybright seconded the motion. The motion was adopted.

Ms. Legato reviewed the Less Than Honorable Service (LTHS) case of **Kimberly Bannister**, a member of the Public Employees Retirement System (PERS). She stated that Ms. Bannister entered a plea of guilty to the felony offense of embezzlement on October 29, 2021, in the Circuit Court of Boone County. She said that between July 2012 and March 2020, while Ms. Bannister was the office manager for the City of Madison, she embezzled approximately \$40,000 by issuing herself extra payroll checks and checks for leave she was not entitled to have. Ms. Legato went on to say that on October 29, 2021, Judge Hoke suspended Ms. Bannister's sentence of one to ten years in prison, placed her on probation for seven years and ordered her to pay \$39,904.87 in restitution to the City of Madison.

Ms. Legato recommended the Board disqualify and terminate Ms. Bannister's pension and her membership in PERS and to authorize legal counsel to proceed with LTHS action against her.

Mr. Patterson made a motion that the Board accept the recommendation of Counsel to disqualify and terminate the pension and membership in the PERS of Kimberly Bannister and to authorize legal counsel to proceed with LTHS action. Mr. Marks seconded the motion. The motion was adopted. (Mr. Vallet abstained from voting.)

Report from Outside Legal Counsel – Ronda Harvey

Vice-Chair McKown recognized Ronda Harvey, Outside Legal Counsel, to give her report to the Board. Ms. Harvey updated the Board on all Administrative, Circuit Court and Supreme Court cases.

The reports of the In-House and Outside Legal Counsel were located behind Tab #5 of the Board materials.

Tab #5: Committee Reports

Accounting & Audit Committee – Jeff Waybright

Vice-Chair McKown recognized Jeff Waybright , to give a report from the Accounting & Audit Committee. Mr. Waybright reported that the committee had met on Tuesday, March 15, 2022. He stated that the committee had heard from Tina Baker, CPRB Internal Auditor, who

reviewed the committee charter. He went on to say that the committee did not make any changes to the charter and recommended that the Board adopt the charter as presented.

Mr. Waybright made a motion that the Board adopt the Accounting & Audit Committee Charter as presented in the Board materials. Mr. Barker seconded the motion. The motion was adopted.

Mr. Waybright went on to say that John Galloway, CPRB Chief Financial Officer, had presented the Final June 30, 2021 Audited GASB 68 Employer Allocation Schedules, with an unqualified opinion from the outside auditor, Eide Bailly and the Committee recommended that the Board accept the Final June 30, 2021 Audited GASB 68 Employer Allocation Schedules and authorize their release.

Mr. Waybright made a motion that the Board accept the Final June 30, 2021 Audited GASB 68 Employer Allocation Schedules, as presented and authorize their release. Mr. Vallet seconded the motion. The motion was adopted.

Disability Review Committee – Jeff Waybright

Vice-Chair McKown recognized Mr. Waybright to give the report of the Disability Review Committee. Mr. Waybright reported that the Disability Committee met on Tuesday, March 15, 2022 via telephone conference call and the Disability Committee approved the staff's recommendations of disability retirement applications and made the following recommendations to the Board for their approval:

System	Approved Total Non-Duty	Denied Total Non-Duty	Total
EMSRS	0	1	1
PERS	9	0	9
TRS	3	0	3
TOTALS	1215	1	13

Mr. Waybright made a motion that the Board accept and approve the Disability Committee's recommendation concerning the disability retirement applications. The motion was seconded by Mr. Patterson. The motion to accept and approve the recommendation was adopted.

The Committee Reports and Committee Minutes were located behind Tab #8 of the Board materials.

Tab #6 Old Business

Vice-Chair McKown inquired as to any old business to come before the Board. None was heard.

Tab #7: New Business

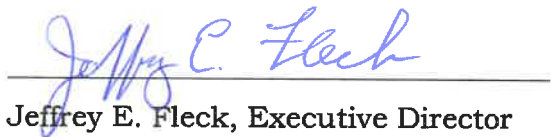
Vice-Chair McKown inquired as to any new business to come before the Board. None was heard.

Adjournment

There being no further business to come before the board, Mr. Barker made a motion that the meeting adjourn. Mr. Vallet seconded the motion. The motion was adopted. The meeting adjourned at 10:50 a.m.



Joseph G. Bunn, Chairman
Consolidated Public Retirement Board



Jeffrey E. Fleck, Executive Director
Consolidated Public Retirement Board