

**MINUTES**  
**Tuscaloosa Police Officers and Firefighters Retirement Plan**  
**Monday, July 9, 2018**  
**Daugherty Room**

**Members present:** Alan Kelly, Randy Smith, Clay Gibbs, Will McCafferty, Greg Medders, Joe Reed, Mike O'Bryant, Brad Fanning, Steve Anderson

**Absent:** David Richardson, Jason Jackson

**Others present:** Alyce Spruell, Greg Burchell, Paul Winn, Travis Winn, Jessica Jenkins, Melissa Adcox, Susan Snowden, Mike Wright, Eric Davis, Eddie Pugh

**Approve minutes from June 11, 2018 meeting.**

Motion passed to approve the minutes from June 11, 2018. (Medders/Fanning; Kelly, Smith, Gibbs, McCafferty, Reed, O'Bryant, Anderson)

**Morgan Stanley Report**

Greg Burchell and Paul Winn presented the current market performance for the plan. They recommended that the Board take some of its money off the table and allocate it to accounts that are actively managed and that have value behind them. Morgan Stanley requested and received approval to invite Hamilton Lane to introduce carve outs for alternative investments at the August 13, 2018 meeting. This presentation will be for informational purposes only at this time. Representing Hamilton Lane is Pat Burchell out of Philadelphia PA. Greg Burchell is reaching out to Chief Smith to bring him up to speed. The Board will have a working session on this along with other items in August 1, 2018.

Alyce Spruell indicated that Cavanaugh Macdonald is working on the 20 year projection as requested by Morgan Stanley.

**Treasurer's Report**

Eric Davis and Mike Wright presented the treasurers report and the monthly bills. Motion passed to approve the bills for Rosen Harwood and Yeager & Christian, but to hold Cavanaugh Macdonald Consulting bill until clarification of charges is received. (Medders/Kelly; Fanning, Smith, Gibbs, McCafferty, Reed, O'Bryant, Anderson)

The board discussed the Cavanaugh Macdonald bill and Alan Kelly indicated that the fund had been billed \$6,000 for completion of the GASB 67 & 68 and that the fund typically doesn't pay for the GASB 68. It is paid by the City. Alyce Spruell indicated that there is a minute entry from 2016 indicating that the board agreed to pay for GASB 67 & 68 for the first year only. Cavanaugh Macdonald has an agreement with the board indicating a limit for completion of report 67 not to exceed \$3,000. The city indicates that they have never paid for the 68 report. In 2017, the board approved payment of \$4,700 for the GASB 67 report. Mike Wright indicated that they city feels that the fund should pay for the 68 report. Alyce Spruell recommended that the board approve payment of \$3,000 to Cavanaugh Macdonald and hold payment of the remaining \$3,000 until they receive an answer from Cavanaugh Macdonald regarding the billing/charges and since the plan does not have an agreement to pay for the 68 report. Mike O'Bryant requested an itemized bill in the future. Motion approved to pay Cavanaugh Macdonald \$3,000 for the GASB 67 report upon receipt of a revised invoice and table payment for the GASB 68 until a response from Cavanaugh Macdonald is received. (O'Bryant/Smith; Kelly, Gibbs, McCafferty, Medders, Reed, Fanning, Anderson)

**Trial Balance Report**

Board Acknowledged report

**Military Buy Back report.**

Board acknowledge receipt of the military buy back report.

**Approve refund of pension contributions in the amount of \$27,571.82 to Justin Sams Police—DOH 3/14/2011) due to resignation.**

Motion passed to approve the refund to Justin Sams. (Anderson/Fanning; Kelly, Smith, Gibbs, McCafferty, Medders, Reed, O'Bryant).

**Legal Counsel Report**

Alyce Spruell gave a report on the professional service agreements and those that are due to expire. She advised board that the report as well as the RFP will be emailed to each board member when completed. She recommended that they board review these agreements during their work sessions.

The fire insurance premium database is ¾ from being completed and they have done a 3-4 year lookback for payment history. She hopes to go paperless and be able to do digital payment set up by the August/September meeting.

Spruell reported that there was a 100% response rate for the disability status reviews. She confirmed there are no retirees that are working as police officer or firefighter nor are they working for the city. She indicated that some are currently employed but not in a capacity that is contradictory to the conditions for which they were deemed to be disabled by the board. The next audit is 2022. Summary report is attached.

Alyce asked the board to pay attention to pages 7-12 of the Morgan Stanley report as they develop/revise the investment policy.

Alyce indicated that historical records contain the personal identifying information for members and there is a concern for protecting this information. She discussed developing a process for sending protected payroll spreadsheets to members. She has requested from NCPers how other plans are handling the situation. The board agreed to get the website up with minimal information (Act, forms, etc) until guidelines for security have been established.

(Chief Anderson left the meeting at 10:15am)

The board confirmed that they would meet for work session on August 1, 2018 from 11:30am to 2:00pm. Alyce indicated that the draft audit report should be available at that time. The work session will cover audit report, website, investment reports, and RFPs.