

**Spokane Employees' Retirement System (SERS)  
Board Meeting Minutes  
September 30, 2015**

Mike Coster called the regular monthly meeting to order at 1:29 p.m. in the 5<sup>th</sup> Floor Conference Room at City Hall.

**Present:** Mike Coster, Mike Cavanaugh, Jim Tieken, Jerry McFarlane, Dean Kiefer, and Brian Brill

**Absent:** Jon Snyder

**Staff:** Phill Tencick, Christine Shisler, Donald Brown, and Tim Szambelan

**Guests:** Joe Cavanaugh, Richard Czernik, Joan Hamilton, Natalie Hilderbrand, and John Bjork

**Minutes of the August 26, 2015 Meeting**

Jerry McFarlane moved and Mike Cavanaugh seconded the motion to approve the minutes of the August 26, 2015 meeting as presented. The motion passed unanimously.

Jim Tieken arrived at 1:33 p.m.

**Director's Report  
Service Retirements**

<i>Name</i>	<i>Age</i>	<i>Retirement Date</i>	<i>Years of Service</i>	<i>Option</i>
Karrie L. Duncan	52	09/12/2015	18.8	E
Douglas C. Lewis	60	09/24/2015	11.9	ST
Ronald E. Triplett	63	10/02/2015	30.7	ST
Edward W. Robinson	67	10/03/2015	10.0	D
June E. Watson	58	10/03/2015	17.8	D
George A. Worn	58	11/03/2015	30.4	E
Janice L. Campbell	66	11/03/2015	9.1	E
Randal L. Peterson	59	11/07/2015	22.7	ST
Susan Creed	65	11/08/2015	18.3	ST
Dale E. Arnold	62	01/01/2016	39.9	E
Dennis C. Fredrickson	63	01/03/2016	30.0	D

Mike Cavanaugh moved and Dean Kiefer seconded the motion to approve the service retirements as amended on the September Retirement Transaction Report. The motion passed unanimously.

## Withdrawals for September 2015

<i>Name</i>	<i>Years of Service</i>	<i>Department</i>	<i>Termination Date</i>
Dwight C. Davey	0.71	Solid Waste Disposal	08/01/2015
Jennie E. Anderson	7.38	Library	08/18/2015

Dean Kiefer moved and Jerry McFarlane seconded the motion to approve the requests for withdrawal as presented on the September Retirement Transaction Report. The motion passed unanimously.

## Vesting

<i>Name</i>	<i>Department</i>	<i>Years of Service</i>
Lynn M. Schmidt	Sewer Maintenance	3.8 (Portability)

## Deaths

<i>Name</i>	<i>Date Retired</i>	<i>Age</i>	<i>Date of Death</i>	<i>Information</i>
Verdelle G. O'Neill	04/05/1980	89	08/18/2015	No Further Benefits
Darwan R. Platz	01/09/1985	93	08/23/2015	No Further Benefits

Vesting and death information provided to the Board for review.

## Expenditure Summary Report – August 2015

The Expenditure Summary Report was presented to the Board and discussed.

Mike Cavanaugh moved and Jerry McFarlane seconded the motion to approve the August 2015 Expenditure Summary Report. The motion passed unanimously.

## Schedule of Investments – August 2015

The monthly investment report was presented to the Board for review. The estimated market value of the SERS portfolio on August 31, 2015 was \$277.5 million with an estimated rate of return for July of -3.60%.

## RFP Updates

Mr. Tencick updated the Board on the status of the two RFPs. The RFP for the Audit Services will have a review committee that currently consists of Phill Tencick, Christine Shisler, Jon Snyder, Dean Kiefer, and Kim Bustos (Accounting Director). Three firms will be conducting on-site presentations October 13 and 14, 2015. Mr. Tencick invited other members of the Board to attend the presentations. Board Members were asked to RSVP so that a special meeting notice could be posted if necessary.

Mr. Tencick also gave an update on the RFP for Investment Consulting Services. A white paper authored by Mr. Tencick was included with the Board packets that outlined

the process thus far, listed the firms who responded to the RFP and the scoring process that was used. The four finalists are scheduled to present at the October Board meeting with the Board awarding the engagement following the presentations.

Mr. Tencick informed the Board about the recent meeting he and Ms. Shisler had with the State Auditor's Office (SAO) regarding SAO's audit of the City's financials. There is currently a draft finding that the City did not comply with GASB 67. The finding is related to the presentation of the LEOFF financials, not SERS, since SERS' financials were audited. The retirement department is working on resolving the finding. Mr. Tencick noted that he wanted to disclose the draft finding since it was related to the retirement department even though it was not related to SERS specifically.

Ms. Shisler updated the Board on the progress of the self-service calculator in PeopleSoft. She thanked Donald Brown for the work done to create job history, so that the calculator could work correctly. Staff has been working to get this component tested and set up. The plan is to open it up to all employees shortly after IT has completed the work they are currently doing to update PeopleSoft. The calculator that is currently Excel-based on the SERS website will then be discontinued.

#### **Other Business**

There being no other business, the meeting adjourned at 1:56 p.m.

*/s/*

---

**Phillip Tencick, Retirement Director**