

**Spokane Employees' Retirement System (SERS)  
Board Meeting Minutes  
September 28, 2016**

The regular monthly meeting was called to order at 1:30 p.m. in the 5<sup>th</sup> Floor Conference Room at City Hall.

**Present:** Mike Cavanaugh, Jim Tieken, Breean Beggs, Dean Kiefer, and Brian Brill

**Absent:** Mike Coster

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

**Guests:** Joe Cavanaugh, Bob Olsen, Richard Czernick, Joan Hamilton, Natalie Hilderbrand, and John Bjork

**Minutes of the August 31, 2016 Meeting**

Jim Tieken moved and Dean Kiefer seconded the motion to approve the minutes of the August 31, 2016 meeting as presented. The motion passed unanimously.

Breean Beggs 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>
Daniel J. Daling	62	09/06/2016	8.3	ST
Lars N. Morgan	52	09/15/2016	18.4	ST
Ricky D. Hays	63	10/01/2016	12.9	ST
Eric P. Schaffer	53	10/04/2016	19.6	D
Robert J. Zalewski	63	10/04/2016	29.2	E
Susan L. Zalewski	62	10/04/2016	17.1	E
DeAnn R. Gordon	58	11/02/2016	24.6	D

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

**Withdrawals for September 2016**

<i>Name</i>	<i>Years of Service</i>	<i>Termination Date</i>
Tyler J. Treffry	0.3	02/24/2016
Christina M. Dombrowski	0.2	03/16/2016
Deanette M. Christopherson	10.1	08/10/2016
Daniel B. Strange	1.1	08/26/2016

Jim Tieken moved and Brian Brill seconded the motion to approve the requests for withdrawal as presented on the September Retirement Transaction Report. The motion passed unanimously.

Vesting

<u>Name</u>	<u>Department</u>	<u>Years of Service</u>
Sara A. Kelly	Library	11.6
Richard S. Rush	Council	6.3

Vesting information provided to the Board for review.

Expenditure Summary Report – August 2016

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

Dean Kiefer moved and Jim Tieken seconded the motion to approve the August 2016 Expenditure Summary Report. The motion passed unanimously.

Schedule of Investments – August 2016

The monthly investment report was presented to the Board for review. The estimated market value of the SERS portfolio on August 31, 2016 was \$278 million with an estimated rate of return of -0.2%.

Monthly Cash Reconciliation

A new monthly cash reconciliation report was presented to provide the Board with additional insight into the ongoing liquidity and cash position of the plan.

Asset Allocation Implementation Update

The asset allocation implementation update was presented showing that the initial implementation will be complete following the redemption from Troob Capital Management. The allocation will be fully implemented upon completion of the real estate and opportunistic credit searches.

Other Business

Mr. Tencick gave an update to the Board regarding the RFP for Actuary Services. Milliman and SageView Advisory Group were the only firms that responded. Mr. Tencick suggested having both firms come on-site for presentations.

**Opportunistic Credit Primer**

Mr. Tencick presented an Opportunistic Credit Primer that introduced the Board to the opportunistic credit asset class.

**US Bank Pension Payment Transition**

Jim Tieken moved and Breean Beggs seconded the motion to transition to US Bank to process pension payments. The motion passed unanimously.

**Other Business**

There being no other business, the meeting adjourned at 2:34 p.m.

/s/

---

**Phillip Tencick, Retirement Director**