



# RETIREMENT BOARD MEETING AGENDA

Virtual Meeting – <https://meet.lync.com/fallschurch-fallschurchva/mdecelle/VFJ434JQ>  
Thursday, September 10, 2020 6:00 p.m.

**NOTICE:** The meeting for which this agenda has been posted will be held pursuant to and in compliance with the Virginia Freedom of Information Act, Section 2.2-3708.2 and state and local legislation adopted to allow for continued government operation during the COVID-19 declared emergency.

All participating members of Retirement Board will be present at this meeting through electronic means. All members of the public may view the meeting via this Skype for Business meeting link: <https://meet.lync.com/fallschurch-fallschurchva/mdecelle/VFJ434JQ>. Public comment and questions may be submitted to [mdecelle@fallschurchva.gov](mailto:mdecelle@fallschurchva.gov) until 6:30pm on September 10, 2020. All comments are provided, in full, to the members of the Retirement Board and comments received by the deadline will be summarized during the meeting.

**PLEASE NOTE:** This meeting will be conducted via Skype. If you do not already use Skype, you will be prompted to install it when clicking the meeting link, so please take some time ahead of the meeting to do so. If needed, there are short instructions to install the application following the meeting agenda. Please email [cmester@fallschurchva.gov](mailto:cmester@fallschurchva.gov) if you need assistance with installation. During the meeting, staff will likely not be available to assist with installation.

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1. Call To Order
2. Roll Call
3. Introductions  
(3 minutes) - *informational*
4. Petitions  
(time as required)
5. Review And Approval Of Draft Minutes  
Review and Approval of draft Minutes from May 14, 2020 meeting (3 minutes) - *action*

Documents:

[DRAFT RETIREMENT BOARD MEETING MINUTES FROM 2020-05-14\\_FOR APPROVAL.PDF](#)

6. Fiduciary Training- Segal Consulting  
(55 minutes) - *informational*
7. Second Quarter Of 2020 Investment Performance Review For The Basic And Police Pension Plans And OPEB  
Mary Nye of AndCo Consulting (20 minutes) - *informational*

Documents:

[INVESTMENT PERFORMANCE REVIEW - 2ND QUARTER 2020 - BASIC PLAN.PDF](#)  
[INVESTMENT PERFORMANCE REVIEW - 2ND QUARTER 2020 - POLICE PLAN.PDF](#)  
[INVESTMENT PERFORMANCE REVIEW - 2ND QUARTER 2020 - OPEB.PDF](#)

7.I. Review Of Investment Fees For Basic, Police And OPEB Plans

Documents:

[REVIEW OF INVESTMENT FEES - BASIC.PDF](#)  
[REVIEW OF INVESTMENT FEES - POLICE.PDF](#)  
[REVIEW OF INVESTMENT FEES - OPEB.PDF](#)

8. Codifying Demographic And Economic Valuation Assumptions/ Plan Amendment (10 minutes) - *informational (November action)*
9. Administrative Fee Methodology Follow Up/ Plan Amendment (15 minutes) - *informational (November action)*
10. Legal General Pension Plan Clarifications/ Plan Amendment (5 minutes ) - *informational (November action)*
11. Plan Administrator's Report  
Cindy Mester (10 minutes) - *informational*
  1. Administrative Quarterly Report- beneficiaries, training and administrative expenses - Attached
    1. Retirement Board Work Plan status - Attached
    2. *Retirement Purchase of Service In-house Tool- [hold]*
    3. *Insurance coverage renewal and premium costs [hold]*

Documents:

[ADMINISTRATIVE QUARTERLY REPORT\\_PERIOD 5-8-20 TO 9-3-20.PDF](#)  
[RETIREMENT BOARD 2020 WORK PLAN.PDF](#)

12. Staff And Public Participation Protocol  
*[hold possible in-person November discussion]*
13. Other Business Not On The Agenda  
(3 minutes)
14. Closed Session  
(15 minutes) - *action or schedule follow up meeting*
  - a. VA code Section 2.2-3711.A.16, for the discussion of medical and mental health records subject to the exclusion in subdivision 1 of section 2.2-3705.5, specifically the determination of a disability under the City's pension plan.
15. Adjournment  
Next Meeting scheduled for Thursday, November 12, 2020 (Location: COVID-19

emergency virtual or in-person Dogwood A&B)

**###**

### **Accessing Skype or Skype for Business – New Users**

#### **Accessing Skype – New Users**

- Smartphone: If you plan to view the meeting on a smartphone, access your preferred app store to download the “Skype” app. You will have to allow Skype access to some features on your phone and accept their terms and conditions.
- PC/Windows: If you plan to view the meeting on a personal computer, visit [www.skype.com](http://www.skype.com) to download and install the program. You will have to allow Skype access to some features on your computer and accept their terms and conditions.

#### **After downloading Skype:**

- Click the advertised meeting link to join the Skype meeting.
- When the app opens, click ‘Join as Guest’ and enter your name. Click the blue arrow to continue.
- The meeting will start with your microphone and video features turned off. As an observer, you can view or listen to the meeting without these features. If you are a meeting participant, you should enable at least the microphone feature. Video is not required but may be useful. Depending on your role in the meeting, there may be restrictions on whether you can speak during the meeting.