

**CITY OF ATLANTA POLICE OFFICERS’
DEFINED BENEFIT PENSION
ADMINISTRATIVE COMMITTEE MEETING**

August 20, 2020
Webex Teleconference
12:00 P.M. – 1:00 P.M.

COMMITTEE MEMBERS PRESENT

Jeffrey Norman	DHR Commissioner, City of Atlanta
Youlanda Carr	Finance Department Designee, City of Atlanta
Rick “Bud” Light	Police, City of Atlanta
William “Bill” Boyd	Police, City of Atlanta
Ken Allen	Police, City of Atlanta

OTHERS PRESENT

Mike Shea	Zenith American Solutions
Inetta Worthy	Zenith American Solutions
Mary Shah	Strategic Benefit Advisors
Stephanie Atli	Strategic Benefit Advisors
Ed Emerson	Morris, Manning & Martin
Aaron Moody	Morris, Manning & Martin
Carl Christie	Law Department, City of Atlanta
Alicia Thompson	Law Department, City of Atlanta
Louis Amis	HR Designee, City of Atlanta

I. CALL TO ORDER

Chairman Rick ‘Bud’ Light called the teleconference meeting to order at 12:02 p.m. Mr. Light indicated that a quorum was present for the meeting.

II. ADOPTION OF THE AGENDA

A motion was made by Mr. Allen to accept the agenda as presented. This motion was seconded by Mr. Boyd and the motion carried unanimously.

III. MINUTES

The Committee Members reviewed the Minutes of the March 19, 2020 Police Officers’ Defined Benefit Administrative Committee Meeting, which were distributed in advance and reviewed by Counsel.

With no changes or modifications, a motion was made by Mr. Allen to approve the Minutes as presented and the motion was seconded by Mr. Boyd. The motion carried unanimously and the Minutes were approved.

**City of Atlanta Police Officers'
Defined Benefit Pension
Administrative Committee Meeting Minutes
August 20, 2020**

IV. INVESTMENT MANAGER REPORT

Chairman Light informed the Committee members that the Investment Manager Report was included in the meeting package for the Committee members who are not on the City of Atlanta Investment Board. Chairman Light asked the Committee members to let him know if there were any questions or concerns.

V. ADMINISTRATIVE MANAGERS' REPORT

Pension Applications

The Service Pension Applications for the months of April 2020, May 2020, July 2020, and August 2020 on the attached spreadsheets were presented to the Committee for approval. It was noted there were no Service Pension Applications for the month of June 2020.

Chairman Light informed the Committee members that on the August 2020 Service Pension Applications that Mr. Michael Lewis moved from one position and should have had his pay reduced but did not. Mr. Allen informed the Committee members that he has an issue with the City of Atlanta failing to reduce the pay of members when they should have been reduced.

Mr. Amis informed the Committee members that unfortunately his pay was not reduced. He informed the Committee members that Counsel would need to provide guidance on what can be done.

Mr. Emerson raised concerns to the Committee that this issue may be similar to two pension appeals that were received regarding overpayments that were made. The appeals will be heard next month at the Investment Board Meeting. Mr. Emerson informed the Committee that it needs to decide on a consistent treatment for these increased benefits when calculating the member's benefit. .

Mr. Boyd informed the Committee members that the two appeals are different than this issue. Mr. Emerson asked the Committee if the hazardous duty pay Mr. Lewis received would be considered part of pensionable earnings. Mr. Allen stated that the hazardous duty pay is an extra amount in addition to the set salary for the member's position, so it should not have pension contributions withheld. Mr. Emerson asked the Committee whether the pay is broken down into the set salary and the additional hazardous duty pay, and treated as separate components of pay.

Mr. Allen informed the Committee that they need to look at determining what needs to be considered as base salary and not a special pay that should be excluded for purposes of calculating benefits.

Chairman Light informed the Committee members that this issue must be fixed going forward. Mr. Allen recommended a list of who is currently in positions that would be affected. Mr. Amis

**City of Atlanta Police Officers'
Defined Benefit Pension
Administrative Committee Meeting Minutes
August 20, 2020**

recommended working with the HR Director to determine who may be affected and bring back to the Committee to discuss.

Mr. Norman informed the Committee members that HR does have a record of those individuals who are receiving hazardous or special pay. There are individuals who do change positions and the City of Atlanta has made changes to the Oracle system to capture those individuals who need to be changed. Mr. Norman advised the Committee members that open lines of communications need to be established between the Department and HR to ensure that pay is adjusted as needed in a timely manner.

A motion was made by Mr. Allen and seconded by Mr. Boyd to approve service pension application for the month of April 2020. The motion carried unanimously.

A motion was made by Mr. Allen and seconded by Mr. Boyd to approve service pension application for the months of May 2020. The motion carried unanimously.

A motion was made by Mr. Allen and seconded by Mr. Boyd to approve service pension application for the months of July 2020. The motion carried unanimously.

A motion was made by Mr. Boyd and seconded by Mr. Norman to approve service pension application for the months of August 2020. The motion carried; Mr. Allen deferred his vote regarding Mr. Lewis' application. Motion carried.

Disability Applications

The disability pensions for the month of April 2020 on the attached spreadsheet was presented to the Committee for approval. Chairman Light asked Mr. Shea if Mr. Wilson's disability documentation was available for the Committee members to review. Mr. Shea apologized to the Committee as he was not aware the disability documentation was required.

Mr. Shea informed the Committee members that he will have the documentation available for the next Committee meeting. Mr. Shea advised the Committee members that based on guidance from the City of Atlanta, due to COVID 19, Mr. Wilson is currently in pay status and if any changes are required, Mr. Wilson will need to be notified.

A motion was made by Mr. Allen and seconded by Mr. Boyd to table Mr. Wilson's disability approval until the next Committee meeting minutes.

**City of Atlanta Police Officers'
Defined Benefit Pension
Administrative Committee Meeting Minutes
August 20, 2020**

Beneficiary Applications

The Beneficiary Pension Applications for the month of May 2020, June 2020 and August 2020 on the attached spreadsheets were presented to the Committee for approval.

A motion was made by Mr. Boyd and seconded by Mr. Allen to approve beneficiary pension applications for the months of May 2020. The motion carried unanimously.

A motion was made by Mr. Allen and seconded by Mr. Boyd to approve beneficiary pension applications for the months of June 2020. The motion carried unanimously.

A motion was made by Mr. Boyd and seconded by Mr. Allen to approve beneficiary pension applications for the months of August 2020. The motion carried unanimously.

Lump Sum Applications

Chairman Light reported the Lump Sums paid for the month of April 2020 totaled \$106,919.61.
Chairman Light reported the Lump Sums paid for the month of May 2020 totaled \$182,243.37.
Chairman Light reported the Lump Sums paid for the month of June 2020 totaled \$107,894.17.
Chairman Light reported the Lump Sums paid for the month of July 2020 totaled \$180,328.33.
Chairman Light reported the Lump Sums paid for the month of August 2020 totaled \$209,502.74.

Financial Statement

Chairman Light advised the Committee members that Financial Statements for the months of February 2020 through June 2020 are included in the meeting packet.

Chairman Light informed the Committee members in lieu of reviewing all financial statements provided, he asked the Committee members if they had reviewed the financials and if they had any questions.

The Committee members informed Chairman Light there were no questions.

**City of Atlanta Police Officers'
Defined Benefit Pension
Administrative Committee Meeting Minutes
August 20, 2020**

Invoices for Approval

Chairman Light reviewed with the Committee members the invoices for April 2020 through August 2020.

Following a complete review of the disbursements, a ***motion was made by Mr. Allen and seconded by Mr. Boyd to approve the disbursements for the period of April 2020 through August 2020. This motion carried unanimously.***

Chairman Light asked Mr. Shea to verify that Mr. Jonathan Dawson, February 2020 check #50533, in the amount of \$87,586.00 has been taken care of. Mr. Shea informed the Committee members that he will report back at the next Committee meeting.

VI. ATTORNEY'S REPORT

Pension Death Benefit

Mr. Emerson advised the Committee members that Officer Lawrence's spouse is the named beneficiary for Officer Lawrence's benefit. Mr. Emerson advised the Committee that Mrs. Lawrence has been charged with Felony Murder in Officer Lawrence's death. At this time, there has not been a guilty plea or a conviction of Mrs. Lawrence in Officer Lawrence's death.

Mr. Emerson informed the Committee members in Georgia Law 47-1-24, there is a slayer statute that forgoes any benefits from a public retirement system if there is a guilty plea or judgement of guilt. Mr. Emerson advised the Committee members that he spoke with Mr. Christie and both agree that until an outcome of the case is determined the benefit should be withheld. Mr. Emerson informed the Committee that they will reach out to the prosecutor's office. Mr. Christie advised the Committee that he has informed the City of Atlanta Attorney of the case.

Mr. Emerson requested Zenith notify his office if an application is received.

Pension Overpayments

Mr. Emerson informed the Committee that his office had sent beneficiary overpayment letters to the estate of participants who received additional payments after their death. Mr. Emerson informed the Committee that they have not received many responses. Mr. Emerson recommended sending a second notice to all participants and requested Zenith provide an updated overpayment spreadsheet on the current status of all overpayments and reconciliation showing any repayments or installment payments Zenith has received.

**City of Atlanta Police Officers'
Defined Benefit Pension
Administrative Committee Meeting Minutes
August 20, 2020**

Mr. Emerson informed the Committee that he has three appeals that will be presented to the Investment Board at their next Board meeting. He advised the Committee that Major Hobbs, Mr. Glasgow and Mr. Sharpe have all appealed for various different reasons. Mr. Allen informed the Committee that Major Hobbs would be willing to move forward if the overpayment amount is waived. Mr. Emerson advised the Committee that all three will be presented at the next Investment Board meeting.

Fiduciary Liability Policy

Mr. Christie informed the Committee that the Investment Board recently reviewed quotes from Hudson. Mr. Christie was asked by the Investment Board to reach out to the broker regarding higher coverage limit amounts due to the low limits that were provided.

Mr. Christie informed the Committee that the Investment Board also asked him to verify if Cyber coverage is needed. Mr. Christie advised the Board that the Third Party Administrator does have Cyber coverage and the City of Atlanta Boards may not require Cyber coverage.

VII. OLD BUSINESS

Pension Overpayment were reviewed during the Attorney's report.

VIII. NEW BUSINESS

Transition Update

Chairman Light asked Strategic Benefit Administrators how the transition of Third Party Administrator Services is going. Ms. Shah advised the Board that they have been working with Zenith and don't have any concerns at this time. Ms. Shah informed the Committee that they will be issuing a requirements document for the Committee to review.

Chairman Light asked Ms. Shah to send out Strategic Benefit Administrators contact information to the Committee members. Ms. Shah advised the Committee members that she will send out contact information for her team.

IX. QUESTIONS AND COMMENTS FROM AUDIENCE

There were no questions and comments from the audience.

**City of Atlanta Police Officers'
Defined Benefit Pension
Administrative Committee Meeting Minutes
August 20, 2020**

X. DATE OF NEXT MEETING

The Committee agreed to hold the next meeting via teleconference on September 17, 2020 at 12:00 p.m.

XI. ADJOURNMENT

With there being no further business to be brought before the Committee at this time, *a motion was made by Mr. Allen and seconded by Mr. Boyd to call for adjournment at 1:08 p.m. This motion passed unanimously and the meeting was adjourned.*

Respectfully Submitted,

Richard 'Bud' Light, Chairman

These Minutes were adopted on _____, 2020.