

**CITY OF ATLANTA FIRE FIGHTERS’
DEFINED BENEFIT PENSION
ADMINISTRATIVE COMMITTEE MEETING
July 21, 2022
Atlanta City Hall, Committee Room 2
11:00 A.M. – 12:00 P.M.**

COMMITTEE MEMBERS PRESENT

Derek “Brent” Hullender	Chairman
Russell Sykes	Fire, City of Atlanta
Mohamed Balla	CFO, City of Atlanta
Jeffrey Norman	HR Commissioner, City of Atlanta

OTHERS PRESENT

Mary Shah	Strategic Benefits Advisors
Lori Pocock	Strategic Benefits Advisors
Ed Emerson	Morris, Manning & Martin
Eric Dec	Legal Department, City of Atlanta
Fumanya Johnson	Finance Department, City of Atlanta
Delisha Robinson	Finance Department, City of Atlanta
Beryl Taylor	Finance Department, City of Atlanta
Amanda Rouser	Pension Department, City of Atlanta
Rosie Woods	Pension Department, City of Atlanta
Shanteria Starr	HR Department, City of Atlanta
Joe Ebisa	Journalist, WithIntelligence

I. CALL TO ORDER

Chairman Derek ‘Brent’ Hullender called the meeting to order at 11:21 a.m. Chairman Hullender indicated that a quorum was present for the meeting. It was noted the meeting was being held both in-person and via Webex Teleconference.

II. ADOPTION OF THE AGENDA

A motion was made by Mr. Sykes to approve the Agenda as presented and the motion was seconded by Mr. Norman. The motion carried unanimously and the Agenda was approved.

III. MINUTES

The Committee Members reviewed the Minutes of the June 16, 2022 Fire Fighters’ Defined Benefit Administrative Committee Meeting, which were distributed in advance and reviewed by Counsel.

With there being no changes or modifications, a motion was made by Mr. Sykes to adopt the Minutes of the June 16, 2022 meeting as presented and the motion was seconded by Mr. Norman. The motion carried unanimously and the June Meeting Minutes were adopted.

IV. ADMINISTRATIVE MANAGERS' REPORT

Beneficiary Pension Applications

Ms. Shah presented three (3) Beneficiary Pension Applications to the Committee for approval.

A motion was made by Mr. Sykes and seconded by Mr. Balla to approve the three (3) Beneficiary Pension Applications on the attached spreadsheet for the meeting date of July 21, 2022. The motion carried unanimously and the Beneficiary Pension Applications were approved.

Lump Sum Applications

Ms. Shah presented three (3) Lump Sum Applications to the Committee for informational purposes.

Financial Statement

Ms. Shah presented the May 2022 unaudited financial statements prepared by SBA. Ms. Johnson stated that there were no material changes between the April and May financials. She also noted on the Comparison of Market Value page that the plan assets were up this month due to market fluctuations.

Invoices for Approval

Ms. Shah presented the invoices for approval and noted they had been reviewed and approved by the Finance team.

A motion was made by Mr. Sykes and seconded by Mr. Balla to approve the invoices in the packet for the meeting date of July 21, 2022. The motion carried unanimously and the invoices were approved.

With no further questions or discussion, the Administrative Managers' Report was concluded and accepted as informational.

V. ATTORNEYS' REPORT

Mr. Dec did not have anything to report.

Mr. Emerson reported that the Fire Plan's by-laws had been updated by the Investment Board to allow the Committee to meet every other month. The by-laws were also updated to refer to the newly adopted travel policy. Ms. Shah stated that SBA would route the updated by-laws and travel

policy to all Committee members. It was determined that the preference for the bi-monthly meetings was they would be scheduled on the same day as the Police Committee meetings and would be held on even numbered months.

Ms. Pocock asked the Committee to clarify the process for invoice payments on months when the Committee doesn’t meet.

Following discussion, a motion was made by Mr. Balla and seconded by Mr. Sykes to allow SBA to pay invoices reviewed and approved by the Finance team for months the Committee does not meet. Invoices will be formally approved by the Committee at the next meeting. The motion carried unanimously and the updated invoice payment policy was adopted.

Mr. Emerson reported that Zenith has hired outside counsel and he feels that a settlement offer will be coming soon, most likely before the next Investment Board meeting.

VI. NEW BUSINESS

Lunch-N-Learn Session

Ms. Shah stated that SBA held a Lunch-N-Learn session on July 12th for all employees in the pension plans. Mr. Norman stated that approximately 150 participants from all plans registered. Ms. Shah noted that the presentation included a demonstration of the online modeler as well as a question and answer session. She added that SBA is looking at conducting future on-site training sessions.

Election for Active and Retiree Representatives

Ms. Shah presented information about the upcoming election for the active and retiree representatives on this Committee. Terms expire at the end of this year for Mr. Mahle and Mr. Sykes. It was noted that Mr. Norman was voted as the Election Director by the Investment Board and that election information will be sent via email to active employees and via USPS for retirees. Information will also be posted on the website.

VII. OLD BUSINESS

Fire Pay Update

Ms. Shah stated that SBA is working with Jean Marie in the payroll department and Deloitte to ensure service is capped at 212 hours in a 28 day pay period. SBA has completed testing and the team is now working to update the payroll feed. Ms. Johnson added that the goal is to move the code to production today to be in place for the 8/13/2022 paycheck. Chairman Hullender asked if the online calculator could be updated to show the current vacation balance.

Hybrid Benefit Corrections

Ms. Shah presented an update on the corrections currently in process with SBA. All election forms for 75% J&S beneficiary coverage have been processed in time for the July check, as well as all COLA corrections that were needed.

VIII. QUESTIONS AND COMMENTS FROM AUDIENCE

There were no questions or comments from the audience.

IX. DATE OF NEXT MEETING

The next meeting is scheduled to be held on August 18, 2022 at 11:00 a.m. at City Hall in Committee Room 2.

X. ADJOURNMENT

There being no further business to be brought before the Committee at this time, the Committee meeting was adjourned at 11:39 a.m.

Respectfully Submitted,

Derek “Brent” Hullender, Chairman

These Minutes were adopted on _____, 2022.