

**CITY OF ATLANTA DEFINED BENEFIT  
ADMINISTRATIVE COMMITTEE  
GENERAL EMPLOYEES' PLAN  
MEETING**

August 11, 2022

Atlanta City Hall Committee Room 2

11:00 P.M. – 12:00 P.M.

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**COMMITTEE MEMBERS PRESENT**

**ALFRED BERRY JR.**

**ANGELA GREEN**

**JOE HOOD**

**QUENTIN HUTCHINS**

**BRYANT MITCHELL**

**YOULANDA CARR**

**Chairman**

**Retiree, City of Atlanta**

**Active, Atlanta Public Schools**

**Active, Atlanta Public Schools**

**Retiree, Atlanta Public Schools**

**CFO Designee**

**OTHERS PRESENT**

**MARY SHAH**

**LORI POCOCK**

**CHELSEA DEPERT**

**ED EMERSON**

**ERIC DEC**

**PAMELA GOINS**

**FUMNANYA JOHNSON**

**DELISHA ROBINSON**

**KAREN SUTTON**

**AMANDA ROUSER**

**ROSIE WOODS**

**LAVONIA MORRIS**

**GLORIA MACK**

**Strategic Benefits Advisors**

**Strategic Benefits Advisors**

**Morris, Manning & Martin**

**Morris, Manning & Martin**

**City of Atlanta Law Department**

**City of Atlanta Finance Department**

**City of Atlanta Pension Department**

**City of Atlanta Pension Department**

**I. CALL TO ORDER**

Chairman Berry called the meeting to order at 11:04 a.m. and noted a quorum was present for the meeting. It was noted the meeting was being held both in-person and by Webex Teleconference.

**II. ADOPTION OF THE AGENDA**

There were no changes to the agenda.

**A motion was made by Ms. Green and seconded by Mr. Hutchins to approve the Agenda. The motion carried unanimously and the Agenda was approved.**

**III. MINUTES**

The Committee Members reviewed the Minutes of the July 20, 2022 General Employees' Defined Benefit Administrative Committee Meeting, which were distributed in advance.

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Chairman Berry noted the charges for the Lunch and Learn and asked if that should have been charged to the City of Atlanta since the City is the Plan Sponsor. Ms. Shah stated that Commissioner Norman asked SBA to pay the lunch bill. Chairman Berry asked that in the future, SBA ask the Administrative Committees prior to paying for lunches from pension funds.

**Following discussion and review, a motion was made by Mr. Hutchins and seconded by Mr. Hood to adopt the Minutes as presented. The motion carried and the Minutes were adopted.**

**IV. ADMINISTRATIVE MANAGERS' REPORT**

**Pension Applications**

Service Pension Applications

The Committee reviewed Service Pension Applications numbers 1 through 12 on the attached spreadsheet. Chairman Berry noted that Mr. Barksdale was .7 years away from 30 years of service. Ms. Shah reported that Mr. Barksdale actually terminated in 2021 with 28.6967 years of service and the additional service came from unused sick hours. He elected to start his benefit this month.

**Following discussion and review, a motion was made by Mr. Hutchins and seconded by Mr. Hood to approve Service Pension Applications Nos. 1-12 as listed on the attached spreadsheet dated August 11, 2022. The motion carried unanimously and the Service Pension Applications were approved as presented.**

Disability Pension Applications

The Committee reviewed Disability Pension Applications numbers 1 through 2 on the attached spreadsheet.

**Following this review, a motion was made by Ms. Green and seconded by Mr. Hutchins to approve Disability Pension Applications Nos. 1-2 as listed on the attached spreadsheet dated August 11, 2022. The motion carried unanimously and the Disability Pension Applications were approved.**

Beneficiary Applications

The Committee reviewed Beneficiary Applications numbers 1 through 6 on the attached spreadsheet. Ms. Shah noted that Michael Teasley's benefit will actually be split between Sherri Teasley, his spouse, and Kaytlin Teasley, a minor child from a prior marriage. Each will receive \$123.93 per month until the child ages out when the entire benefit will be given to his spouse.

**Following this review, a motion was made by Mr. Hutchins and seconded by Mr. Hood to approve Beneficiary Applications Nos. 1-6 as listed on the attached spreadsheet dated August 11, 2022. The motion carried unanimously and the Beneficiary Applications were approved.**

Lump Sum Applications

The Committee reviewed Lump Sum Applications 1-12 as informational only.

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Ms. Lavonia Morris addressed the Committee about her request to be considered a beneficiary of Ned Rucker's pension benefit. She stated that while she and Mr. Rucker were together, he told her she was entitled to his pension and a portion of his insurance policy which was to be split between her and his sisters. She stated Mr. Rucker told his family they were married (common law marriage). Chairman Berry stated the City has a form that relates to common law domestic partners and added that if Mr. Rucker had not filled out this form and brought it to the City Pension Office, the City had no way to verify the claim. The City Council passed an ordinance that requires the certificate to be on file in order for a domestic partner to be considered a beneficiary for spousal benefits. Mr. Dec stated that common law marriage ended in 1996 and was no longer recognized by the City. The Domestic Partnership agreement allows a partner to be treated as a spouse for benefits with the City. He also stated he would review the City Ordinance and the Domestic Partner form to determine what evidence is required and if documentation could be provided showing the domestic partnership existed. Chairman Berry asked Ms. Morris to come to the September 8, 2022 meeting and to bring all documentation with her.

**Following this review, a motion was made by Mr. Hutchins and seconded by Mr. Hood to enter Executive Session to discuss Ms. Morris' request. The motion carried unanimously and the Committee entered Executive Session at 11:41 a.m.**

**A motion was made by Mr. Hutchins and seconded by Mr. Hood to exit Executive Session. The motion carried unanimously and the Committee exited Executive Session at 11:43 a.m.**

**Following Executive Session, a motion was made by Mr. Hutchins and seconded by Mr. Hood to table Ms. Morris' beneficiary application until further information was received. The motion carried unanimously and Ms. Morris' beneficiary application was tabled.**

Ms. Shah presented the case of John Covington who died 12/6/2020. Mr. Covington retired in 2006 and his retirement application listed his spouse as his only beneficiary. After Mr. Covington's death, the mother of Alexis Covington, a minor child, came forward to request a portion of the beneficiary benefit. Ms. Shah noted that on Alexis' birth certificate, John Covington is listed as the child's father and the child had been receiving child support from Mr. Covington, and then Mr. Covington's spouse after his death. Mr. Dec pointed out the minor child was born prior to Mr. Covington's beneficiary election in 2006, but he did not include the child as a beneficiary.

**Following discussion, a motion was made by Mr. Hutchins and seconded by Mr. Hood to deny the beneficiary request by Alexis Covington since she was not listed as a beneficiary on the retirement application. The motion carried unanimously and Alexis Covington's beneficiary request was denied.**

**Cash Financial Statement and Payables Listing Check Register**

Ms. Carr provided a high-level review of the financial statements and noted that there were no significant changes from May to June. She stated the decrease in employer contributions was due to June being the end of the fiscal year and the amount deposited was based on the amount needed to meet the annual required contribution. She also noted the investments will vary as the market goes up and down. Mr. Mitchell asked if the Investment Board reviews the fees of the Investment Managers and Chairman Berry stated that fees are negotiated based on the dollars invested in the fund. He also noted the Board always tries to keep fees as low as possible. Chairman Berry also commented that in 2020 and 2021 the fund had returns over 30% and the market is now in a correction period. The portfolio is well diversified to weather the market ups and downs.

Ms. Carr noted the invoice list has been reviewed and approved by the Finance department. Ms.

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Green questioned the actuary expense for Segal and Chairman Berry noted this was additional work Segal performed for the Experience Study that was approved by the Investment Board. Chairman Berry asked the Committee to vote separately on the SBA Special Projects invoice.

**A motion was made by Mr. Hutchins and seconded by Mr. Hood to approve the Payable Listing Check Register based on review and input from the Finance Department with the exception of the SBA Special Projects invoice of \$10,125.00. The motion carried and the Payable Listing was approved with the exception of the SBA Special Projects invoice. Ms. Green and Mr. Mitchell were opposed. The total amount approved was \$838,560.98 without the SBA invoice.**

**A motion was made by Mr. Hutchins and seconded by Mr. Hood to approve the SBA Special Projects invoice of \$10,125.00. The motion carried and the SBA Special Projects invoice was approved. Chairman Berry and Ms. Green were opposed and Mr. Mitchell abstained. Including the SBA invoice, the total amount approved to be paid was \$848,685.98.**

Ms. Shah brought a situation that recently happened to the Committee's attention. For one of the other pension funds, SBA received a change in direct deposit information for a retiree. The paperwork was filled out as if from the retiree and included the payee's social security number. However, this request was fraudulent and SBA was able to retrieve the funds from the changed account. SBA is looking at their policies to make sure everything possible is being done to protect retirees. Mr. Dec added that he is also involved with reviewing the process to tighten requests as much as possible to protect retirees.

Ms. Green asked about next steps to legally pursue those with large overpayments, such as Howard Bob. Mr. Dec stated the Committee would have to notify the authorities for any criminal action, but the Committee could also take civil action against the estate. The Investment Board should also be notified to determine the best course of action.

Ms. Green requested that Ms. Woods provide a comparison of the \$200 pension application fee between the 3 pension plans.

**V. ATTORNEY'S REPORT**

Ms. Deppert noted she will have an update on the Zenith Demand Letter under Old Business.

**VI. NEW BUSINESS**

There was no new business

**VII. OLD BUSINESS**

Summary Plan Description (SPD)

Ms. Shah noted SBA has drafted a 1-page summary of the plan provisions that has been used in the lunch and learn sessions. Chairman Berry noted the updated version of the SPD seems perplexing and difficult for the average employee to understand due to the number of different categories. He asked Mr. Dec to review the document and comment. Ms. Shah will route the updated SPD to the Committee members.

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Overpayment Reporting

Ms. Shah presented the list of overpayments that were appealed last year as well as their repayments. Ms. Green asked about the overpayment to Wylie Culpepper and Ms. Shah noted his beneficiary is repaying \$101.70 per month for the remainder of her life.

Summary of Uncashed Checks

Ms. Shah presented the list of uncashed pension checks. With regards to Mr. Strachan, SBA has been in contact with him and he is deliberately not cashing the checks as this time. She also noted SBA has attempted to contact everyone on the list. Chairman Berry asked if checks could be voided after a period of time, for example 90 days. Ms. Shah replied that even though the checks don't automatically stale date, the current process is to void checks after 180 days. Ms. Shah was sharing the list of uncashed checks greater than 180 days before voiding these checks. SBA will void any payments where there hasn't been contact with the payee. Ms. Shah will follow up with the committee on feasibility of having checks stale date.

Zenith Demand Letter

Ms. Deppert reported that Morris, Manning and Martin is in receipt of a settlement offer from Zenith and Mr. Sims from the Investment Board will be having a call on Friday with Zenith to discuss the offer.

**A motion was made by Mr. Hutchins and seconded by Mr. Hood to enter Executive Session to discuss the Zenith Settlement offer. The motion carried unanimously and the Committee entered Executive Session at 12:41 p.m.**

**A motion was made by Mr. Hutchins and seconded by Mr. Hood to exit Executive Session. The motion carried unanimously and the Committee exited Executive Session at 12:50 p.m.**

In Person Training

Ms. Shah stated she is working with Mr. Hutchins and APS to schedule times for in-person training on the pension plan and the on-line modeler. She has also reached out to the HR Business Partners to get recommendations of where and when to go on site for some of the other General Plan participants. Ms. Carr noted that a new HR Commissioner will be starting with the City on September 19<sup>th</sup>.

**VIII. QUESTIONS AND COMMENTS FROM AUDIENCE**

There were no questions from the audience.

**IX. DATE OF NEXT MEETING**

Chairman Berry informed the Committee members that the next meeting is scheduled for September 8, 2022 in person at City Hall in Committee Room 2.

**X. ADJOURNMENT**

There being no further business to be brought before the Committee at this time, Chairman Berry called for adjournment at 1:02 p.m.

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Respectfully Submitted,

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Alfred Berry, Jr., Chairman

These Minutes were adopted on September 8, 2022.