



DISTRICT OF COLUMBIA RETIREMENT BOARD (DCRB)

BOARD MEETING MINUTES

JANUARY 17, 2019

1:30 P.M.

MEMBERS PRESENT

Joseph W. Clark, Chair
Jan M. Adams
Joseph M. Bress
Mary A. Collins
Gary W. Hankins
Darrick O. Ross* (dialed in at 2 p.m.)
Edward C. Smith*
Thomas N. Tippet
Michael J. Warren
Lenda P. Washington
Bruno Fernandes, ex officio

* via telephone.

DCRB STAFF PRESENT

Sheila Morgan-Johnson
Erie Sampson
Anthony Shelborne
Joan Passerino
Jeffrey Barnette
Daniel Hernandez
Leslie King
Adina Dorch
Vernon Valentine
Deborah Reaves
Katie Schultz
Johniece Harris
Wukyanos Gebremeskel

MEMBERS NOT PRESENT

Lyle M. Blanchard

OTHERS PRESENT

Edward Bartholomew
Ralph Smith, Orion Development Group
Jennifer O'Dell, Labor International Union of
North America
Officer Gregory Pemberton, Active District
Police Officer

ROLL CALL

Chairman Clark called the meeting to order at 1:43 p.m., and Ms. Deborah Reaves called the roll.

APPROVAL OF MINUTES

Chairman Clark introduced a motion to approve the December 20, 2018, Board Meeting minutes.

Motion #1: To approve the minutes of the December 20, 2018, Board meeting.

The motion was moved by Trustee Hankins and properly seconded by Trustee Tippet. The motion was approved (9-0). (See Tally #1)

Chair Clark opened the meeting and recommended that, due to scheduling issues, certain items on the meeting's agenda be taken out of their usual order. He then recognized the Chair of the Audit Committee to provide the Audit Committee Report.

AUDIT COMMITTEE REPORT

Committee Chair Hankins stated that there was a Committee meeting that morning, and that the next meeting would be held on February 7, 2019. He then made the following motion:

Motion #2: To approve the FY 2018 Audit and preliminary audited financial statements.

The motion was moved by Trustee Clark and properly seconded by Trustee Tippet. The motion was approved (10-0). (*See Tally #3*)

LEGISLATIVE COMMITTEE REPORT

Chairman Clark noted that Committee Chair Blanchard was absent and tabled the report.

BENEFITS COMMITTEE REPORT

Committee Chair Collins reported that the Committee did not meet this month and, therefore, there was no report. She noted that the Committee is scheduled to meet on February 7, 2019.

OPERATIONS COMMITTEE REPORT

Chairman Clark indicated that there is no report, since there was no meeting this month.

INVESTMENT COMMITTEE REPORT

Committee Chair Warren reported that there was an Investment Committee meeting that morning, but that there were no action items to be voted upon.

EXECUTIVE DIRECTOR'S REPORT

Executive Director, Sheila Morgan-Johnson, referred Trustees to the written report and commented on the following topics:

Certification of District Contribution to Fund for Fiscal Year (FY) 2020

On January 3, 2019, letters were sent to Mayor Bowser and Council Members certifying the amount of the District's contribution to the Teachers' Retirement Fund and the Police Officers and Fire Fighters' Retirement Fund for FY 2020.

Retirement of Former Board Member and Executive Director

DCRB has been advised that Betty Ann Kane retired from the District Public Services Commission on December 18, 2018. Ms. Kane served on the Board from 1995 to 2002 and was DCRB's Executive Director when she left in November 2005.

Updated Fact Sheets

Fact Sheets for the total Fund, the Police/Fire Plan, and the Teachers' Plan have been updated, reflecting information in DCRB's FY 2018 financial statements and in the October 1, 2018 Actuarial Valuation Report.

Office of D.C. Pensions (ODCP) FY 2018 Annual Report

The FY 2018 Annual Report for ODCP is available for your information. ODCP received an unmodified audit opinion on its financial statements. The audit did not identify any matters involving internal controls and its operations that are considered material weaknesses or any instances of reportable noncompliance with any regulations and contracts tested.

Ms. Morgan-Johnson then introduced Mr. Ralph Smith, of the Orion Development Group, and indicated that he would provide Trustees with a presentation of the status of DCRB's Strategic Planning Project. She noted that the project began in August 2018, and that Mr. Smith's presentation would include information on the Project timeline, the Strategic Planning process, DCRB's mission and vision, the draft Strategy Map, a proposed Balanced Scorecard, potential initiatives, and next steps.

Strategic Planning Presentation

Mr. Smith began by reviewing the Strategic Planning Project timeline, beginning with the initial meetings with DCRB staff in August 2018, to the drafting of key initiatives by the Executive Leadership Team (ELT) and the identification of metrics for a Balanced Scorecard by the Implementation Team by year end. He provided the Board with an outline of Orion's strategic planning process, identified key vision components for 2023, and reviewed the strategic assessment, which produced approximately 250 S.W.O.T. (strengths, weaknesses, opportunities, and threats) items for the teams to work with.

Mr. Smith proceeded with a description of a generic strategic map, which he noted is constructed through a series of cause-and-effect cross-functional relationships. He then shared the Strategy Map that was developed by the teams, indicating that the Map begins on the foundation of executing the Board's vision, and culminates in delivering an "excellent plan participant experience." He indicated that achieving the end result includes a combination of strong investment performance, increased focus on relationship building with members and agencies, and process improvement. In addition, he stated that DCRB needs to ramp up capabilities in the fundamentals – metrics, processes, and staff development. He then commented on the identification of key initiatives, which describe the activities needed to achieve the objectives noted on the Strategy Map. He noted that the ELT is currently developing an execution plan for each of the "priority one" initiatives that have been identified.

Finally, Mr. Smith provided Trustees with the next steps, which include the ELT continuing to refine and prioritize initiatives, and the Implementation Team continuing to define metrics and collect data for the initial DCRB Balanced Scorecard. He indicated that the Project teams will have an update for the Board at its next meeting.

During the presentation and at its conclusion, there were discussions related to shortening the time for the distribution of initial benefit payments to annuitants, the timeframe for member surveys, IT resources, metrics, and staffing.

CHAIR'S COMMENTS

Chair Clark referred Trustees to his written report and commented on the following topics:

Welcome to New Active Police Officer Trustee

Chair Clark welcomed Gregory Pemberton to the meeting. As announced during the December Board meeting, Officer Pemberton was the winner of the 2018 Active Police Officer election. His term begins on January 28, 2019.

Special Active Teacher Election

As noted previously, the Special election for the Active Teacher seat on the Board was restarted on November 7, 2018. Election America, Inc., the Board's election official, certified the ballots for that election on January 16, 2019, and advised DCRB that the winner was Denise Daniels. They also provided DCRB's Executive Director with a detailed report on the results of the election, as well information on the ballots cast.

Chair Clark then made the following motion:

Motion #3: To convene the meeting in closed session to discuss personnel matters pursuant to D.C. Code § 2-575(b) (10), related to the appointment, employment, assignment, promotion, performance evaluation, compensation, discipline, demotion, removal, or resignation of government appointees, employees, or officials.

The motion was moved by Trustee Tippet and properly seconded by Trustee Bress. The motion was approved (10-0). (*See Tally #3*)

Motion #4: To resume open session.

The motion was moved by Trustee Hankins and properly seconded by Trustee Washington. The motion was approved (10-0). (*See Tally #4*)

Upon resuming open session, Chair Clark noted the completion of the 2018 special Active Teacher election and made the following motion to certify the results of the election:

Motion #5: To certify Denise Daniels as the winner of the 2018 Special Active Teacher election.

The motion was moved by Trustee Hankins and properly seconded by Trustee Collins. The motion was approved (8-0, with 1 abstention). (*See Tally #5*)

A notice of the election results will be published in the DC Register. Following the publication date, there is a 30-day period during which candidates may contest the results. Denise Daniels will begin serving out the remainder of the current term starting on January 28, 2019 (the term ends on January 27, 2021).

OTHER BUSINESS

None.

ADJOURNMENT

Chair Clark then introduced a motion to adjourn the meeting.

Motion #6: To adjourn the meeting at 3:08 p.m.

The motion was moved by Trustee Tippett and properly seconded by Trustee Collins. The motion was approved (9-0). (See Tally #6)

**DISTRICT OF COLUMBIA RETIREMENT BOARD
RECORD OF OFFICIAL BOARD ACTIONS**

Tally #1:		Date: January 17, 2019			
To approve the minutes of the December 20, 2018, Board meeting.					
Members	Aye	Nay/ Oppose	No Vote/ Abstain	No Vote/ Recuse	Absent
Clark, Joseph W., Chair	√				
Adams, Janice M.	√				
Blanchard, Lyle					√
Bress, Joseph M.	√				
Collins, Mary A.	√				
Hankins, Gary W.	√				
Ross, Darrick O.					√
Smith, Edward C.	√				
Tippett, Thomas N.	√				
Warren, Michael J.	√				
Washington, Lenda P.	√				

Tally #2:		Date: January 17, 2019			
To approve the results of the FY 2018 Audit and preliminary audited financial statements.					
Members	Aye	Nay/ Oppose	No Vote/ Abstain	No Vote/ Recuse	Absent
Clark, Joseph W., Chair	√				
Adams, Janice M.	√				
Blanchard, Lyle					√
Bress, Joseph M.	√				
Collins, Mary A.	√				
Hankins, Gary W.	√				
Ross, Darrick O.	√				
Smith, Edward C.	√				
Tippett, Thomas N.	√				
Warren, Michael J.	√				
Washington, Lenda P.	√				

Tally #3:		Date: January 17, 2019			
To convene the meeting in closed session to discuss personnel matters pursuant to D.C. Code § 2-575(b)(10), related to the appointment, employment, assignment, promotion, performance evaluation, compensation, discipline, demotion, removal, or resignation of government appointees, employees, or officials.					
Members	Aye	Nay/ Oppose	No Vote/ Abstain	No Vote/ Recuse	Absent
Clark, Joseph W., Chair	√				
Adams, Janice M.	√				
Blanchard, Lyle					√
Bress, Joseph M.	√				
Collins, Mary A.	√				
Hankins, Gary W.	√				
Ross, Darrick O.	√				
Smith, Edward C.	√				
Tippett, Thomas N.	√				
Warren, Michael J.	√				
Washington, Lenda P.	√				

Tally #4:		Date: January 17, 2019			
To return to open session.					
Members	Aye	Nay/ Oppose	No Vote/ Abstain	No Vote/ Recuse	Absent
Clark, Joseph W., Chair	√				
Adams, Janice M.	√				
Blanchard, Lyle					√
Bress, Joseph M.	√				
Collins, Mary A.	√				
Hankins, Gary W.	√				
Ross, Darrick O.	√				
Smith, Edward C.	√				
Tippett, Thomas N.	√				
Warren, Michael J.	√				
Washington, Lenda P.	√				

Tally #5:			Date: January 17, 2019		
To certify Denise Daniels as the winner of the 2018 Special Active Teacher election.					
Members	Aye	Nay/ Oppose	No Vote/ Abstain	No Vote/ Recuse	Absent
Clark, Joseph W., Chair	√				
Adams, Janice M.	√				
Blanchard, Lyle					√
Bress, Joseph M.			√		
Collins, Mary A.	√				
Hankins, Gary W.	√				
Ross, Darrick O.					√
Smith, Edward C.	√				
Tippett, Thomas N.	√				
Warren, Michael J.	√				
Washington, Lenda P.	√				

Tally #6:			Date: January 17, 2019		
To adjourn the meeting at 3:08 p.m.					
Members	Aye	Nay/ Oppose	No Vote/ Abstain	No Vote/ Recuse	Absent
Clark, Joseph W., Chair	√				
Adams, Janice M.	√				
Blanchard, Lyle					√
Bress, Joseph M.	√				
Collins, Mary A.	√				
Hankins, Gary W.	√				
Ross, Darrick O.					√
Smith, Edward C.	√				
Tippett, Thomas N.	√				
Warren, Michael J.	√				
Washington, Lenda P.	√				