



**DISTRICT OF COLUMBIA RETIREMENT BOARD (DCRB)
OPEN BOARD MEETING MINUTES
THURSDAY, February 17, 2022
1:00 P.M.**

MEMBERS PRESENT

Joseph W. Clark, Chair
Lyle M. Blanchard (joined at 1:08 p.m.)
Joseph M. Bress
Mary A. Collins
Geoffrey P. Grambo
Danny C. Gregg
Tracy S. Harris
Nathan A. Saunders
Greggory Pemberton
Adam Weers
Carmen Pigler, Ex officio

MEMBER NOT PRESENT

DCRB STAFF PRESENT

Gianpiero “JP” Balestrieri, Executive Director
Betty Ann Kane
Ram Murthy
Patrick Sahn
Munetsi Musara
Daniel Hernandez
Vernon Valentine
Darrell Pressley
Leslie King
Lori Morgan
Rashelle Anderson
Paralee Armstrong
Wukyanos Gebremeskel
Johniece Harris, Board Liaison

OTHERS PRESENT

Gar Chung, Financial News

ROLL CALL

Chair Joseph Clark called the meeting to order at 1:06 p.m. and Ms. Johniece Harris called the roll.

APPROVAL OF MINUTES

Chair Clark introduced motions to approve the open session Board meeting minutes.

Motion #1: To approve the January 20, 2022, open session Board meeting minutes.

The motion was moved by Trustee Tracy Harris and properly seconded by Trustee Mary Collins. The motion was approved by unanimous vote (9-0). *(See Tally #1)*

Tally #1			Date: February 17, 2022		
Motion #1: To approve the January 20, 2022, open session Board meeting minutes.					
Members	Aye	Nay/ Oppose	No Vote/ Abstain	No Vote/ Recuse	Absent
Clark, Joseph W., Chair	√				
Blanchard, Lyle M.	√				
Bress, Joseph M.	√				
Collins, Mary A.	√				
Grambo, Geoffrey P.			√		
Gregg, Danny C.	√				
Harris, Tracy S.	√				
Pemberton, Gregory J.	√				
Saunders, Nathan A.	√				
Weers, Adam	√				

CHAIR REPORT

Chair Clark stated that there is no written report. He then gave an oral presentation to the Trustees commenting on the following topics:

- The Trustee conference and training listing is available for viewing by Trustees in the Diligent Board book.
- Acknowledgement of everyone’s hard work in preparing and delivering the Actuarial Certification Letters to Chair of the Council, Chairman Phil Mendelson, and Mayor Muriel Bowser.
- Reappointment of Carmen Pigler, Ex-Officio representing the Chief Finance Office.
- Recognized the new leadership of Gianpiero “JP” Balestrieri, Executive Director, and staff with making great progress on several issues since his arrival in September 2021.

Chair Clark concluded his report and moved to the next item on the agenda.

EXECUTIVE DIRECTOR’S REPORT

Executive Director Balestrieri gave an oral presentation to the Trustees on the following topics:

- The Executive Director announced the full-time employees that were added and other agency activities since January Board meeting.
 - The Benefits Department has hired a Retirement Services Supervisor as of January 31, 2020, who was an internal Retirement Analyst; a Member Services Representative as of February 14; and a Senior Investment Strategist as of January 18. Also, an offer has been made to bring on a second Senior Investment Strategist.
 - The Procurement Office has been fully formed with new hires, Rashelle

Anderson, as Supervisor Contracting Officer, and a Contract Specialist who be joining the agency on February 28.

Munetsi Musara, Chief Financial Officer, welcomed Ms. Anderson, whom he stated brings a strong background of procurement experience to DCRB and will be a great asset to the Finance team. Rashelle Anderson introduced herself to the Trustees and stated she looks forward to partnering with everyone to ensure the execution of procurement and moving DCRB's mission forward.

Trustee Blanchard asked Ms. Anderson where she worked prior to joining DCRB. Ms. Anderson responded that she previously worked at the Office of Contracting and Procurement (OCP), while supporting Health and Human Services (HHS), and has 23 years of experience.

- DCRB is ahead of schedule on the Annual Financial Report that is due March 31. The report should be sent to WatsonRice within the next couple of weeks.
- Signed off on behalf of DCRB as a signatory member of ILPA, supporting legislation that seeks the FCC rule making action, to require quarterly fees and expense reporting by private fund advisors. DCRB has drafted a Request for Proposal (RFP) for a vendor to provide investment fee validation and tracking services. The purpose is to have a tracking system for direct and indirect public and private manager fees, expenses, terms, and conditions, and increase transparency on a timely and periodic basis. The RFP is expected to be issued in the 2nd quarter of 2022.

Trustee Saunders asked why is there no written Executive Director's report provided? Mr. Balestrieri responded that his oral report is reflected in the Board meeting minutes. Trustee Collins stated that prior practice dictates that a written report should be given by the Chair of the Board and the Executive Director. Chair Clark added the record would reflect that the Board should receive an Executive Summary of the Executive Director's report. Mr. Balestrieri noted that he puts together a report at least seven days prior to the meeting of everything his team has worked on up onto the day of the Board meeting, to ensure a full status report is provided. Trustee Collins responded that it serves the Trustees better to have a written report in advance oppose to waiting for the minutes to be posted on the DCRB website. The Executive responded that he would provide an outline of the key items he will focus upon at each board meeting.

The Executive Director concluded his report and moved to the next item on the agenda.

INVESTMENT COMMITTEE REPORT

Committee Chair Bress stated that the Investment Committee did not meet on Thursday, February 17, 2022, so there is no report.

The next Investment Committee meeting will be held on March 17, 2022.

Chair Clark concluded the written report and moved to next item on the agenda.

OPERATIONS COMMITTEE REPORT

Committee Chair Nathan Saunders referred the Trustees to the written report provided in the Diligent Board book and noted there were no action items. He then highlighted several items in his report.

- Chair Saunders discussed the Committee's work on the proposed revisions to the agency's Procurement Rules which are directly aligned with the hiring of DCRB's new procurement position with the work through Betty Ann Kane and the Executive Director.
- The Supervisory Contract Specialist position vacated in August 2018 was filled as of February 17, 2022.
- Memorandums of Understanding (MOUs) with OCTO have been completed and DCRB's organizational chart was provided to trustees for review.

Committee Chair Saunders asked what the dotted line going from the Board to the General Counsel indicate on the organizational chart. Mr. Balestrieri responded that in the ordinary course of business the General Counsel reports to the Executive Director and provides legal services, advising to the agency as a whole and departments as internal clients on different legal issues, as it relates to contracts, procurement, RFP's, litigation matters, investments, finance, and other divisions. The dotted line coming from the Board to the General Counsel is to display that the General counsel, upon consultation, review and approval with the Executive Director, will inform and advise Trustees on corporate governance and fiduciary issues. The main objective is to assure the Trustees have the informed consent to exercise their fiduciary obligations to the agency.

Committee Chair Saunders responded that the dotted line and the organizational chart has some implications for the Trustees as well to ensure the relationships are reciprocal and making sure certain things are handled by General Counsel.

Committee Chair Saunders concluded his written report and moved to next item on the agenda.

AUDIT COMMITTEE REPORT

The Audit Committee met February 11, 2022. Chair Clark referred the Trustees to the written report provided in the Diligent Board book.

The next Audit Committee meeting will be held on March 11, 2022.

Chair Clark commended the finance team, Executive Director, and staff for all the work that has been done to close the financial books for last year.

Committee Chair Harris acknowledged the Executive Director, Mr. Munetsi, and his team for making the process seamless and flawless. Trustee Harris also commented on the organizing and structuring of the Finance Department to getting the procurement authority back and resolving outstanding issues.

Trustee Adam Weers stated he found all the materials presented in the Audit committee meeting very useful, especially the detailed presentation on the investment management fees.

Chair Clark concluded the written report and moved to the next item on the agenda.

BENEFITS COMMITTEE REPORT

Committee Chair Collins referred the Trustees to the written report provided in the Diligent Board book. She then highlighted several items in the report.

Committee Chair Collins stated that police and fire members hired before November 10, 1996 will receive the 7.0% COLA increase and those hired after November 10, 1996, will receive 3.0% COLA increase effective April 1, 2022. Teachers hired before November 1, 1996, will receive 7.8% and after November 10, 1996, will receive 3.0% COLA increase effective April 1, 2022. The COLA end-year calculations for Police and Fire are October 30, and Teachers' calculations are on December 31.

The self-service project is on track with the timeline given for participants to view information and make changes. Also, the benefit statement project is being well received by active personnel, participants, and beneficiaries. DCRB Pension Administrator Daniel Hernandez will provide a presentation on the Medicare Advantage program, which has very detailed information. There were three statistics presented over a three-year period on retirement, call center, and records. The Benefits Department is almost fully staffed with the help and support of the Operations team, Human Resources, and the Executive Director.

Committee Chair Collins concluded her written report and Trustees moved to next item on the agenda.

LEGISLATIVE COMMITTEE REPORT

Chair Clark stated there was no written report this month and asked Committee Chair Blanchard if he has any comments. Committee Chair Lyle Blanchard stated that the Performance Hearing is scheduled for Friday, February 25, from 10:30 a.m. – 3:00 p.m.

Betty Ann Kane stated that DCRB is scheduled to testify at the Budget Hearing on March 22, 2022.

Committee Chair Blanchard asked if a draft of the questions could be sent to review before the hearing. Mr. Balestrieri responded that a draft will be provided.

Committee Chair Blanchard concluded his written report and Trustees moved to next item on the agenda.

Chair Clark made the following motion to close the meeting at 2:00 p.m.

Motion #2: Pursuant to DC Code §2-575(B)(4)(A), to close the Board meeting to consult with an attorney for legal advice and preserve the attorney-client privilege.

The motion was moved by Trustee Geoffrey Grambo and properly seconded by Trustee Collins. The motion was approved by unanimous vote (10-0). (See Tally #2)

Tally #2		Date: February 17, 2022			
Motion #2: Pursuant to DC Code §2-575(B)(4)(A)), to close the Board meeting to consult with an attorney for legal advice and preserve the attorney-client privilege.					
Members	Aye	Nay/ Oppose	No Vote/ Abstain	No Vote/ Recuse	Absent
Clark, Joseph W., Chair	√				
Blanchard, Lyle M.	√				
Bress, Joseph M.	√				
Collins, Mary A.	√				
Grambo, Geoffrey P.	√				
Gregg, Danny C.	√				
Harris, Tracy S.	√				
Pemberton, Gregory J.	√				
Saunders, Nathan A.	√				
Weers, Adam	√				

[Redacted: minutes of the closed session are redacted, except for the Board elections.]

Chair Clark called for nominations to fill the Chair of the Board position.

Trustee Gregory Pemberton nominated Chair Clark; however, he declined the nomination.

Trustee Danny Gregg nominated Trustee Bress to fill the Chair of the Board position.

Trustee Nathan Saunders nominated himself to fill the Chair of the Board position.

Chair Clark introduced a motion to nominate Trustee Joseph Bress and Trustee Nathan Saunders to fill the position as Chair of the Board.

Motion #3: To close the nominations and add Trustee Joseph Bress and Trustee Nathan Saunders to the ballot as nominees for the position of Chair of the Board.

The motion was moved by Chair Clark and properly seconded by Trustee Tracy Harris. The motion was approved by unanimous vote (10-0). (See Tally #3)

Tally #3:		Date: February 17, 2022			
Motion #3: To close the nominations and add Trustee Joseph Bress and Trustee Nathan Saunders to the ballot as nominees for the position of Chair of the Board.					
Members	Aye	Nay/ Oppose	No Vote/ Abstain	No Vote/ Recuse	Absent

Clark, Joseph W., Chair	√				
Blanchard, Lyle M.	√				
Bress, Joseph M.	√				
Collins, Mary A.	√				
Grambo, Geoffrey P.	√				
Gregg, Danny C.	√				
Harris, Tracy S.	√				
Pemberton, Gregory J.	√				
Saunders, Nathan A.	√				
Weers, Adam	√				

Chair Clark called for nominations to fill the Vice-Chair/Secretary of the Board position.

Trustee Gregory Pemberton nominated Trustee Danny Gregg to fill the Vice-Chair/Secretary position.

Chair Clark introduced a motion to nominate Trustee Danny Gregg to fill the position as Vice-Chair/Secretary of the Board.

Motion #4: To close the nominations and add Trustee Danny Gregg to the ballot as a nominee for the position of Vice-Chair/Secretary of the Board.

The motion was moved by Chair Clark and properly seconded by Trustee Joseph Bress. The motion was approved by unanimous vote (10-0). *(See Tally #4)*

Tally #4:		Date: February 17, 2022			
Motion #4: To close the nominations and add Trustee Danny Gregg to the ballot as a nominee for the position of Vice-Chair/Secretary of the Board.					
Members	Aye	Nay/ Oppose	No Vote/ Abstain	No Vote/ Recuse	Absent
Clark, Joseph W., Chair	√				
Blanchard, Lyle M.	√				
Bress, Joseph M.	√				
Collins, Mary A.	√				
Grambo, Geoffrey P.	√				
Gregg, Danny C.	√				
Harris, Tracy S.	√				
Pemberton, Gregory J.	√				
Saunders, Nathan A.	√				
Weers, Adam	√				

Chair Clark called for nominations to fill the Treasurer/Audit Committee Chair of the Board position.

Trustee Danny Gregg nominated Trustee Tracy Harris to fill the Treasurer/Audit Committee

Chair position.

Chair Clark introduced a motion to nominate Trustee Tracy Harris to fill the position as Treasurer/Audit Committee Chair of the Board.

Motion #5: To close the nominations and add Trustee Tracy Harris to the ballot as a nominee for the position of Treasurer/Audit Committee Chair of the Board.

The motion was moved by Chair Clark and properly seconded by Trustee Bress. The motion was approved by unanimous vote. (10-0). (See Tally #5)

Tally #5:		Date: February 17, 2022			
Motion #5: To close the nominations and add Trustee Tracy Harris to the ballot as a nominee for the position of Treasurer/Audit Committee Chair of the Board.					
Members	Aye	Nay/ Oppose	No Vote/ Abstain	No Vote/ Recuse	Absent
Clark, Joseph W., Chair	√				
Blanchard, Lyle M.	√				
Bress, Joseph M.	√				
Collins, Mary A.	√				
Grambo, Geoffrey P.	√				
Gregg, Danny C.	√				
Harris, Tracy S.	√				
Pemberton, Gregory J.	√				
Saunders, Nathan A.	√				
Weers, Adam	√				

Chair Clark stated that the position of Treasurer will be received by Trustee Tracy Harris with 12 votes. The position of Vice-Chair will be received by Trustee Danny Gregg with 11 votes and the position of Chair of the Board will be received by Trustee Joseph Bress with 7 votes and Trustee Nathan Saunders 5 votes.

Trustee Mary Collins stated we don't have 12 members present only 11 members present.

Chair Clark asked Ms. Johniece Harris to verify how many members voted.

Trustee Geoffrey Grambo responded that he voted twice, once on the long form and once on the short form and that's where the 1 extra vote came from.

Trustee Nathan Saunders asked if 1 member voted twice, would that change the votes for Trustee Joseph Bress to receive 6 votes and Trustee Nathan Saunders to receive 6 votes?

Trustee Gregory Pemberton responded that the vote would be 6 to 5.

Chair Clark stated that he will be signing off on all requests to attend any travel/training.

Trustee Mary Collins reminded the Trustees to fill out the registration form to attend the CII conference. There is no registration fee.

Trustee Nathan Saunders asked that the record reflect an error occurred during the Board Officers Election voting process.

Chair Clark responded that the record should reflect that a total of 11 trustees voted, and it was concluded that the Chair of the Board position final vote was Trustee Joseph Bress with 6 votes and Trustee Nathan Saunders with 5 votes. The Vice-Chair/Secretary position, there was 11 votes casted and is consistent with the number of Trustees present and the Treasurer/Audit Committee Chair position, there were 11 votes cast and that is consistent with the number of Trustees present.

Trustee Harris extended her gratitude for everyone’s confidence in her and to vote in the CII Board elections, because she is on the ballot.

Trustee Collins stated that the Executive Director receives the ballot and casts the vote, there are 10 positions on the ballot and 9 positions need to be filled.

Closed Session: From 2:00 p.m. to 3:31 p.m.

Motion #6: To return to open session at 3:31 p.m.

The motion was moved by Trustee Geoffrey Grambo and properly seconded by Trustee Collins. The motion was unanimously approved (10-0). *(See Tally #6)*

Tally #6:			Date: February 17, 2022		
<u>Motion #6:</u> To return to open session at 3:31 p.m.					
Members	Aye	Nay/ Oppose	No Vote/ Abstain	No Vote/ Recuse	Absent
Clark, Joseph W., Chair	√				
Blanchard, Lyle M.	√				
Bress, Joseph M.	√				
Collins, Mary A.	√				
Grambo, Geoffrey P.	√				
Gregg, Danny C.	√				
Harris, Tracy S.	√				
Pemberton, Gregory J.	√				
Saunders, Nathan A.	√				
Weers, Adam	√				

There being no further business to come before the Board of Trustees, Chair Clark introduced a motion to adjourn the meeting.

Motion #7: To adjourn the meeting at 3:32 p.m.

The motion was moved by Trustee Adam Weers and properly seconded by Trustee y Harris.

The motion was unanimously approved (10-0). *(See Tally #7)*

Tally #7:			Date: February 17, 2022		
<u>Motion #7:</u> To adjourn the meeting at 3:32 p.m.					
Members	Aye	Nay/ Oppose	No Vote/ Abstain	No Vote/ Recuse	Absent
Clark, Joseph W., Chair	√				
Blanchard, Lyle M.	√				
Bress, Joseph M.	√				
Collins, Mary A.	√				
Grambo, Geoffrey P.	√				
Gregg, Danny C.	√				
Harris, Tracy S.	√				
Pemberton, Gregory J.	√				
Saunders, Nathan A.	√				
Weers, Adam	√				