

MINUTES
**SPECIAL MEETING OF THE BOARD OF TRUSTEES OF THE OKLAHOMA
MUNICIPAL RETIREMENT FUND AND THE CONTRACT COMMITTEE OF
OKLAHOMA MUNICIPAL RETIREMENT FUND**
February 28, 2020

1. Call To Order

The Contract Committee of the Oklahoma Municipal Retirement Fund met at Oklahoma Municipal Retirement Fund Offices, Oklahoma City, Oklahoma on February 28, 2020, at 8:34 a.m. with Contract Chair Reames presiding. On roll call the following members were present.

BOARD OF TRUSTEES PRESENT

Contract Committee: Melissa Reames, Deputy City Manager & Chief Financial Officer, City of Stillwater
Joe Don Dunham, City Manager, City of Alva
Timothy Rooney, City Manager, City of Mustang

OTHERS PRESENT

OMRF Staff: Jodi Cox, CEO/Director
Rhnea Stewart, Fund Accountant

NOTICE: The agenda for the February 28, 2020, meeting was posted in the Columbus Square, first floor by 8:30 a.m. on February 26, 2020, by Gloria Cudjoe.

Jodi S. Cox, Signed for Gloria Cudjoe
Signature

Contract Committee Chair Reames extended a welcome to all in attendance and called the meeting to order.

2. Review of Vendor Evaluations

Reames opened discussion with Committee members for any comments related to any of the four (4) vendor evaluations completed: Dean Actuaries, Voya Financial, Asset Consulting Group and Finley & Cook. General discussion and comments were made on the two (2) recordkeeping service providers. Instructions given to secure Voya's internal programming notes related to our customized programming and to explore industry best practices for policies, if any, for establishing contingency reserves. Committee agreed that the evaluations were well documented. Cox inquired if Committee would like an evaluation completed for Northern Trust and our legal advisors for the next year, noting that legal advisors are on retainer and could be viewed differently. Committee requested the process be started for Northern Trust as custodian of the Defined Benefit investments and benefit paying services.

Motion by Dunham, seconded by Rooney to recommend no vendor changes on the existing service providers of Dean Actuaries, Voya Financial, Asset Consulting Group and Finley & Cook to the OkMRF Board of Trustees.

Reames: Yes

Dunham: Yes

Rooney: Yes

3. Discuss and Develop Recommendation for Board Action Regarding Renewal of Liability and Crime Insurance Policies

Cox described the policy coverages. On the Fiduciary Liability policy issued by Federal Insurance Company, renewal terms and premium remained the same as previous year. The Crime policy with Travelers Casualty and Surety Company of America, reflects the same coverage as previous with an increase in social engineering coverage, new coverage related to telecommunication fraud, a slight increase in the aggregated deductible amount with a decrease of \$31 in the premium.

Motion made by Rooney, seconded by Dunham to recommend to the OkMRF Board of Trustees to accept the renewals of the Fiduciary Liability and Crime insurance policies.

Reames: Yes

Dunham: Yes

Rooney: Yes

4. Discuss and Develop Recommendation for Board Action Regarding Obtaining Additional Excess Fiduciary Liability Policy

Reames opened discussion on securing excess Fiduciary Liability coverage as an additional layer of protection. A second-tier policy seems prudent as the growth of assets has tripled in the past seventeen (17) years. General discussion ensued to fund this additional premium cost and new deductible with Travelers Casualty and Surety Company of America with current year budget or the next fiscal year. Cox presented budget numbers showing actual expenditures being lower than expected year-to-date expenditures. She further presented existing reserves and the unreserved balance.

Motion made by Rooney, seconded by Dunham to add an additional tier of \$10 million of Fiduciary Liability coverage with Travelers Casualty and Surety Company of America to procure this current fiscal year and establish a reserve in the Administrative account for the deductible of \$50,000.

Reames: Yes Dunham: Yes Rooney: Yes

5. **Discuss and Develop Recommendation for Board Action Regarding Annual Audit Engagement Letter**

Motion made by Dunham, seconded by Rooney to recommend to the OkMRF Board of Trustees that Chair and CEO sign engagement letter with Finley and Cook for the annual audit for 2020.

Reames: Yes Dunham: Yes Rooney: Yes

6. **Discuss and Develop Recommendation for Board Action Regarding GASB 68 Engagement Letters**

Motion made by Dunham, seconded by Rooney to recommend to the OkMRF Board of Trustees that Chair and CEO sign engagement letters with Finley and Cook for the GASB 68 annual audits for 2020.

Reames: Yes Dunham: Yes Rooney: Yes

7. **New Business**

Cox briefed the Committee on a new program Voya was offering to sponsoring organizations and employers to assist care givers/participants in finding solutions for their affected family members. Discussion ensued about the cost of the program and whether OkMRF should be a sponsor for this type of benefit. Consensus was this is not a type of benefit program that should be sponsored by OkMRF or expensed to the Fund.

Adjourn

With no further discussion, meeting adjourned at 9:06 a.m.

Melissa Reames, Contract Chair

Donna Doolen, Chair

Respectfully submitted by:

*Jodi's OKLA on behalf of
Melissa Reames*

Rhnea Stewart

Rhnea Stewart

