

KNOX COUNTY RETIREMENT AND PENSION BOARD

February 22, 2022

The Knox County Retirement and Pension Board met in regular session on Tuesday, February 22, 2022, at 3:00 P.M. in Room 640, City-County Building, Knoxville, Tennessee.

The following members were present: Chairman Chris Caldwell, Proxy for Mayor Jacobs, Commissioner Larsen Jay, Vice Chairman, Commissioner Randy Smith, Secretary, Commissioner Charles Busler, Commissioner Kyle Ward, Mr. Chris Simons, Ms. Janet Samar and Mr. Kevin Clark. Mr. Jim Snowden was absent.

Also present at the meeting were:

USI Consulting Group: Mr. Bob Cross, Ms. Brenda Trollope and Mr. Ralph Leeman

Legal Counsel: Mr. Bill Mason, Ms. Ashley Trotto and Ms. Stephanie Coleman

Retirement Staff: Ms. Jennifer Schroeder, Ms. Terri Chase, Mr. Zack Cole, and Ms. Savannah Russell

Nationwide: Mr. Allen Sheets, Mr. Nicholas Ziegenbusch and Mr. Don Regan

IN RE: CALL TO ORDER

Chairman Caldwell presided and called the meeting to order.

IN RE: AMENDMENTS TO AGENDA

Chairman Caldwell reported that there were agenda amendments to include applications to retire which were contained within the agendas passed out at the meeting.

IN RE: OATH OF OFFICE FOR NEW BOARD MEMBER

Legal counsel, Ms. Stephanie Coleman, swore in the new Board member Mr. Kevin Clark. Mr. Caldwell appointed the new committees, a listing of which is attached.

IN RE: APPROVAL OF MINUTES OF JANUARY 24, 2022 – SPECIAL CALLED

Chairman Caldwell presented the minutes for the special called board meeting held on January 24, 2022. Commissioner Busler made a motion to approve the minutes for January 24, 2022, as written. The motion was seconded by Commissioner Jay. All members present voted in favor. The motion passed unanimously.

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IN RE: APPLICATIONS FOR RETIREMENT – DEFINED CONTRIBUTION PLAN AND AUTHORIZATION OF CREDITED SERVICE BENEFIT BASED ON COMPLETED YEARS OF SERVICE

The following applications for retirement and the credited service benefit based upon completed years of credited service at the date of retirement, as provided in the Defined Contribution Plan, were

presented for consideration:

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CREDITED SERVICE</u>	<u>EFFECTIVE DATE</u>
Dorothy Bauguess	Schools	7 years 7 months	March 1, 2022
Gerald Berry	Health	15 years 6 months	March 1, 2022
Gary Coomer	Schools	6 years 6 months	March 1, 2022
William Deatherage	JuvClk	16 years 11 months	March 1, 2022
Diana Sweet	HR	20 years 7 months	March 1, 2022
Karen Whitney	Schools	15 years 8 months	March 1, 2022

A motion was made by Ms. Samar to approve the applications for retirement under the Defined Contribution Plan as presented and to authorize the Directed Custodian, Charles Schwab, to make disposition of the benefits upon certification from USI and to authorize the Trustee, State Street Bank, to make payment of the credited service benefit. The motion was seconded by Mr. Simons. All members present voted in favor. The motion passed unanimously.

IN RE: APPLICATIONS FOR RETIREMENT – UNIFORMED OFFICERS PENSION PLAN

The following applications for retirement, as provided in the Uniformed Officers Pension Plan, were presented for consideration:

<u>NAME</u>	<u>DEPARTMENT</u>	<u>CREDITED SERVICE</u>	<u>EFFECTIVE DATE</u>
Richard Merritt	Sheriff	29 years 5 months	March 1, 2022
Darrell Wheat	Sheriff	44 years 1 month	March 1, 2022

A motion was made by Commissioner Jay to approve the application for retirement under the Uniformed Officers Pension Plan as presented and to authorize Trustee, State Street Bank, to make payment of the monthly benefits. The motion was seconded by Ms. Samar. All members present voted in favor. The motion passed unanimously.

IN RE: REPORT OF EXECUTIVE DIRECTOR

- **Election Results** – Ms. Schroeder informed the Board that the online special election was held for an open County position on the Board on February 10th. There were 482 votes in total and the election winner was Mr. Kevin Clark.

IN RE: NATIONWIDE SMART ALLIANCE PROGRAM

Commissioner Smith gave a summary of the special called board meeting held on January 24, 2022.

After discussion, including comments from legal counsel, a motion was made by Commissioner Jay to approve the Nationwide Smart Alliance Program pending and subject to legal review and negotiation of associated contracts and final approval and execution of any and all required documentation by the Executive Director. The motion was seconded by Commissioner Smith. All members present voted in favor. The motion passed unanimously.

IN RE: REPORT OF INVESTMENT COMMITTEE

- **Recap of February 8th Meeting** – Commissioner Smith reviewed the meeting held on February 8th.
- **Monthly Rates of Return** – Commissioner Smith presented the rates of return for the Defined Contribution and Defined Benefit Plans and stated the overall rates of return are in line with respective markets.

IN RE: REPORT OF LEGAL COUNSEL

Ms. Coleman had no report.

Ms. Trotto reminded the Board of the SECURE Act which will require a few plan amendments by the end of 2024, to include changes for RMDs, distribution options, tax favored distributions and other housekeeping changes. She noted that the Document Committee would need to meet to discuss optional provisions.

IN RE: REPORT OF ACTUARY

Mr. Cross had no report.

IN RE: APPROVAL OF PAYMENT – STATEMENT OF ACCOUNTS

The following statement of accounts for professional services was presented for consideration and approval of payment, in accordance with agreements, audits and recommended for payment by Ms. Schroeder:

Invoices for FEB 2022 For FY 22 (Legal Invoices are approved for the previous Months Expense)	Fiscal 22 YTD Approved Invoices 01/31/2022	FEB Invoices For Approval	Fiscal 22 YTD Approved 2/28/2022	FY 22 Budget vs. Actual 2/28/2022
BENXL				Budget \$50,000.00
Invoice #		\$0.00		From FY21 \$50,000.00
				Expenses \$0.00
TOTAL BENXL	\$0.00	\$0.00	\$0.00	Remaining Budget \$100,000.00
KENNERLY, MONTGOMERY & FINLEY, P.C.				QDRO* \$2,000.00
Invoice # 224830		\$800.00		Rec'd from Particips \$2,550.00
				Expenses \$1,300.00
TOTAL KENNERLY, MONTGOMERY & FINLEY, P.C.	\$500.00	\$800.00	\$1,300.00	\$3,250.00
Owings, Wilson & Coleman				Budget \$100,000.00
Invoice #		\$0.00		
Invoice #		\$0.00		
Invoice # 9942M Knox County vs. Ethers	\$0.00	\$13,366.05		Expense -\$44,432.88
*** TOTAL OWINGS, WILSON & COLEMAN	\$31,066.83	\$13,366.05	\$44,432.88	Remaining Budget \$55,567.12
USI CONSULTING GROUP				Budget \$475,000.00
Invoice # 90063364		\$60,852.75		Expense -\$142,714.25
Invoice #				Remaining Budget \$332,285.75
TOTAL USI CONSULTING GROUP	\$81,861.50	\$60,852.75	\$142,714.25	
Invoices for FEB 2022 For FY 22	\$113,428.33	\$75,018.80	\$188,447.13	

***** Retainer not included in approved billings for the Board**

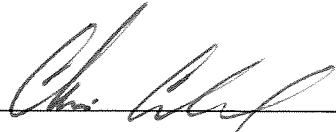
		Fiscal 22 YTD
Owings, Wilson & Coleman Retainer	\$4,000 per month	\$32,000.00
Kennerly Montgomery Retainer	\$12,000 per month	\$96,000.00
USI Quarterly Fee for DB Advisory Services	\$37,000 per quarter	\$111,000.00
Fees Received from QDRO* Participants	\$500 (DC Fee)	\$550.00
	\$2,000 (DB & UOPP Fee)	\$2,000.00

*QDRO fee is Paid to Retirement Office which offsets the legal fee

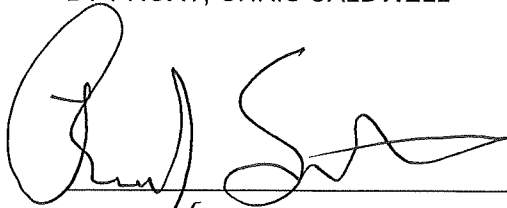
After review of the statement of accounts and invoices, a motion was made by Commissioner Jay that the Board authorize the payment indicated above to be paid from the designated Retirement Plans. The motion was seconded by Commissioner Busler. All members present voted in favor. The motion passed unanimously.

ADJOURNMENT

Chairman Caldwell asked if there was a motion to adjourn. Commissioner Busler made a motion to adjourn, which was seconded by Commissioner Ward, and the meeting was adjourned.



MAYOR GLENN JACOBS, CHAIRMAN
BY PROXY, CHRIS CALDWELL



COMMISSIONER RANDY SMITH, SECRETARY

Attachments:

- 1.) Oath of Office – Kevin Clark
- 2.) Committee List

OATH

Knox County Retirement and Pension Board

STATE OF TENNESSEE

COUNTY OF KNOX

I, Kevin Clark, having been elected to the Knox County Retirement and Pension Board, do solemnly swear that I will perform with fidelity the duties of a Board Member without prejudice, partiality or favor to the best of my skill and ability, so help me God.

Witness my hand this 22nd day of February 2022



Kevin Clark

Subscribed and sworn to before me
This 22nd day of February 2022



Legal Counsel

Knox County Retirement and Pension Board

KNOX COUNTY RETIREMENT & PENSION BOARD COMMITTEES

EXECUTIVE COMMITTEE

MAYOR GLENN JACOBS
CHAIRMAN
BY PROXY
MR. CHRIS CALDWELL

COMMISSIONER
LARSEN JAY
VICE-CHAIRMAN

COMMISSIONER
RANDY SMITH
SECRETARY

DISABILITY COMMITTEE

COMMISSIONER
LARSEN JAY
CHAIRMAN

COMMISSIONER
CHARLES BUSLER

MS. JANET SAMAR

MR. KEVIN CLARK

MR. CHRIS SIMONS

DOCUMENT COMMITTEE

MS. JANET SAMAR
CHAIRMAN

MR. CHRIS CALDWELL
PROXY FOR
MAYOR JACOBS

COMMISSIONER
KYLE WARD

MR. KEVIN CLARK

MR. JIM SNOWDEN

TRUST INVESTMENT & ACTUARIAL STUDY COMMITTEE

COMMISSIONER
RANDY SMITH
CHAIRMAN

MR. CHRIS CALDWELL
PROXY FOR
MAYOR JACOBS

COMMISSIONER
LARSEN JAY

MR. CHRIS SIMONS

MR. JIM SNOWDEN