

**RETIREMENT BENEFIT TRUST OF ST. MARY'S COUNTY (Friday, February 26, 2021)** Generated by Michelle Rance on Monday, March 1, 2021

**1. 9:32 am - CALL TO ORDER**

**2. ROLL CALL**

**Members present:**

Dr. Rebecca Bridgett, County Administrator  
Michael L. Hewitt, Commissioner Member  
Jeannett Cudmore, Chief Financial Officer  
Catherine Pratson, Human Resources Director  
Mary Ann Murray, Community Representative

**Others Present:**

Jody Quasney, Finance Deputy Director  
Kari Szabo and Timothy Barry, Bolton Partners  
Pat Wing, Marquette Associates  
Michelle Rance, Administrative Recorder

**A. Approval of the Agenda**

**Motion to approve the agenda for February 26, 2021**

Motion by Commissioner Michael L Hewitt, second by Jeannett Cudmore.

Final Resolution: Motion Carries

Yea: Mary Ann Murray, Commissioner Michael L Hewitt, Jeannett Cudmore, Dr Rebecca Bridgett, Catherine Pratson

**B. Approval of the Meeting Minutes for December 4, 2020**

**Motion to approve the meeting minutes for the December 4, 2020 meeting**

Motion by Catherine Pratson, second by Mary Ann Murray.

Final Resolution: Motion Carries

Yea: Mary Ann Murray, Commissioner Michael L Hewitt, Jeannett Cudmore, Dr Rebecca Bridgett, Catherine Pratson

**3. PRESENTATION**

**A. Bolton Partners Actuarial Valuation July 1, 2020**

Kari Szabo and Tim Barry, actuarial consultants from Bolton, presented an updated valuation on the plans funding as of July 1, 2020. Page seven of the July 1, 2020 OPEB Actuarial report outlines the Actuarial Determined Contribution (ADC) Reconciliation (assuming 80% funding for both FYE 2021 and FYE 2022) has increased from \$3,359,000 for FYE 2021 to \$4,062,000 for FYE 2022. This increase is due to the passage of time and unfavorable investment and claims experience. Bolton suggested that using a lower than 100% funding target could result in similar expected county cash flow.

Bolton also presented a draft OPEB Funding Report for FY22 and FY23 for review by the Board.

**A motion was made to present page 12 of Bolton's draft report to the Commissioners as a**

**revised methodology for funding OPEB in the budget process, with the understanding that when the Board approves the final report, particular numbers may be amended.**

Motion by Catherine Pratson, second by Mary Ann Murray.

Final Resolution: Motion Carries

Yea: Mary Ann Murray, Commissioner Michael L Hewitt, Jeannett Cudmore, Dr Rebecca Bridgett, Catherine Pratson

The Board also agreed to review the Draft report at next meeting to confirm that all assumptions are accurate before accepting the report as final.

## **B. Marquette Associates presenting Portfolio Update - Quarter Ending December 31, 2020**

Pat Wing presented the portfolio update. Discussed the general market changes for the quarter ending December 31, 2020.

### **Motion to accept the Portfolio Update for the quarter ending December 31, 2020**

Motion by Commissioner Michael L Hewitt, second by Jeannett Cudmore.

Final Resolution: Motion Carries

Yea: Mary Ann Murray, Commissioner Michael L Hewitt, Jeannett Cudmore, Dr Rebecca Bridgett, Catherine Pratson

Next, Pat presented a discussion package which outlined priorities, transition update, analysis of the equity and fixed income structure for the portfolio. Followed by recommendations for the portfolio. Marquette Associates is recommending the rebalancing of funds within the portfolio. As part of the rebalancing, select funds would be liquidated and new funds would be added to the portfolio, moving some funds from small-cap to mid-cap funds, as well as sourcing about \$500k from cash for this rebalancing.

### **Motion to approve the rebalancing proposal with the amendment for the Lord Abbett Short Duration Income from \$4M to \$3.5M and allocate about \$500K from cash equivalents.**

Motion by Commissioner Michael L Hewitt, second by Mary Ann Murray

Final Resolution: Motion Carries

Yea: Mary Ann Murray, Commissioner Michael L Hewitt, Jeannett Cudmore, Dr Rebecca Bridgett, Catherine Pratson

## **4. COMMITTEE REPORTS**

### **A. Plan Administrator's Report for February 26, 2021**

Jody Quasney presented the following:

- Capital Calls - Transfer of Funds since last meeting: **Transactions Totaling \$2,048,982.92**
- Administrative – Transfer of Funds since last meeting: **Transactions Totaling \$23,253**
- Future Meeting Calendar:
  - March 25, 2021
  - April 22, 2021
  - June 4, 2021
  - August 27, 2021

o December 3, 2021

**Motion to accept the Plan Administrator's Report for February 26, 2021**

Motion by Mary Ann Murray, second by Jeannett Cudmore.

Final Resolution: Motion Carries

Yea: Mary Ann Murray, Commissioner Michael L Hewitt, Jeannett Cudmore, Dr Rebecca Bridgett, Catherine Pratson

**5. NEW BUSINESS**

**A. Certificate of Appreciation - Mary Ann Murray**

**6. ADJOURN**

**A. Adjourn the meeting**

**Motion to adjourn the meeting**

Motion by Jeannett Cudmore, second by Mary Ann Murray.

Final Resolution: Motion Carries

Yea: Mary Ann Murray, Commissioner Michael L Hewitt, Jeannett Cudmore, Dr Rebecca Bridgett, Catherine Pratson

*Minutes approved by the OPEB Board on: March 25, 2021*