

**MINUTES OF THE
ADMINISTRATIVE/INVESTMENT BOARD MEETING
June 21, 2018, 1:30 p.m., Utah Retirement Office**

- Present:** Ms. Laura Houston, Board Vice-President
Mr. Ed Alter, Board Member
Mr. David Damschen, Board Member
Mr. Ryan Hessenthaler, Board Member
Mr. Bill Wallace, Board Member
- Excused:** Mr. Roger Donohoe, Board President
Ms. Sheri Nelson, Board Member
- Staff:** Mr. Jeff Allen, Shared Services Director
Mr. Dan Andersen, Executive Director
Mr. Ryan Ashcraft, Retirement Planning Director
Mr. Dave Bjarnason, Chief Compliance Officer, Investments
Ms. Lisa Chernov, Administrative Assistant, Investments
Mr. Bruce Cundick, Chief Investment Officer
Mr. Rob Dolphin, Finance Director
Ms. Liza Eves, Associate General Counsel
Ms. Heidie George, Sr. Compliance Officer, Investments
Mr. Dee Larsen, General Counsel
Ms. LuAnn Miskin, Administrative Assistant, Administration
Mr. Jason Morrow, Deputy Chief Investment Officer
Mr. Todd Rupp, Deputy Executive Director
Mr. Craig Stone, Defined Contribution Director
- Guests:** Mr. John Wald, Lighthouse Research & Development, Inc.
Mr. Mike Reid, CEM Benchmarking, Inc.

Call to Order

Vice-President Laura Houston called the meeting to order at 1:36 p.m. and welcomed Board members, staff, and guests.

Approval of Minutes

ACTION: Mr. Bill Wallace moved, seconded by Mr. Ed Alter, to approve the minutes of the May 10, 2018, Administrative Board Meeting. The motion passed unanimously, 5-0.

ACTION: Mr. Ryan Hessenthaler moved, seconded by Mr. David Damschen, to approve the minutes of the May 15, 2018, Audit/Risk Committee Meeting. The motion passed unanimously, 5-0.

ACTION: Mr. Ed Alter moved, seconded by Mr. Bill Wallace, to approve the minutes of the May 17, 2018, Investment Board Meeting. The motion passed unanimously, 5-0.

Lighthouse URS Satisfaction Survey Results

Mr. John Wald reviewed the 2018 URS Employer telephone survey results, including the following items:

- Background Information
- Communication with URS
- Website Usage
- URS Literature
- Understanding of URS Products
- Training and Employers Guide
- Final Thoughts

CEM Benchmarking DB Administrative Report

Mr. Mike Reid reviewed the URS Defined Benefit Pension Administration Benchmarking Results for the calendar year 2017 and indicated that URS is a low cost, high service provider within its peer group which is also a fairly low cost, high service peer group. Mr. Reid noted that the total service score increased to 84 over the previous four years due to improvements to the member website, call center, and pension inceptions.

Board Website Software Update

Mr. Jeff Allen gave an update on the progress of the new Board website software. He distributed three different sizes of iPads for the Board to look at to determine which would best meet their needs to access the new website. The iPads will be available for the Board members at the August 9, 2018, Administrative Board Meeting. They will then be able to set up one-on-one training with the website support staff. Both the old and new websites will be used for the two August Board Meetings. Any issues will be addressed at the September 27, 2018, Board Workshop.

New Employer – Big Plains Water and Sewer Special Service District

Mr. Dan Andersen reviewed the application for Big Plains Water and Sewer Special Service District to participate in the Public Employees' Retirement System. He reported that all eligibility requirements have been met and recommended approval of the application.

ACTION: Mr. Ed Alter moved, seconded by Mr. Ryan Hessenthaler, to approve Big Plains Water and Sewer Special Service District as a participating employer in the Public Employees' Retirement System. The motion passed unanimously, 5-0.

At 2:51 p.m., Mr. Bill Wallace moved, seconded by Mr. Ryan Hessenthaler, to move into Closed Session to discuss confidential fiduciary, investment, and legal matters. The motion passed unanimously, 5-0.

At 3:49 p.m., Mr. David Damschen moved, seconded by Mr. Bill Wallace, to move back into Open Session. The motion passed unanimously, 5-0.

Final Motions

Independent Auditor RFP

ACTION: Mr. Ryan Hessenthaler moved, seconded by Mr. Bill Wallace, to approve the hiring of Eide Bailly as the Independent Auditor to perform the URS, SOC 1, OPEB, and PEHP audits for the next five years with an option for up to an additional three years, subject to additional client reference checks. The motion passed unanimously, 5-0.

Variance Report

ACTION: Mr. Ryan Hessenthaler moved, seconded by Mr. David Damschen, to accept the Variance Report as of May 31, 2018, as presented. The motion passed unanimously, 5-0.

Order to Dismiss 15-27D

ACTION: Mr. David Damschen moved, seconded by Mr. Ed Alter, to approve the Order to Dismiss 15-27D as submitted by the Adjudicative Hearing Officer. The motion passed unanimously, 5-0.

At 3:51 p.m., Mr. David Damschen moved, seconded by Mr. Ryan Hessenthaler, to move into Executive Session to discuss fiduciary matters. The motion passed unanimously, 5-0.

The following were present:

- Board Members present
- Mr. Dan Andersen
- Mr. Todd Rupp
- Mr. Dee Larsen
- Ms. Liza Eves
- Mr. Craige Stone

Executive Session

Mr. Bill Wallace moved, seconded by Mr. Ryan Hessenthaler, to move back into Open Session. The motion passed unanimously, 5-0. The meeting resumed at 4:35 p.m.

Adjournment

Mr. Ryan Hessenthaler moved, seconded by Mr. Ed Alter, to adjourn the meeting. The motion passed unanimously, 5-0.

The meeting adjourned at 4:36 p.m.

Laura Houston, Board Vice-President

Daniel D. Andersen, Executive Director