

**MINUTES OF THE
ADMINISTRATIVE BOARD MEETING
May 10, 2018 – 3:00 p.m. – Utah Retirement Office**

Present: Mr. Roger Donohoe, Board President
Mr. Ed Alter, Board Member
Mr. Dave Damschen, Board Member
Ms. Laura Houston, Board Vice President
Ms. Sheri Nelson, Board Member
Mr. Bill Wallace, Board Member

Excused: Mr. Ryan Hessenthaler, Board Member

Staff: Mr. Dan Andersen, Executive Director
Mr. Dan Fannesbeck, Business Process Manager
Mr. Dee Larsen, General Counsel
Mr. Kim Kellersberger, Finance Director
Ms. LuAnn Miskin, Administrative Assistant
Mr. Todd Rupp, Deputy Executive Director

Guests: Mr. Brandon Brown, Deloitte & Touche, LLP
Mr. Peter Mann, Deloitte & Touche, LLP

Call to Order

President Roger Donohoe called the meeting to order at 3:03 p.m. and welcomed Board members, staff, and guests.

Teleconference and Webinar Presentation

Mr. Dan Fannesbeck gave a presentation on using the teleconference and webinar platform that will be used in future Board meetings to allow the Board members to participate remotely. He demonstrated how to prepare their laptops and log in to the webinar software.

Approval of Minutes

ACTION: Mr. Ed Alter moved, seconded by Mr. Bill Wallace, to approve the minutes of the April 12, 2018, Administrative Board Meeting. The motion passed unanimously, 6-0.

ACTION: Ms. Laura Houston moved, seconded by Ms. Sheri Nelson, to approve the minutes of the April 17, 2018, Board Insurance Committee Meeting. The motion passed unanimously, 6-0.

ACTION: Ms. Sheri Nelson moved, seconded by Mr. Bill Wallace, to approve the minutes of the April 19, 2018, Investment Board Meeting. The motion passed unanimously, 6-0.

New Employer – Stansbury Park Improvement District

Mr. Dan Andersen reviewed the application for Stansbury Park Improvement 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. David Damschen moved, seconded by Mr. Ed Alter, to approve Stansbury Park Improvement District as a participating employer in the Public Employees' Retirement System. The motion passed unanimously, 6-0.

Strategic Plan Long-Term Objectives

Mr. Dan Andersen reviewed the changes to the Strategic Plan Long-Term Objectives.

URS/PEHP Employee Medical/Rx and Dental Insurance Budget 2018-2019

Mr. Dan Andersen reviewed the URS/PEHP Employee Medical/Rx and Dental Insurance Budget for 2018-2019. The Medical/Rx will increase by 4.10%. The Dental will decrease by (2.89%). The total budget increase will be 3.68%.

ACTION: Mr. David Damschen moved, seconded by Ms. Laura Houston, to approve the 2018-2019 URS/PEHP Employee Medical/Rx and Dental Budget increase of 3.68%. The motion passed unanimously, 6-0.

Comprehensive Annual Financial Report (CAFR)

Mr. Kim Kellersberger reviewed the 2017 Comprehensive Annual Financial Report (CAFR) as follows:

- Systems and Plans Statistical Highlights
 - Defined Benefit Systems
 - Membership Information
 - Financial Information
 - Actuarial Information (GASB 67)
 - Actuarial Information (Funding)
 - Defined Contribution Plans
 - Membership Information
 - Financial Information
- Government Finance Officers Association, Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year 2016
- Public Pension Coordinating Council, Public Pension Standards Award for Funding and Administration 2016
- Table of Contents
- Introductory Section
 - Board President's Letter

- Retirement Board
 - URS Organization Chart
- Retirement System Highlights
- Financial Section
 - Independent Auditor's Report
 - Management's Discussion and Analysis
 - Basic Financial Statements
 - Statements of Changes in Fiduciary Net Position – Pension (and Other Employee Benefit) Trust Fund
 - Notes to Basic Financial Statements
- Required Supplementary Information
 - Schedule of Changes in the Employers' Net Pension Liability
 - Schedules of Employer Contributions
 - Schedules of Fiduciary Net Position – Pension Trust Fund by Division
- Investment Section
 - 10-Year Total Pension Investment Rates of Return
 - Comparative Investment Results
 - Defined Contribution Plans Comparative Annualized Rates of Return
- Statistical Section
 - Schedules of Active Members by Age and Gender
 - Schedules of Retirees by Age and Gender
- GASB 68 Schedules of Employer Allocation and Pension Reporting Section
 - Schedule of Employer Allocations and Pension Amounts

Utah Retirement Systems Employee Other Post-Employment Benefits (OPEB) Healthcare Plan Review

Mr. Kim Kellersberger reviewed the Utah Retirement Employees Post Employment Healthcare Plan, 2017 Comprehensive Annual Financial Report (CAFR), including the following:

- Statements of Plan Net Position
- Statements of Changes in Plan Net Position
- Schedule of Changes in the Employers' Net OPEB Liability

At 3:58 p.m., Mr. Bill Wallace moved, seconded by Mr. Ed Alter, to move into Closed Session to discuss confidential audit and financial information. The motion passed unanimously, 6-0.

At 4:28 p.m., Ms. Laura Houston moved, seconded by Mr. Bill Wallace, to move back into Open Session. The motion passed unanimously, 6-0.

Final Motions

Findings of Fact, Conclusions of Law, and Order 17-30R

ACTION: Ms. Sheri Nelson moved, seconded by Mr. Bill Wallace, to approve the Findings of Fact, Conclusions of Law, and Order 17-30R as submitted by the Adjudicative Hearing Officer. The motion passed unanimously, 6-0.

Order to Dismiss 17-06D

ACTION: Mr. David Damschen moved, seconded by Ms. Laura Houston, to approve the Order to Dismiss 17-06D as submitted by the Adjudicative Hearing Officer. The motion passed unanimously, 6-0.

Adjournment

Mr. David Damschen moved, seconded by Ms. Laura Houston, to adjourn the meeting. The motion passed unanimously, 6-0.

The meeting adjourned at 4:31 p.m.

Roger Donohoe, President

Daniel D. Andersen, Executive Director