

**MINUTES OF THE
WV CONSOLIDATED PUBLIC RETIREMENT BOARD
ACCOUNTING & INVESTMENT COMMITTEE
MEETING OF NOVEMBER 15, 2017**

A meeting of the West Virginia Consolidated Public Retirement Board's Accounting & Investment (A&I) Committee was held in the Consolidated Public Retirement Board's (CPRB) Legal Conference Room, 4101 MacCorkle Avenue, SE, Charleston, West Virginia. The meeting was called to order at 9:00 a.m. by Chairman Joseph Bunn.

Roll call was taken.

Committee Members present:

Joseph Bunn, Esquire, Chairman

Diana Stout, Esquire, *representing Treasurer John Perdue*

Cabinet Secretary John A. Myers

Mike McKown

Members absent were:

Jeffrey Vallet

Others present were:

Jeffrey E. Fleck, CPRB Executive Director

Terasa Miller, CPRB Deputy Director

Candi Kinslow, Executive Assistant

Paula Van Horn, CPRB TDC Manager

Caroline Brady, CPRB Employer Services Manager

Chrissy Courtney, CPRB IT Programmer Analyst

Denise Fortune, Empower Retirement, Client Relationship Director

Chris Meadows, Empower Retirement, Outreach Officer

Michael Burroughs, Advised Asset Group (AAG), *via telephone*

A quorum was present.

Due notice had been posted.

Item 1: Approval of the August 30, 2017 Meeting Minutes

Ms. Stout made a motion to approve the August 30, 2017 minutes of the Committee. The motion was seconded by Mr. McKown. The motion carried unanimously.

Item 2: TDC Quarterly Investment Review – 9/30/2017 (Michael Burroughs – Advised Asset Group)

Mr. Burroughs reviewed the Teachers' Defined Contribution (TDC) Quarterly Investments through September 30, 2017 and discussed the performance of the TDC funds with the Committee. Mr. Burroughs then reviewed the Large Cap Growth search results through September 30, 2017 and October 31, 2017. Ms. Stout announced we should continue to watch the Fidelity New Millennium Fund.

Item 3: Empower Staff Introduction – Denise Fortune

Chairman Bunn welcomed Denise Fortune with Empower Retirement. He announced Denise is the Client Relationship Manager with Empower and is taking the place of Eric Sanderson.

Denise Fortune announced that she looked forward to working with the CPRB. She announced that she is the primary point of contact and Relationship Manager for Empower's government clients in the Eastern region.

Item 4: TDC Outreach & Reality Investing Update - (Chris Meadows - Empower)

Mr. Meadows reported on the TDC Reality Investing Statistics and Outreach Meetings with the Committee. He reported there have been 85 meetings or consultations this year, with 996 TDC members attending or being counseled.

Mr. Meadows then reviewed the Reality Investing Statistics with the Committee.

Item 5: TDC Revenue Sharing Summary - Quarter ending 9-30-2017 – (Paula Vanhorn – CPRB)

Paula Vanhorn reviewed the TDC Revenue Sharing account information for the quarter ending September 30, 2017. Ms. Vanhorn announced the TDC Revenue Sharing started with a balance of \$560,777.64 as of July 1, 2017 and ended with a balance of \$427,404.28 on September 30, 2017.

Item 6: TDC Weighted Average Returns - Quarter ending 9-30-2017 (Paula Vanhorn – CPRB)

Ms. Vanhorn reviewed the TDC Weighted Average Returns for the quarter ending September 30, 2017 with the Committee. As of September 30, 2017, the TDC has \$485,530,624.00 in assets with a weighted average return of 13.80% and 4,369 participants.

Item 7: TDC Contributions Post COMPASS Go-Live

Deputy Director Terasa Miller reviewed the TDC contribution deposits after COMPASS Go-Live with the Committee. She stated there have been various issues with the timing of TDC deposits into TDC member accounts due to the transition to COMPASS. CPRB staff have held many one-on-one training sessions with the county Board offices trying to work out the issues of submitting the necessary information and contributions into COMPASS through the Department of Education's newly created WOW system. Projected TDC delinquency fees total around \$12,892.48. Staff proposes notifying all county Board of Educations that they will not be assessed a delinquency fee on all TDC reports and contributions so long as the report and contributions are remitted to CPRB by November 30, 2017. In addition, staff recommends the Committee authorize staff to move \$13,000 from the TDC Revenue Sharing account to the TDC Error Correction account so that the delinquency fees may be paid to TDC member accounts for the period in which contributions were delinquent.

Ms. Stout made a motion pursuant to the TDC error correction statute, WV Code §18-7B-21, \$13,000.00 be transferred from the TDC Revenue Sharing Account to the TDC Error Correction Account to reimburse TDC participants for delinquencies caused by their employers and CPRB. The motion was seconded by Mr. McKown. Discussion on the motion occurred. The motion carried unanimously.

Item 8: TDC Third Party Administrator Contract Extension

Executive Director Fleck reviewed the Empower contract with the Committee. He announced the contract ends this year on December 16, 2017. He recommended the Committee extend the Empower Contract for another year under the same terms and conditions.

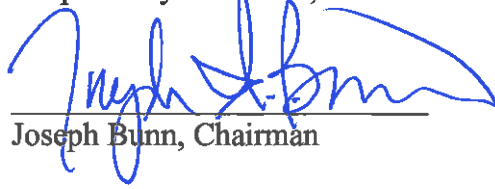
Cabinet Secretary Myers made a motion to extend the Empower contract for another year under the same terms and conditions. The motion was seconded by Mr. McKown. There was discussion on the motion. The motion carried unanimously.

Item 9: Other Business

Chairman Bunn asked if there was any other business to bring before the Committee. None was heard.


Chairman Bunn adjourned the November 15, 2017, Accounting & Investment (A&I) Committee Meeting at 9:59 a.m.

Respectfully submitted,



Handwritten signature of Joseph Bunn in blue ink, written over a horizontal line.

Joseph Bunn, Chairman



Handwritten signature of Jeffrey Fleck in blue ink, written over a horizontal line.

Jeffrey Fleck, Executive Director