

**MINUTES OF THE
WV CONSOLIDATED PUBLIC RETIREMENT BOARD
ACCOUNTING AND AUDIT COMMITTEE MEETING
OF OCTOBER 3, 2023**

A meeting of the West Virginia Consolidated Public Retirement Board Accounting and Audit Committee was held on Tuesday, October 3, 2023 at the Consolidated Public Retirement Board office at 601 57TH Street SE, Charleston, WV 25304. A meeting notice had been published.

Call to Order

The meeting was called to order at 2:33 p.m. by Jeff Waybright, Chairman

Roll Call

Members present:

Jeffrey Waybright, *representing Auditor John McCuskey (via telephome)*
Bill Barker
Brad Mankins (*joined at 2:40 pm via telephome*)
Mike McKown
Dominique Raneri (*via telephome*)
Jeffrey Vallet (*via telephome*)

A quorum was present.

Also present:

Jeffrey Fleck, CPRB Executive Director
Terasa Miller, CPRB Deputy Director
Kim Pauley, CPRB Executive Assistant
Elizabeth Cooper, CPRB Chief Financial Officer
Lealan Miller, Eide Bailly
MaryBeth Daubenspeck, Empower (*via telephome*)
Don Jurgens, Empower (*via telephome*)
Tina Baker, CPRB Internal Auditor
Paula Van Horn, CPRB TDC Manager (*via telephome*)

Item #1: Approval of the Accounting & Audit Committee Meeting Minutes.

Chairman Waybright stated that he would entertain a motion to approve the Accounting & Audit Committee meeting minutes of August 15, 2023.

Jeff Vallet made a motion to approve the minutes of the August 15, 2023 meeting of the

Accounting & Audit Committee. Bill Barker seconded the motion. The motion was adopted.

Item #2: Audit Results – June 2023 CPRB Financial Statements – Eide Bailly

Mr. Waybright recognized Lealan Miller with Eide Bailly who stated the reason for the meeting is to review the draft audit results of the 2023 financial statements which is due to the Finance Division by October 15, 2023. Mr. Miller stated that the audit went smoothly and is being finalized.

Mr. Miller said that the audit went very well, and he thanked Chief Financial Officer Elizabeth Cooper and her CPRB staff for their efforts.

Mr. Miller reported that he anticipates that the auditor's opinion will be a clean, unmodified opinion.

Deputy Director Miller commented that this will be taken before the full Board for approval. Ms. Miller thanked Lealan Miller for his efforts and praised Elizabeth Cooper and her staff for the dedication and hard work they put in to make this process go smoothly.

Chairman Waybright stated he would entertain a motion to recommended to the Board that it authorize management to release the draft Audited Financial Statements including the Independent Auditor's Report upon finalization, subject to any administrative changes needed to be made in connection with the final review by Eide Bailly.

Mike McKown made a motion that the Committee recommend to the Board that it authorize management to release the draft Audited Financial Statements including the Independent Auditor's Report upon finalization, subject to any administrative changes needed to be made in connection with the final review by Eide Bailly. Jeffrey Vallet seconded the motion. The motion was adopted.

Item #3: Town of Man Contributions

Mr. Waybright recognized Tina Baker, CPRB, Internal Auditor. Ms. Baker gave her report on The Town of Man Contributions. Ms. Baker explained to the committee that the CPRB Accounting Manager was concerned that the delay between when the Town of Man elected to participate in PERS and when they began submitting contributions might be a violation and sought clarification in case the issue was raised by the external auditors, as well as to ensure the fiduciary responsibility of CPRB.

The Internal Auditor reviewed relevant statute and imaged documents for the employer in WebX and interviewed Employer Reporting (ER) management concerning the situation. It is the opinion of the Internal Auditor that the delay between the Town of Man electing to become a contributing employer and

beginning to submit contributions is not a violation of any statute.

Ms. Baker recommends that the Employer Reporting section include in the Town of Man's imaged documentation the meeting minutes from November 2022 wherein it was decided to hold off on withholding contributions until January 2023 and a statement verifying that employees were offered and declined to purchase service credit from the date of effectiveness. Ms. Baker informed the Committee that everything has been taken care of.

She then offered to answer questions from the committee members.

Item #4: Proposed TDC Revenue Sharing Spend down options – Paula Vanhorn

Mr. Waybright recognized Paula Vanhorn, CPRB, TDC Manager to review the proposals for spend down for revenue sharing 2023 TDC Administrative account. Ms. Vanhorn reviewed each of the four options being presented to the Accounting & Audit Committee. She explained the process and how each option would affect the participants. Deputy Director Miller added that there is 1.3 million dollars in the TDC Revenue Sharing account, and she stated that we need to do something to get these funds back to the participants. Ms. Miller recommended that the committee approve one of the four options that Ms. Vanhorn reviewed. Ms. Miller mentioned to the committee that the Charter for this committee was amended to allow the Investment Committee to work on the replacement of these funds. After a lengthy discussion among the Committee members, they decided to begin using option A (Managed Accounts Fee Holiday).

Ms. Miller and Ms. Vanhorn offered to answer questions from the committee.

Mr. Vallet made a motion to approve option A -Managed Accounts Fee Holiday. Mr. Barker seconded the motion. The motion was adopted.

Item #5: Old Business

Mr. Waybright inquired as to old business. There was none.

Item #6: New Business

Mr. Waybright inquired as to new business. There was none.

Adjournment

Chairman Waybright stated that with no further business to come before the Committee, he would entertain a motion to adjourn.

Mike McKown made a motion to adjourn. Bill Barker seconded the motion. The motion was adopted.

The meeting adjourned at 3:30 pm.

Respectfully submitted,



Jeffrey Waybright, Chair



Jeffrey E. Fleck, Executive Director