



Seattle City Employees' Retirement System

Administrative Committee Meeting
Pacific Building, 720 3rd Avenue, Suite 900, Seattle, WA
(206) 386-1293

Minutes, Thursday, January 28, 2021

Due to the "Healthy Washington, Roadmap to Recovery" order issued by Governor Inslee, the meeting was held remotely.

AC Members Present: Robert Harvey, Jr. (Chair), Judith Blinder, Sherri Crawford, Bobby Humes

SCERS Staff Present: Jeff Davis, Paige Alderete, Nina Melencio

Call to Order

Robert Harvey, Jr., Chair, called the meeting to order at 2:01 pm

Public Comment

There was no public comment.

Minutes

Approved Minutes from the November 19, 2020 Administrative Committee.

Motion: Upon motion by Bobby Humes, seconded by Sherri Crawford, the Administrative Committee approved the minutes from the November 19, 2020 Administrative Committee meeting. The motion passed unanimously (4-0).

Review Investment Advisory Committee Charter

The Investment Advisory Committee Charter was revised to reflect the conversation IAC members had regarding succession planning. The intent of the revision is to take a more active stance in leveraging the networks of the IAC and for investment staff to identify candidates who would be a good fit.

Motion: Upon motion by Judith Blinder, seconded by Bobby Humes, the Administrative Committee recommended that the Board of Administration adopt the revised Investment Advisory Committee Charter. The motion passed unanimously (4-0).

Board Self-Evaluation

The committee reviewed the draft of the board self-evaluation document. The intent is to reflect the Board as a whole and not evaluate trustees as individuals.

Executive Director 2020 Evaluation Timeline

The timeline was reviewed by the committee for the Executive Director's 2020 evaluation.

SCERS Update

Paige Alderete provided an update on what is occurring in SCERS's operations which included the following:

- Staff closed the 2020 books and will be starting the audit and actuarial process with CliftonLarsonAllen and Milliman, respectively.
- The Member Self-Service Portal (MSS) roll-out is continuing and the 1099-Rs have been mailed.
- Staff are continuing to recalculate retiree benefits due to the 2019 retroactive pay that the City issued.

Mr. Harvey asked when the member satisfaction survey will be conducted for the MSS Portal. Ms. Alderete stated that the intention was to send out the survey the second half of 2021.

Adjourn Meeting

Motion: Upon motion by Bobby Humes, seconded by Sherri Crawford, the Administrative Committee voted to adjourn the meeting at 2:17 p.m. The motion passed unanimously (4-0).