

**Registrars of Voters Employees' Retirement System
Minutes of the Special Meeting of the Board of Trustees
November 14, 2017**

The special meeting of the Board of Trustees for the Registrars of Voters Employees' Retirement System was held at the Louisiana State Archives Building, located at 3851 Essen Lane in Baton Rouge, Louisiana.

I. Call to Order

Mr. Dennis DiMarco called the meeting to order at 12:59 p.m.

II. Invocation and Pledge of Allegiance

Ms. Debbie Waskom offered an invocation, and Ms. Lorraine Dees led the Pledge of Allegiance.

III. Roll Call

Ms. Lorraine Dees then called the roll. Board members present were: Mr. John Broussard, Ms. Billie Meyer, Ms. Charlene Menard, Mr. Dennis DiMarco, Ms. Debbie Waskom, Representative Barbara Carpenter, Ms. Sandra Moorer, Mr. Dwayne Wall and Mr. Kyle Ardooin (Designee of Tom Schedler, Secretary of State). Senator Barrow Peacock was absent. A quorum was present. Others present included: Ms. Lorraine Dees (System Director); Mr. Greg Curran and Ms. Sondra Bordelon (representing Actuary and Administrator, G. S. Curran & Company, Ltd.). In the audience were: Ms. Annie Smith (House Retirement Staff Attorney), Ms. Margaret Corley (Senate Retirement Staff Attorney), Mr. Robert Poche (Ascension ROV), Ms. Diane Weil (Ascension Chief Deputy), Ms. Beverly Ellison (Confidential Assistant Ascension Parish ROV), Ms. Lisa Medine (St. James ROV), Mr. Willie Johnson (Tangipahoa Chief Deputy), Mr. Brian Champagne (St. Charles ROV), Ms. Rita James (Winn ROV), Mr. Steve Raborn (East Baton Rouge ROV), Ms. Joni Ronsonet (St. Mary Chief Deputy), Ms. Lisa Revere (Confidential Assistant St. Tammany Parish ROV), and Ms. Shelly Bouvier (Confidential Assistant Jefferson Parish ROV).

IV. Public Comments

With no public comments, the Board moved onto the next agenda item.

V. Review and Approval of Minutes

Upon motion by Ms. Meyer and second by Mr. Ardooin, the Board voted unanimously to approve the minutes from October 27, 2017.

VI. Discussion and Action Related to Interviewing of Director Candidates

Mr. DiMarco confirmed that there were two candidates that applied for the Director position by the RFP deadline, and those individuals were to be interviewed at the current meeting. He stated that Ms. Dees received a late submission from a candidate. Ms. Dees stated she spoke with the System Attorney regarding this possible candidate and that individual could be interviewed at a later date if the Board elected to do so.

Mr. DiMarco stated that he knew the third candidate although he was unaware he was interested in applying for the position. He stated the third candidate was the former Finance Director of the Fire Fighters Union in New

Orleans. Mr. DiMarco shared with the Board that although the third candidate has an impressive resume, he has requested a salary of \$175,000 plus expenses and office rent.

Ms. Moorer asked about the possibility of appointing a Director from the members of a firm. Ms. Dees stated that when the System Attorney submitted a request for the Attorney General's opinion regarding this matter, the response received was that our law required a Director. Ms. Dees further stated that the System would have to go to legislature to change the statute to state Director and/or Third Party Administrator.

Ms. Ronsonet mentioned that she thought the deadline to apply for the Director position for ROVERS had ended. Mr. DiMarco agreed that the deadline had passed. Ms. Ronsonet then stated that she knew of another individual interested, however since the deadline had passed that person did not apply. Mr. DiMarco stated that the Board had the right to decide to interview other candidates if they thought it was in the best interest of the System and also could at a later date re-advertise the RFP.

VII. Counting of Ballots for Board of Trustee Election

Mr. DiMarco suggested that no Board member or Registrar should open or count the ballots; however anyone was welcome to observe the opening of the ballots or recount the ballots once the initial count was complete. Ms. Moorer stated that ROVERS law indicates that the Board members are the ones to count the ballots. Mr. DiMarco stated that he wants to have a fair election for both candidates, and therefore would like to have two individuals that are not Board members or Registrars to open and count the ballots.

Upon motion by Mr. Ardoine and second by Ms. Waskom, the Board voted nine to one, to have all ballots opened and counted by two individuals that were not Registrars and not members of the Board but allowing anyone interested to recount after initial counting was completed. The motion passed with only Ms. Moorer opposing the vote.

Mr. DiMarco confirmed that the final review of the ballots will be completed by the Board. He confirmed that both Ms. Bordelon and Mr. Curran from G. S. Curran & Company would open and count the ballots at the back of the meeting room. Ms. Waskom asked Mr. Poche and Ms. Meyer if they accepted Ms. Bordelon and Mr. Curran opening and counting ballots. Both Mr. Poche and Ms. Meyer stated they agreed with the process discussed.

Ms. Dees confirmed that ballots received were stamped with the date and time received and organized in large envelopes by date received. Also, she confirmed that three ballots were placed in a separate envelope because the ballots were either returned with the ballot envelope only instead of the return envelope required or returned after the deadline. Ms. Dees confirmed the deadline for returned ballots was October 6, 2017, and then brought the three ballots up to the Board members to be reviewed.

Upon motion by Ms. Waskom and second by Mr. Wall, the Board voted unanimously to reject the two ballots that were received after the deadline.

Upon motion by Ms. Waskom and second by Ms. Menard, the Board voted unanimously to reject the third ballot due to the fact that it was received in the ballot envelope only therefore making the sender unidentifiable.

Mr. DiMarco asked for the total count of valid ballots, and Ms. Dees confirmed that there were 171 submitted.

While Ms. Bordelon and Mr. Curran were opening and counting ballots with Ms. Ronsonet observing, Mr. DiMarco suggested that the interview of Director Candidates would begin.

VI. Discussion and Action Related to Interviewing of Director Candidates (Continued...)

First, the Board interviewed Ms. Kathy Bourque. Ms. Bourque stated that she was previously employed by Municipal Police Employees Retirement System (MPERS) for over thirty years where she held the position of Director for the last ten years. She stated that she currently resides in Gonzales, Louisiana. Ms. Bourque confirmed she is on vacation leave until April 1, 2018 and at that time she will complete DROP with MPERS. The members of the Board questioned Ms. Bourque regarding her professional experience, educational history, work skills, and salary requirements.

At the end of her interview, Ms. Meyer asked Ms. Bourque if she could send Ms. Dees a list of references. Ms. Bourque agreed to do so.

After discussion among the Board, it was determined that the System Attorney would need to answer several questions regarding the possible hiring of Ms. Bourque due to her current participation in the DROP program with MPERS.

Next, the Board interviewed Mr. John Montanio. Mr. Montanio stated he was employed by eQHealth Solutions where he holds the position of Chief Financial Officer since February of 2016. He stated that he currently resides in Baton Rouge, Louisiana. He confirmed that his current company was being outsourced, so he has begun searching for new employment opportunities. The members of the Board questioned Mr. Montanio regarding his professional experience, educational history, work skills and salary requirements.

Upon motion by Ms. Menard and second by Ms. Meyer, the Board voted unanimously to amend the agenda by moving ahead to agenda item IX and X.

IX. Discussion and Action Related to Director sending letter to ROVERS Association President regarding the findings from the Public Records Request & requesting a reponse by the January meeting

Ms. Dees stated that she had submitted records to the ROV Association Board beginning in May of 2017 and then received additional requests in July of 2017. Mr. DiMarco asked Ms. Dees if any material fraud or material misrepresentation had been discovered in the documents submitted. Ms. Dees confirmed that none had been discovered to her knowledge. Mr. DiMarco stated that the ROVERS Board should be notified immediately if any evidence were discovered that would require a change to any current procedures. Mr. DiMarco then asked Ms. Dees to submit a formal written request to the ROV Association Board for an update on their findings, if any, discovered in the wealth of material that was provided to them. Mr. Ardoin suggested that Ms. Dees work with the System Attorney on the written formal request to the ROV Association Board.

Upon motion by Ms. Menard and second by Ms. Waskom, the Board voted unanimously to authorize the System Director and System Attorney to draft a formal written request to be submitted to the ROV Association Board requesting a report of their findings from the Public Records Request made earlier this year.

X. Discussion and action related to date, time and location of next Board Meeting

After discussion among the Board and Mr. Curran, the next meeting was scheduled for Monday, December 11, 2017, at 1:00 p.m. at the Renaissance Hotel in Baton Rouge, LA.

Mr. DiMarco stopped the meeting for a break at 2:29 p.m.

The meeting resumed at 2:45 p.m.

VIII. Announcement of Results of Board of Trustee Election

Mr. DiMarco explained to the Board that there were nine ballots that were submitted with either having no ballot or no affidavit. He passed the submissions around so that all Board members could review each one. Ms. Waskom suggested that each Board member initial each envelope which would indicate that the submission was reviewed and rejected. Ms. Meyer recused herself from the procedure, since she was a candidate in the current election process.

Upon motion by Ms. Waskom and second by Ms. Menard, the Board voted unanimously to reject the nine ballots that either had no ballot in the envelope or no affidavit in the envelope. Ms. Meyer abstained from the motion.

Mr. DiMarco confirmed that individuals that could be identified with having invalid ballots would be notified that their votes were not counted.

After ballots were counted by Ms. Bordelon and Mr. Curran, Ms. Waskom and Representative Carpenter of the Board completed a second count of the results.

Mr. DiMarco announced that Mr. Poche had a total of 110 votes and Ms. Meyer had a total of 51 votes. Mr. Poche has been elected as the newest Board member effective January 1, 2018, and Ms. Meyer will complete her term effective December 31, 2017.

Mr. DiMarco stated the ballots would be maintained for record keeping purposes.

Upon Motion by Representative Carpenter and second by Ms. Menard, the Board voted unanimously to begin Executive Session regarding the discussion of Director Candidates at 3:04 p.m.

Upon motion by Mr. Ardoine and second by Ms. Waskom, the Board voted unanimously to end Executive Session and resume the meeting at 3:43 p.m.

Mr. DiMarco indicated that there were three issues discussed in Executive Session.

Upon motion by Mr. Broussard and second by Ms. Moorer, the Board voted unanimously to direct Ms. Dees to contact Duplantier, Hrapmann, Hogan & Maher, LLP, CPA's and G. S. Curran & Company to draft a proposed budget which should include the salary for a full time Director, a full time or part-time employee, costs for office space, and any additional operating expenses.

Upon motion by Mr. Broussard and second by Ms. Menard, the Board voted unanimously to suspend the search for an Executive Director for ROVERS pending further refinement of the proposed budget associated with operating a new office.

Upon motion by Mr. Broussard and second by Ms. Moorer, the Board voted unanimously to seek a legislator to sponsor a bill that would change the ROVERS statutes which currently require that the Board hire a “Director” to instead state “Director and/or Third Party Administrator.”

Mr. DiMarco asked Ms. Dees to send out a reminder to all members and retirees regarding their feedback pertaining to a possible ROVERS merger. He also stated that the results would be discussed at the December special meeting.

Next, Ms. Ronsonet addressed the Board stating that she has been a member of ROVERS for over 32 years and expressed that she has had many problems with the System. She explained that her issues began upon entering DROP. Ms. Ronsonet stated she asked Ms. Dees for a Post DROP estimate in 2016 in which she received an estimate of \$282 per month. She stated she then asked Ms. Dees for an additional estimate in September of 2017 and was given the amount of \$330 per month. Then, a week and a half later, Ms. Ronsonet stated she received another estimate from Ms. Dees and received an estimated monthly amount of approximately \$45. Ms. Ronsonet stated that she wanted to know the formula to calculate her own estimate but stated that no one had been willing to share that information with her.

Ms. Dees explained that Ms. Ronsonet went into DROP with thirty years of service which meant she received 100% of her Final Average Compensation (FAC). She then further explained that once Ms. Ronsonet left DROP, she could only accrue an additional benefit based on the increase in FAC. Ms. Dees stated that she should not have completed Ms. Ronsonet’s request for a Post DROP estimate, since her request was done only six months after entering DROP with little change in her salary.

After discussion among the Board, Mr. Curran explained the process of estimating a Post DROP calculation and the challenges involved in attempting to calculate a Post DROP benefit dependent upon Post DROP average salary. Mr. Curran confirmed that his actuarial contract does not cover estimates and that Ms. Dees as Director of the System provides estimates to its members.

Also, Mr. Curran reiterated that he works for the Board and anything outside of the normal contract would include an additional charge; however he stated that he would cap the cost at \$150.00 if the Board made the request. Mr. Curran explained that his results would be sent to the Board.

Upon motion by Mr. Wall and second by Ms. Moorer, the Board voted unanimously to authorize G. S. Curran & Company to calculate an estimate for Ms. Ronsonet in which she would pay the capped fee amount of \$150.00 to the ROVERS Board, and the ROVERS Board would then pay G. S. Curran & Company for the additional service.

XI. Adjourn

Upon motion by Mr. Ardoin and second by Ms. Menard, the Board voted unanimously to adjourn the meeting at 4:26 p.m.