

FREDERICK COUNTY EMPLOYEES RETIREMENT PLAN
FREDERICK COUNTY UNIFORMED EMPLOYEES RETIREMENT PLAN

JOINT MEETING OF THE RETIREMENT PLAN COMMITTEES

MEETING MINUTES

November 09, 2021

A joint meeting of the Retirement Plan Committees for the Frederick County Employees Retirement Plan (the “Employees Plan”) and the Frederick County Uniformed Employees Retirement Plan (the “Uniformed Employees Plan”) (jointly, the “Committees” and the “Plans”) was held on Tuesday, November 9, 2021 at 1:00 p.m. via a virtual Teams meeting. Present were the following members of the Committee:

1. Human Resources Director: Wayne C. Howard
2. Finance Director: Erin White
3. Retiree Representative: Michael Marschner
4. FOP 102 (Law Enforcement) Representative: Jeff Hyatt
5. FOP 102A (Corrections) Representative: Michael Bird
6. IAFF Representative: John Neary
7. Member at Large: Diane Fox
8. Member at Large: Michael Mills

Present at the meeting at the invitation of the Committee were Patrick Wing with Marquette Associates (“Marquette”); Ann Sturner and Jim Ritchie with Bolton; and Mary Claire Chesshire with Whiteford, Taylor, & Preston. Also present were Lori Depies, Robert Goff, Susan Keller, and Shanna Gibbons with Frederick County Government; and five Guests. Wayne Howard acted as Chair and Shanna Gibbons was Secretary of the meeting.

The Chair opened the meeting. Minutes from the October 12, 2021, meeting were reviewed and approved as is. Upon a motion duly made by Erin White and seconded by Michael Mills, this motion was unanimously passed. Jeff Hyatt and Michael Marschner abstained from this vote.

Patrick Wing from Marquette presented the *Frederick County, Maryland – Employee’s Retirement Plan Trust | Quarterly Performance Report dated October 8, 2021*. As of September 30, 2021, the value of the Plan’s assets was \$922.0 million. The Plan’s investment had a

loss of \$4.4 million and a quarterly return was -0.5% (net) versus the policy index of -0.3%. Positive attributions for the quarter were primarily from: outperformance by Geneva and Stephens and outperformance by PIMCO. Negative attribution for the quarter from: underperformance by most active US Equity Managers and Non-US equity structure. Segal, Bryant & Hamill ("Segal") has been removed from the Watch List.

Mr. Wing then presented the *Frederick County, Maryland – Pension | Asset Allocation dated November 8, 2021*. As of November 8, 2021, the value of the Plan's assets was \$975,555,317. Due to an overweight in US Equities, the following rebalancing recommendation was made: moving \$15 million from the Vanguard Institutional Index Fund Inst Plus Fund and split it between U.S. Fixed Income (\$12.5 million to Segal, Bryant & Hamill (Agg)) and Cash & Equivalents (\$2.5 million to Wilm. US Gov't Money Market Fund).

MOTION: The Committee agreed to the rebalance recommended by Marquette. Upon a motion duly made by Michael Mills and seconded by Diane Fox, this motion was unanimously passed.

The Committee then confirmed that they would like Marquette to lead another discussion regarding the Infrastructure Asset Class at the December meeting and anticipate voting, in January, on the possibility of adding Private Equity and/or Infrastructure to the portfolio.

Ann Sturner with Bolton confirmed that their COLA study would be complete within the next couple of weeks. Due to the small window of time for the Committee to discuss the study and make a recommendation to the County Executive, the Committee has decided to hold a Special Meeting.

MOTION: The Committee decided to hold a Special Meeting on Tuesday, November 30, 2021, to discuss the findings of the COLA study. Upon a motion duly made by Michael Marschner and seconded by Diane Fox, this motion was unanimously passed.

The floor was then given to Mary Claire Chesshire with Whiteford, Taylor, & Preston. Mrs. Chesshire provided an overview of the Maryland Open Meetings Act and mentioned that any members who may not have taken the Maryland Open Meetings Act Training, may want to do so. It was also encouraged to add time during the meeting for

Public Comment. The Committee was in agreement with this suggestion. This should be added to the agenda for each meeting.

The Chair then gave the floor to Michael Marschner to discuss how things are being communicated to retirees. Wayne Howard, Robert Goff and Shanna Gibbons clarified that meeting agenda and links for virtual meetings are posted the day prior to the meeting. The Retire Flyer (newsletter) was suspended during the pandemic but is anticipated to resume quarterly beginning January 2022. A private Facebook page has been created and is maintained by a retiree (Frederick County Government does not own or maintain this page). In addition, important matters are posted to the Frederick County Government Retiree Page (www.FrederickCountyMD.gov/retiree) and mailed to home addresses of our retirees.

The next Committee meeting will be a virtual meeting held on Tuesday, December 14, 2021, at 1:00pm via Microsoft Teams.

There being no further business, a motion was made to end the meeting by Michael Mills and seconded by Jeff Hyatt, this motion was unanimously passed and the meeting adjourned at 2:43 p.m.

Respectfully submitted,



Shanna Gibbons
Recording Secretary