



**Milwaukee County Employees' Retirement System (ERS)
November 02 , 2021 Governance Committee Meeting
MINUTES**

Call to Order

Governance Committee Chair Elena LaMendola called the Governance Committee meeting to order at 1:05 p.m. on Tuesday, November 02, 2021. The meeting was held virtually due to the COVID-19 pandemic.

Committee Members Present:

Nicole Best
Jeff Gollner
Elena LaMendola

Others Present:

Erika Bronikowski, Retirement Plan Services
Jessica Culotti, Reinhart Boerner Van Deuren
Judd Taback, Office of Corporation Counsel
Noukone Keovilaysone, Retirement Plan Services
Tina Lausier, Retirement Plan Services
Tasha Ford, Retirement Plan Services

Other Pension Board Members Present:

Rob Worzalla

Committee Members Not in Attendance:

Kessha Hobson
Himanshu Parikh

1. Topic: Chairperson's Report

Chairperson LaMendola welcomed everyone to the meeting. Chairperson LaMendola requested to review Item three, Board Portal before Item two, Board Effectiveness Assessment.

2. Topic: Board Portal

This item was taken out of order as requested by the Chair.

Ms. Bronikowski explained that Board portals are used for managing board operations and meeting logistics. Currently, RPS uses email and Outlook calendar for scheduling meetings, communicating with the trustees, and circulating meeting materials. Board portals can offer dedicated spaces for trustees to perform board work and enhance meetings and document retention.

The Pension Board engaged in discussions on board portals in the past but has not taken any action. Aside from a board portal, SharePoint or Legistar may be used to manage board materials. This was previously discussed in the context of the Board's Information Technology policies.

Ms. Bronikowski offered to research providers and bring three back for presentations at an upcoming Committee meeting. Based on the approximate costs, Ms. Bronikowski felt an informal competitive procurement of a board portal may be used and will not require a formal Request For Proposal.

Chairperson LaMendola recommended using a board portal to conduct Pension Board business. Beyond the concerns about open records and privacy, she noted that having everything in one place would be helpful.

Trustee Best felt it important to have a board portal citing confidentiality and separation of board materials from other emails and communication. She added that she is in favor of something that is cost effective and would stay current.

3. Topic: Board Effectiveness Assessment

This item was taken out of order as requested by the Chair.

This item was discussed in closed session. After returning to open session, a motion was made by Chairperson LaMendola, seconded by Trustee Gollner, to recommend to the Pension Board to hire Nasdaq to conduct a Board Effectiveness Assessment. The motion passed unanimously.

4. Topic: 2022 RPS Budget Kickoff

Mr. Bronikowski explained this item was originally on the Actuarial, Audit, and Risk Committee agenda but that meeting was cancelled so it has been added to this agenda to ensure the Board had an opportunity to review in advance of the final draft being submitted in December. Input from trustees will be incorporated into the draft budget and presented to the Actuarial, Audit, and Risk Committee as its next meeting. The goal is to have a final draft of the 2022 budget prepared for the Pension Board at its December meeting.

Ms. Bronikowski further explained that the 2022 budget was still being developed and was awaiting input from the County on budget items that are provided by the County such as salary amounts and rent costs. The 2022 budget has the same content as prior budgets but has been reorganized to clarify which items are paid directly from the tax levy and which are paid from the ERS Fund. She explained that the budget would be updated with the input from the County and any trustees and re-circulated to the Actuarial, Audit, and Risk Committee again in December for approval.

Ms. Lausier added that new accounting methods were implemented by the County last year that result in some of the administrative expenses, such as RPS employee salaries, being paid directly from the tax levy and not paid by the ERS Fund.

Ms. Bronikowski pointed out the budget item regarding the V3 system upgrade. The total cost of the upgrade project is \$2.1 million. Originally, it was expected that \$1.7 million would be paid in 2021 and \$400,000 would be paid in 2022. One milestone has been moved to 2022 and that is associated with \$700,000 of the cost. Therefore, the Committee will see that line item \$700,000 under budget in 2021.

5. Topic: Adjournment

The meeting adjourned at 1:50 p.m.