

# SC PUBLIC EMPLOYEE BENEFIT AUTHORITY- BOARD OF DIRECTORS

## Retirement Policy Committee- MINUTES [adopted 12/4/13]

202 Arbor Lake Drive, Columbia SC, Main Conference Room 2nd Floor

November 4, 2013, 11:00 A.M.

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### **Retirement Policy Committee Members Present:**

Mr. John Sowards, Chairman (in person)

Mr. Frank Fusco (in person)

Mr. Art Bjontegard (in person)

### **Others present for all or a portion of the meeting:**

David Avant, Lil Hayes, Stephen Van Camp, Travis Turner, Justin Werner, Matt Davis & Virginia Wetzel from the South Carolina Public Employee Benefit Authority (PEBA); and Donald Tudor, Wayne Pruitt, and Sam Griswald with the SC State Retirees Association.

## **AGENDA**

### **1. CALL TO ORDER; ADOPTION OF PROPOSED AGENDA**

Mr. Sowards called the meeting to order at 11:00 a.m. Ms. Hayes confirmed meeting notice compliance with the Freedom of Information Act. Mr. Fusco moved to adopt the proposed agenda. Mr. Sowards noted the motion was adopted by acclamation.

### **2. Approval of Meeting Minutes- October 7, 2013**

Mr. Sowards asked for amendments to the October 7, 2013 committee minutes. There being none, Mr. Sowards asked for a motion to approve the minutes. Mr. Fusco moved to approve the minutes. Mr. Sowards noted the motion was adopted by acclamation.

PEBA Interim Director David Avant suggested that the Retirement Policy Committee receive two standing reports from the Retirement Systems Investment Commission (RSIC) each year instead of quarterly reports. Mr. Sowards advised that he would like to revisit this topic during the December 2013 Committee meeting to finalize the frequency of standing reports from the RSIC.

### **3. ORP Plan Document Restatement [In notebook materials]**

Mr. Sowards referred to PEBA staff, Justin Werner to summarize the ORP Plan Document Restatement in preparation for Cycle C filings for IRS determinations in January 2014. Mr. Werner advised that the restatement was a joint recommendation from PEBA's legal counsel and outside legal consultant Ice Miller. Changes were technical in nature to comply with IRS regulations; reflect the creation of the Public Employee Benefit Authority as the administrator/trustee for the plan rather than the SC Retirement Systems; and to limit unnecessary cross references to Federal Law.

There was discussion regarding the recurring annual review of ORP and Deferred Compensations' Plan Document Restatements in preparation for Cycle C filings of IRS determinations. The Committee decided to annually review this information during the Fall of each year.

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### **Action:**

Mr. Sowards asked for a motion to recommend the ORP Plan Document Restatement to the PEBA Board. Mr. Fusco moved to approve and Mr. Sowards noted the motion was adopted by acclamation.

## **4. Old Business**

### [NAGDCA Best Practices Comparison to SC's Defined Contribution Plans](#)

[\[In notebook materials\]](#)

Mr. Sowards referred to PEBA staff, Matt Davis who summarized NAGDCA's Defined Contribution industry best practices in comparison to South Carolina's Defined Contribution Plans (ORP and Deferred Compensation). He advised that this document will now become a "Best Practices" dashboard for the Defined Contribution Unit that will be continually updated and reviewed by the Committee. Mr. Sowards directed PEBA staff to amend this document to include PEBA staff's recommendations to bring both defined contribution plans in line with NAGDCA's best practices. Staff is to present recommendations to the Committee during their December 2013 meeting. Staff was instructed to research the number of record-keepers in other States' Defined Contribution Plans.

### [Deferred Compensation Best Practice Recommendations by Segal Rogerscasey](#)

[\[In notebook materials\]](#)

Mr. Davis summarized Segal Rogerscasey memorandum addressing their previously recommended and current recommendations of best practices for the SC Deferred Compensation Plan. Mr. Sowards directed staff to add Segal Rogerscasey's new recommendations to the Defined Contribution "Best Practices" dashboard to be reviewed during the December 2013 Retirement Policy Committee Meeting.

## **5. New Business**

Mr. Sowards advised that the Retirement Policy Committee is currently not recommending any legislative changes surrounding the Defined Benefit or Defined Contribution Plans. Should future recommendations require legislative initiatives, the Committee will report to the Board those needed changes immediately.

## **6. Adjournment**

There being nothing further to discuss, Mr. Sowards requested a motion to adjourn. Mr. Fusco moved to adjourn and Mr. Sowards noted the motion was adopted by acclamation. The committee adjourned at 1:05 p.m.