

# RETIREMENT PLAN ADVISORY COMMITTEE

## AGENDA

May 29, 2019

8:30 AM

304 E. Grand River, Conference Room 4, Howell, MI 48843

Pages

1. **CALL MEETING TO ORDER**
2. **APPROVAL OF MINUTES** 2  
Minutes of Meeting Dated: March 8, 2019
3. **APPROVAL OF AGENDA**
4. **CALL TO THE PUBLIC**
5. **PLANTE MORAN FINANCIAL ADVISORS**
  - 5.1 **Plan Changes Recap**
  - 5.2 **Plan Overview**
  - 5.3 **Provider Considerations**
  - 5.4 **Industry Trends**
  - 5.5 **Fiduciary Training**
  - 5.6 **Other**
6. **NEW BUSINESS**
  - 6.1 **Schedule Next Meeting**
7. **ADJOURNMENT**

# RETIREMENT PLAN ADVISORY COMMITTEE

## MEETING MINUTES

March 8, 2019, 2:00 p.m.

304 E. Grand River, Conference Room 4, Howell, MI 48843

Members Present:

Carol Griffith, Jennifer Nash, Ken Hinton, Jennifer Palmbos, Cindy Catanach, Jeffrey Boyd, and Jennifer Slater

### 1. CALL MEETING TO ORDER

The meeting was called to order by Cindy Catanach at 2:03 p.m.

### 2. APPROVAL OF MINUTES

Minutes of Meeting dated: February 4, 2019

Motion to approve the minutes as presented.

**Moved by:** Carol S. Griffith

**Seconded by:** Jeffrey Boyd

Yes (7): Carol S. Griffith, Jennifer Nash, Ken Hinton, Jennifer Palmbos, Cindy Catanach, Jeffrey Boyd, and Jennifer Slater

**Motion Carried (7 to 0)**

### 3. APPROVAL OF AGENDA

Motion to approve the Agenda as presented.

**Moved by:** Carol S. Griffith

**Seconded by:** Jeffrey Boyd

Yes (7): Carol S. Griffith, Jennifer Nash, Ken Hinton, Jennifer Palmbos, Cindy Catanach, Jeffrey Boyd, and Jennifer Slater

**Motion Carried (7 to 0)**

### 4. CALL TO THE PUBLIC

None.

### 5. PLANTE MORAN FINANCIAL ADVISORS

Cindy turned the meeting over to Steven Gibson, PMFA.

Steven gave a brief report from the Finance Meeting presentation.

#### 5.1 Plan Document Review and Approval

Counsel is in the process of reviewing the document. Monday night is the Board's final vote for approval of the plan changes. Please confirm with PMFA if they need to be present Monday.

**5.2 Participant Education**

There will be group sessions and individual sessions. Participants may ask questions in either sessions. Sessions will be held at two locations: Judicial Center and East Complex. One group session over the course of two days and potentially a webinar will be made available.

**a. Draft Presentation**

Reviewed and discussed details of the presentation.

**b. Education Dates**

PMFA informed the members that we are waiting for confirmation from plan reps. Discussed potential dates for the week of April 1st and April 8th.

**5.3 Investment Policy Statement**

Reviewed, discussed, and made revisions to the draft Investment Policy Statement that defines the plan and how it should be operated.

**5.4 Other**

**a. Goals, Objectives, & Action Items**

No discussion.

**6. DISCUSSION**

**6.1 Schedule Next Meeting**

Monday, May 13 at 2:00 p.m.

**7. ADJOURNMENT**

Motion to adjourn the meeting at 3:20 p.m.

**Moved by:** Jennifer Palmbos

**Seconded by:** Carol S. Griffith

Yes (7): Carol S. Griffith, Jennifer Nash, Ken Hinton, Jennifer Palmbos, Cindy Catanach, Jeffrey Boyd, and Jennifer Slater

**Motion Carried (7 to 0)**

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Natalie Hunt, Recording Secretary