

**MINUTES FOR THE 1192<sup>nd</sup> BOARD MEETING STATE BOARD OF RETIREMENT****DATE:** May 25, 2017**TIME:** 10:07AM**PLACE:** One Winter Street – 8<sup>th</sup> Floor, Boston, MA

The meeting of the State Board of Retirement was called to order with Members present for all or part of the meeting: First Deputy Treasurer James MacDonald / Treasurer's Designee, Chair; Patricia Deal, Selected Member; Francis Valeri, Elected Member; Christopher Condon, Chosen Member.

Board staff present for all or part of the meeting were: Nicola Favorito, Deputy Treasurer/Executive Director; Melinda Troy, Senior Retirement Board Counsel; Candace Hodge, Associate Board Counsel; Kathryn Doty, Associate Board Counsel; Mohammed Ali, Finance Manager; Chanese Brown, Disability Manager; Theresa Kerrigan, Disability Retirement Case Counselor; Larissa Hopkins, Disability Case Counselor; Paula Daddona, Communications Manager; Diane Scott, Classification Coordinator; Alyce Smith, MARIS Systems Administrator; Jan Coen, Executive Assistant / Office Manager; Monica Bynoe, Training Coordinator.

Treasury staff present for all or part of the meeting were: Sarah Kim, Treasury General Counsel; Susan Anderson, Hearing Officer; Robin Healey, Treasury CIO; Joshua Fredette, MARIS Program Manager; Dan Truong, Treasury Communications.

Other parties in attendance for all or part of the meeting were: Satish Kumar, Linnea Solutions / Gartner; Manoj Punwani, Sagitec; Sgt. William Fitzmaurice, MSP.

*Mr. MacDonald announced in accordance with the Commonwealth's Open Meeting Law that any person may make a video or audio recording of an open session of a meeting of a public body, and he was obligated to inform attendees of any recording at the beginning of the meeting. He then asked that anyone present who is making any recording identify themselves as doing so. No person present indicated that he/she was making a recording.*

**MINUTES OF THE 1191<sup>st</sup> BOARD MEETING:** On a motion by Mr. Valeri and seconded by Ms. Deal the Board voted to approve the Regular and Executive Session Minutes of the 1191<sup>st</sup> Board Meeting, held on April 27, 2017.

**REPORT OF THE EXECUTIVE DIRECTOR****1. MARIS / Robert C. Minue Project Update - Monthly Project Status Report**

Mr. Fredette updated the Board on the progress of the deferred functionality the Project Team continues to work on since go-live. Member Annual Statements are scheduled to be issued to active MSERS members before the end of June. Extensive efforts relating to account data and reconciliation are ongoing. The target date of forwarding the file to printer is June 9, 2017.

Concurrent with Member Annual Statements, the Project Team continues to work on local board COLA reimbursements and §3(8)(c) payments scheduled to be issued by June 30<sup>th</sup>.

Mr. Fredette reported on a demonstration of Member Self Service (“MSS”) functionality completed prior to going live that was provided earlier in the week as part of Gartner’s review.

Satish Kumar of Linnea / Gartner updated the Board on work related to MSS, a gap analysis of the previously developed member self-service functionality and analysis of possible support models related to MARIS.

Mr. Favorito informed the Board that the April pension payroll had been processed successfully through MARIS, as have been weekly disbursement payrolls for refunds & rollover requests since the last Board meeting. Staff had processed more than 380 first payees for the May pension payroll and have begun focusing on retirees with March retirement dates. While they continue to make headway into the backlog of retirement and other requests overall workloads remain high across several units. Mr. Favorito indicated that two new Benefit Calculation Q/A’s and a new member of the Training Team had begun during May. Additional staff was scheduled to join the operation in June.

Mr. Favorito notified the Board that an extension of Ventera’s contract was being finalized and would run through December 31, 2017. The extension would be limited to the services of Angelia Davis who has worked on the project since 2009 on data conversion. She would support the project team on finalizing functionality including member annual statements, member account balances, and Form 1099-R development. The maximum obligation of the extension should it be needed would be \$119,168.00, with a supplemental reserve only accessible with MSRB approval of \$14,040.00.

After discussion and on a motion made by Mr. Valeri and Mr. Condon the Board voted to **approve** the contract extension.

## **2. YTD Fiscal 2017 Operating & Capital Budgets**

Mr. Favorito referred the Board to the YTD Fiscal 2017 Operating and Capital Budgets (through 4/30/17) which had been handed out as part of the Agenda materials.

*(Mr. Condon arrives)*

## **3. Proposed FY 2017 Supplemental Capital Spending Plan**

Mr. Favorito reported to the Board that in the course of preparing the Fiscal 2018 Capital Spending Plan, the Board’s Finance Unit reviewed the current budget and expenditures for FY’17 as it comes to a close on June 30, 2017. In doing so Board Finance Manager Mohammed Ali made some preliminary determinations relating to a potential funding shortfall, and as a result a supplemental funding request was needed.

The primary drivers of the funding request included:

1. Residual costs associated with the Pilot Program for September 2016 through December 2016 after the decision was made in the second half of calendar 2016 to defer the go-live date to January 2017.
2. The FY '17 portion of Sagitec's "Management and Support Contract" for the period of April 1, 2017 – June 30, 2017. The overall contract running through June 2018 was recently approved.
3. The costs associated with the decision to continue with Gartner Consultants and their IV&V (Independent Verification and Validation) Services. These services were contained in Change Order # 3 covering the period of January 1, 2017 – August 31, 2017 which was not originally budgeted for during the FY 2017 Capital Spending Plan.

After discussion, on a motion made by Mr. Valeri and seconded by Mr. Condon, the Board voted to **approve** the proposed supplemental capital spending plan.

**4. 1/1/17 Actuarial Valuation**

Mr. Favorito informed the Board that the MSERS January 1, 2017 Actuarial Valuation was reviewed and approved by PERAC at its May Commission meeting. Final copies have not been published or available yet. The system's funded ratio had increased over 1/1/16, as well as increases in the number of active and retired members.

**5. Pension Forfeiture Commission**

Mr. Favorito notified the Board that the final meeting of the Commission had taken place and the report and draft amendments to G.L. c.32, §15 were adopted and submitted to the Legislature. Two proposals adopted by the Commission are permitting forfeiture starting in the cases of felony convictions (rather than also misdemeanors); allowing retirement boards to reduce a forfeited benefit to a minimum allowance rather than total forfeiture. Mr. Favorito added that those on the Commission representing retirement boards had suggested that boards be allowed to retain the option of total forfeiture in appropriate circumstances. While not adopted, reference to the position was included in the report.

**6. Board Delegation Policy / Proposed Amendments**

As requested at the April meeting the Board considered three amendments to the Delegation Policy. The amendments related to requests to change retirement dates and options; authorize Board staff to process and approve 20/50 applications where no issues arise; and, increasing the limit to which Board staff may make determinations related to beneficiary matters and disbursing of member accounts.

After discussion and on a motion made by Ms. Deal and seconded by Mr. Valeri, the Board **adopted** the amendments.

**7. PROSPER / Board Member Training**

Mr. Favorito confirmed with the Board that they had registered through PERAC to access PROSPER. He indicated that the next phase of PROSPER is to have individual board members after training use the interchange to approve various board transactions. Mr. Favorito asked the Board if they would be amenable to training on PROSPER either before or after the June meeting. Jan Coen would confirm their availability and that of the Treasurer and Ms. McGoldrick ahead of the next meeting and touch base with PERAC.

**8. PRIM Update**

Mr. Favorito highlighted the first quarter performance information available from PRIM.

**9. Board Legal Update**

Attorney Troy noted for the Board some of the recent legal decisions that had been issued since the last Board meeting.

**10. Board Communications**

Mr. Favorito reviewed with the Board some of the more recent member communications received by staff.

**THE BOARD GOES INTO EXECUTIVE SESSION.** At approximately 10:52 A.M. the Board entered into Executive Session in order to review applications for disability retirement, associated benefits, and to also consider the reputation, character, physical condition or mental health of individuals with business before the Board. The Board indicated that it would return to Open Session at the conclusion of the Executive Session.

**Ms. Deal made a motion to enter Executive Session. Mr. Condon seconded the motion.**

**ON ROLL CALL THE VOTE WAS AS FOLLOWS:**

First Deputy Treasurer MacDonald	Yes
Mr. Valeri	Yes
Mr. Condon	Yes
Ms. Deal	Yes

(Unless otherwise noted all votes taken are unanimous.)

**THE BOARD COMES OUT OF EXECUTIVE SESSION:** at 12:31 P.M. Mr. Valeri made a motion to come out of Executive Session and return to Open Session. First Deputy Treasurer MacDonald seconded the motion.

**ON ROLL CALL THE VOTE WAS AS FOLLOWS:**

First Deputy Treasurer MacDonald	Yes
Ms. Deal	Yes
Mr. Valeri	Yes
Mr. Condon	Yes

(Unless otherwise noted all votes taken are unanimous.)

**REQUEST TO CHANGE RETIREMENT DATE****1. Richard Black, Jr. - From January 31, 2014 to January 20, 2017**

- **After a motion was made by Ms. Deal and seconded by Mr. Condon, the Board voted to approve Mr. Black's request to change his retirement date to April 19, 2017.**

2. Terrence Collins - From December 31, 2016 to May 31, 2017
  - After a motion was made by Mr. Condon and seconded by Ms. Deal, the Board voted to approve Mr. Collins' request to change his retirement date.
3. Sheila Grandfield - From January 17, 2017 to February 17, 2017
  - After a motion was made by Ms. Deal and seconded by Mr. Condon, the Board voted to approve Ms. Grandfield's request to change her retirement date.
4. Jean Senat - From December 31, 2016 to February 28, 2017
  - After a motion was made by Mr. Condon and seconded by Ms. Deal, the Board voted to approve Mr. Senat's request to change her retirement date.
5. Isabel Silva - From December 30, 2016 to December 31, 2017
  - After a motion was made by Ms. Deal and seconded by Mr. Condon, the Board voted to approve Ms. Silva's request to change her retirement date.
6. Steven Snyder - From May 18, 2017 to March 1, 2017
  - After a motion was made by Mr. Condon and seconded by Ms. Deal, the Board voted to approve Mr. Snyder's request to change his retirement date.

#### **REQUEST TO REINSTATE RETIREMENT**

1. Andre Stebenne  
 Mr. Stebenne submitted his retirement application on November 10, 2016 with a retirement date of December 31, 2016 under the VSIP. Mr. Stebenne then sent a request to the Board to withdraw his application on December 23, 2016. He later decided to retire as planned but failed to notify the Board. On April 28, 2017, Mr. Stebenne contacted the Board to inquire about the status of his retirement allowance and was told that his application had been withdrawn and that he was not currently retired. Mr. Stebenne requests to retire effective December 31, 2016.
  - After a motion was made by Mr. Condon and seconded by First Deputy Treasurer MacDonald, the Board voted to approve Mr. Stebenne's request.

#### **REQUEST TO RESUME CONTRIBUTIONS PURSUANT TO G.L. C. 32, §90G 3/4**

1. Nem C. Jain  
 Mr. Jain ceased contributing to the State Retirement System in 2009 when he turned age 70 pursuant to G.L. c. 32, § 90 G ¾ via a signed form dated September 22, 2008. Mr. Jain is requesting to resume contributing to the retirement system and remit contributions from 2009 to the present.
  - After a motion was made by Mr. Condon and seconded by First Deputy Treasurer MacDonald, the Board voted to deny Mr. Jain's request.

## **REQUESTS TO CHANGE RETIREMENT OPTION**

1. Cynthia Brophy – Request of surviving spouse  
Cynthia Brophy retired effective August 7, 2015. She elected Option A and her spouse witnessed the selection. Ms. Brophy passed away on March 7, 2017. Her surviving spouse is requesting that the Board allow him to change Ms. Brophy's option selection.
  - After a motion was made by Ms. Deal and seconded by First Deputy Treasurer MacDonald, the Board voted to **deny** the spouse's request.

## **REQUESTS TO PURCHASE SERVICE**

1. John M. Roderick  
Mr. Roderick is requesting to purchase creditable service with the Department of Mental Health from July 4, 2016 to January 16, 2017. Agency records indicate that Mr. Roderick was on an unpaid leave of absence during that period of time.
  - After a motion was made by Mr. Condon and seconded by First Deputy Treasurer MacDonald, the Board voted to **deny** Mr. Roderick's request.

## **RECOVERY OF FUNDS OWED TO THE BOARD**

1. Muriel Wyson  
Muriel Wyson was receiving a member survivor allowance pursuant to G.L. c. 32, § 12 (2)(d) and passed away on November 20, 2014. The Board was not notified of Ms. Wyson's death until October 11, 2016. Ms. Wyson's surviving son was advised of the balance due via letter dated November 30, 2016. The Board received one check in the amount of \$250.00 and is currently owed \$10,873.91.
  - After a motion was made by Ms. Deal and seconded by First Deputy Treasurer MacDonald, the Board voted to **seek recovery of funds owed**.

## **GROUP CLASSIFICATIONS**

### **Pursuant to the Board's Classification Policy, the following are reported as approved for Group 2 Classification:**

1. Christina Burke – Teaching Assistant, LABB Collaborative
2. Deborah Crowley – Social Worker C, DCF
3. David Curtin – LPN 2, Holyoke Soldiers Home
4. Wester Dorisca – Nursing Assistant 1, Tewksbury Hospital, DPH
5. Deborah Faits – LPN 1, Commonwealth Community Services, DDS
6. Stephanie Frankel – Social Worker 3, DCF
7. Leslie Ohms – Barshevsky – Social Worker 3, DCF (posthumously)
8. Louise Plesha – Social Worker 3, DCF
9. John Roderick – Mental Health Worker I, Lemuel Shattuck, DMH
10. Sharon Stolz – LPN 2, MA Hospital School (Pappas Rehab for Children) DPH

11. **Pasquale Tramonte** – Social Worker 4, DCF

**GROUP 2 TO BOARD:**

1. **Joseph Bockman** – Human Service Coordinator A/B, DDS
  - **Denied**; Motion by Ms. Deal, seconded by First Deputy Treasurer MacDonald.
2. **Dominic Bartholomew** – Executive Chef, Suffolk County Sheriff's Office (Group 4 inadvertently approved in April 2017)
  - **Reconsidered Group 4 Approval**; Motion by Ms. Deal, seconded by Mr. Condon.
  - **Denied Group 4 Approval**; Motion by Ms. Deal, seconded by Mr. Condon.
  - **Approved Group 2**; Motion by Ms. Deal, seconded by Mr. Condon.
3. **Katherine Chmiel** – Superintendent/MA Alcohol & Substance Abuse Center, DOC
  - **Denied**; Motion by Ms. Deal, seconded by First Deputy Treasurer MacDonald.
4. **John Ellis** – EDP Systems Analyst 3, Executive Office of Public Safety/DOC
  - **Denied**; Motion by Mr. Condon, seconded by Ms. Deal.
5. **Martha Gallagher** – Clinical Social Worker C, Worcester Recovery Center and Hospital, DMH
  - **Tabled**; Motion by Mr. Condon, seconded by Ms. Deal.
6. **Carole Grant** – MHW 4, Solomon Carter Fuller, DMH
  - **Denied**; Motion by Ms. Deal, seconded by Mr. Condon.
7. **Margaret Hughes** – Accreditation Manager, Norfolk County Sheriff's Office
  - **Denied**; Motion by First Deputy Treasurer MacDonald, seconded by Ms. Deal.
8. **Amy Modena** – RN 2, Western MA Hospital, DPH
  - **Denied**; Motion by Ms. Deal, seconded by First Deputy Treasurer MacDonald.
9. **Gloria Myers-Clark** – Human Service Coordinator C/Crisis Clinician, Cape Cod Mental Health Center, DMH
  - **Denied**; Motion by Ms. Deal, seconded by Mr. Valeri.
10. **Thomas Troy** – Caseworker, Suffolk County Sheriff's Department
  - **Tabled**; Motion by Mr. Condon, seconded by First Deputy Treasurer MacDonald.

**GROUP 2 RECONSIDERATION**

1. **Barbara Richards** – Clinical Charge Nurse, Tewksbury Hospital, DPH (Denied April 2017)
  - **Reconsidered**; Motion by Ms. Deal, seconded by First Deputy Treasurer MacDonald.
  - **Approved**; Motion by First Deputy Treasurer MacDonald, seconded by Mr. Condon.

2. **Ismael Ruiz** – Psychological Assistant 2, DYS (denied July 2016)
  - **Denied**; Motion by Mr. Valeri, seconded by First Deputy Treasurer MacDonald.

**Pursuant to the Board's Classification Policy, the following Pro-Ration requests are reported as approved for Group 2 Classification:**

1. **Donna Arcaro**                      **Department of Developmental Services**  
 Rec. Therapist I, Wrentham Dev. 3/8/81 – 1/9/88  
 Rec. Therapist 3, Wrentham Dev. 1/10/88-6/9/10  
 Rehabilitation Counselor A/B – 6/10/10-12/4/10
  
2. **Patti Ann Collins**                      **Department of Developmental Services**  
 LPN, Fernald Center – 3/5/89 – 7/8/95
  
3. **Sheila Hegarty**                      **Department of Public Health- (Tewksbury)**  
 Nursing Assistant, 9/29/74-5/15/80  
 RN I – 6/6/82 -8/24/90  
 RN 2 – 9/19/93 – 12/13/98  
 Nursing Supervisor – 12/14/98 – 3/11/01
  
4. **Francine Ryan**                      **MA Trial Court**  
 Probation Officer – 3/26/84 – 2/28/99  
 Asst. Chief Probation Officer – 3/1/99 – 1/31/00  
 Chief Probation Officer – 2/1/00 – 1/22/01
  
5. **Joanne Wax**                      **Department of Developmental Services**  
 Rec. Phys Ed. Instructor, Glavin Regional –  
 11/30/80 – 8/17/85  
 Habilitation Coordinator – 8/18/85 – 4/11/92  
 Residential Supervisor C – 4/12/92 – 6/21/97

**GROUP 2 PRO RATE TO BOARD**

1. **Sheila Hegarty**                      **Department of Public Health- (Tewksbury)**  
 Nurse Manager/RN 4 – 3/12/01 – 8/29/06

- **Approved;** Motion by Ms. Deal, seconded by Mr. Valeri.

**Pursuant to the Board's Classification Policy the following are reported as approved for Group 4 Classification:**

1. **David Anderson** – CO 2, DOC
2. **Diana Andrade** – CO I, DOC
3. **Randy Brooks** – CO/Corporal, Suffolk County Sheriff's Dept.
4. **Marilyn Carvalho** - CO, DOC (SPOUSAL)
5. **Joseph Casey** – Assistant Superintendent, Suffolk County Sheriff's Dept.
6. **Mark Ceffalo** – CO I, DOC
7. **Robert Cox** – CO, Norfolk County Sheriff's Office
8. **Paul Craven** – CO/Captain, DOC
9. **Robert Crocker** – State Firefighter 2, Forest Fire Control, DCR
10. **Thomas Doyle** – CO 3, Chef, DOC
11. **Kelley Green** – CO 2, DOC
12. **Diane LeBlanc** – CO 2, DOC
13. **Margaret Martin** – Assistant District Attorney, Hampden DA's Office
14. **Fausto Mendez** – Senior CO, Essex County Sheriff's Dept.
15. **Robert Ovia** – CO/Sergeant, Worcester County Sheriff's Office
16. **Keith Robinson** – Environmental Police Sergeant C, Environmental Affairs
17. **Richard Rondeau** – CO, Suffolk County Sheriff's Office
18. **Alec Szymanski** – CO, Middlesex Sheriff's Office
19. **Thomas Titus** – CO I, DOC
20. **Nancy Wasserman** – Assistant District Attorney, Fall River DA's Office

**GROUP 4 TO BOARD**

1. **Donna Howes** – Supervising CO, Middlesex Sheriff's Office
  - **Denied;** Motion by Ms. Deal, seconded by Mr. Condon.
2. **Richard Lafley** – Correctional Counselor/CO, Hampden County Sheriff's Dept.
  - **Tabled;** Motion by Ms. Deal, seconded by First Deputy Treasurer MacDonald.
3. **Margie McGill-Bonadies** – Correctional Case Worker, Hampden County
  - **Tabled;** Motion by Ms. Deal, seconded by First Deputy Treasurer MacDonald.

**GROUP 4 TABLED (April)**

1. **Michael D. Neri** – ADS/ Unit Team Manager, Plymouth County Sheriff's Dept.
  - **Denied;** Motion by Ms. Deal, seconded by First Deputy Treasurer MacDonald.



**THE NEXT REGULAR BOARD MEETING OF THE STATE BOARD OF RETIREMENT  
WILL BE HELD ON Thursday, June 29, 2017 AT 10:00 AM.**

**Documents Used at the State Board of Retirement Meeting of May 25, 2017**

- Agenda for May 25, 2017 Board meeting.
- Open Session and Executive Session minutes of April 27, 2017 Board meeting.

Supporting documentation for Agenda items as referenced therein.