



Seattle City Employees' Retirement System

Administrative Committee Meeting
Pacific Building, 720 3rd Avenue, Suite 900, Seattle, WA
(206) 386-1293

Minutes, Thursday, July 29, 2021

The meeting was held virtually.

AC Members Present: Robert Harvey, Jr. (Chair), Judith Blinder, Sherri Crawford

SCERS Staff Present: Jeff Davis, Paige Alderete, Nina Melencio

Call to Order

Robert Harvey, Jr., Chair, called the meeting to order at 2:00 p.m.

Public Comment

There was no public comment.

Minutes

Approved Minutes from the April 29, 2021 Administrative Committee.

Motion: Upon motion by Sherri Crawford, seconded by Judith Blinder, the Administrative Committee approved the minutes from the April 29, 2021 Administrative Committee meeting. The motion passed unanimously (3-0).

Board Self-Evaluation Follow-Up

The four areas that were not problems but could be improved were:

- Each board meeting – learning about activities
- Mission statement
- Board evaluates performance by mission and achievements
- Board development process

The committee agreed that SCERS was doing a good job and were surprised by the lower ratings.

Staff are currently doing a yearly deep dive of each of the asset classes. Staff has begun doing a deep dive on operations and will continue to do so quarterly. The mission statement has been included on the board agendas. The annual progress report is framed around SCERS's goals.

Operations data has been streamlined and focused on high level statistics so the board can see the total payments by month and overall trends. Staff also provide a quarterly report on workflow statistics.

The Board is actively engaged in the board development process. There was agreement that a board retreat should be scheduled, but due to the pandemic, it won't be in the near future.

The board self-evaluation will be added to the calendar and conducted annually from this point forward.

Agenda Planning

The committee discussed possible agenda items for future meetings, including a member satisfactory survey, return to office plan, updating the call center to include additional metrics and call tracking, the investment consultant evaluation, trustee education, and charter updates.

SCERS Update

Paige Alderete gave an update on member recalculations and hiring.

Adjourn Meeting

Motion: Upon motion by Sherrri Crawford, seconded by Judith Blinder, the Administrative Committee voted to adjourn the meeting at 2:30 p.m. The motion passed unanimously (3-0).