

**ST. MARY'S COUNTY SHERIFF'S OFFICE RETIREMENT PLAN  
BOARD OF TRUSTEES MEETING  
July 28, 2016**

**Members Present:** Dr. Rebecca Bridgett, County Administrator  
Jeannett Cudmore, Chief Financial Officer  
Captain Terry Black, Sheriff's Office Representative  
Lt. Edward Evans, Sheriff's Office Representative  
Dr. Tracy Harris, Citizen Representative

**Others Present:** Catherine Pratson, Plan Administrator  
Karen Gates, Recorder  
Michael Holycross, Morgan Stanley  
Jeff Seibel, Morgan Stanley

**Call to Order**

The meeting was called to order at 1:05 p.m.

**Acceptance of the Agenda**

Rebecca Bridgett presented the agenda. Terry Black requested to add discussion of retirement plan for the Pre-Trial Case Manager position.

**Approval of Minutes**

Edward Evans made a motion, seconded by Tracy Harris, to approve the June 23, 2016 meeting minutes. Motion carried.

**Update of Tenth Amendment**

The Commissioners of St. Mary's County signed the Ordinance to approve the Tenth Amendment to the St. Mary's County Sheriff's Office Retirement Plan on July 19, 2016. The amendment, which is effective August 1, 2016, removes the cap on unused sick leave when calculating Years of Credited Service.

**Update of Eleventh Amendment**

The proposed amendment will be presented to the Commissioners of St. Mary's County on August 23, 2016 with a request to schedule a public hearing for the Sherriff's Office Retirement Plan 11<sup>th</sup> Amendment. The proposed amendment would eliminate coverage under the Plan by individuals hired by the Sheriff as "contractual deputies".

**Administrator's Report**

**BILLS PAID SINCE LAST MEETING:**

DATE	PAYEE	TYPE SERVICE	AMOUNT
7/08/16	Whiteford, Taylor and Preston	Professional services rendered through 6/30/16. Draft ordinance for Tenth Amendment; questions regarding upcoming workers' compensation trial for J. Molitor.	\$ 420.00
07/18/16	Bolton Partners	Professional services rendered through 06/30/16. Calculation of lump sum refund; retirement calculation.	\$ 450.00
<b>TOTAL:</b>			<b>\$ 870.00</b>

**Presentation by Morgan Stanley – 2nd Quarter 2016 Financial Review**

Michael Holycross and Jeff Seibel from Morgan Stanley presented the 2nd Quarter 2016 Financial Review. The Combined Account portfolio was slightly up 0.80% for the quarter, the Domestic Equity portfolio was up 1.92% for the quarter, the International Equity portfolio was down -3.60% for the quarter, the Fixed Income portfolio was up slightly 2.17% for the quarter, the Real Estate portfolio was up 3.13% for the quarter, and the Hedge Funds & Private Equity portfolio was up 1.77% for the quarter. The beginning market value of the Plan was \$67,006,472 and the ending Market Value of the Plan was \$68,126,982.

Morgan Stanley made the following recommendations:

Tactical Rebalance/Positioning

<u>Add/Increase</u>	<u>Remove/Decrease</u>
+3% iShares Russell 1000 Value ETF	-1% Vanguard Total Stock Market -2% iShares Morningstar Large Growth
+2% Clarkston Capital Small/Mid Cap	-2% Cash
+1.5 iShares Emerging Markets ETF (EEM)	-1.5% Thronburg International
+1.8% Loomis Sayles Fixed Income	-1.8% Templeton Global Bond

Edward Evans made a motion, seconded by Tracy Harris, to rebalance the portfolio based on Morgan Stanley’s recommendations. Motion passed.

**Pension Plan Participation for Pre-Trial Case Manager Position**

The incumbent hired in this position is not eligible to participate in the Sheriff’s Office Pension Plan because the definition of “Covered Employee” under the Sheriff’s Office Retirement Plan does not include an employee who is classified by the County as a Pre-Trial Case Manager.

Terry Black will ask Sheriff Cameron submit a written request to the SORP Board of Trustees to consider amending the SORP plan document to include the position of Pre-Trial Case Manager under the definition of “Covered Employee”.

**Next Meeting**

The next meeting is scheduled for Thursday, August 25, 2016.

**Adjournment**

The meeting adjourned at approximately 2:40 p.m.

Respectfully submitted,

APPROVED:

Karen Gates  
SORP Plan Coordinator

Dr. Rebecca B. Bridgett  
Chair