

Minutes of the May 9, 2024, meeting of the Board of Trustees

Meeting was called to order at the offices of the Municipal Fire and Police Retirement System of Iowa, 7155 Lake Drive, West Des Moines, IA at 9:55 a.m. by Marty Pottebaum.

Attendees at the meeting were:

Board Members:

Jennifer Sease
Mallory Merritt
Frank Guihan
Jason Zilk
Marty Pottebaum

Eric Snyder
Laura Schaefer
Nickolas Schaul
Duane Pitcher

Contractual Consultants:

Doug Gross – BrownWinick
Dave Smith – Marquette

Cynthia Boyle Lande – BrownWinick
Doug Oest – Marquette

Administration:

Dan Cassady – Executive Director
Carlton Chin – Chief Investment Officer
James Bybee – Accountant/Investment Officer

BriAnna Nystrom – Deputy Director
Cody Jans – Investment/Communications Officer

Guests:

Lon Anderson – Iowa Professional Firefighters Lobbyist
Kerry Scott – Iowa Senate Democratic Staff Research Analyst
Xavier Leonard – LSA Fiscal Analyst

Investment Manager Reports:

A representative from MFPRSI's investment consulting firm, Marquette, reviewed with the Board the investment strategies of each of the investment managers scheduled to make a presentation on today's agenda as well as the role each manager plays in MFPRSI's overall investment portfolio.

Stuart Jackson, Head of Private Markets, from **ARA Europe** provided a periodic report to the Board concerning the firm's management of an international real estate portfolio on behalf of MFPRSI. The firm's representative discussed with the Board an organizational update, the investment philosophy, the performance of the fund, the current market outlook, and the investments held in the fund. The firm responded to questions from the Board, Administration, and Investment Consultant. The representative indicated that there are no legal or organizational issues affecting the portfolio when queried by the Executive Director.

Joshua Feuerman, Managing Director, and Akash Patel, Executive Director, Client Advisor, from **JP Morgan Asset Management** provided a periodic report to the Board concerning the firm's management of a Large Cap Core 130/30 portfolio. The firm's representatives discussed with the Board an organizational update, the investment philosophy, a review of the portfolio performance, and a market outlook. The Administration and Investment Consultant queried the representatives on issues pertaining to the portfolio. The representatives indicated that there are no legal or regulatory issues affecting the portfolio when queried by the Executive Director.

Steven Dutaut, Senior Portfolio Manager, and Laura Conlon, Executive Client Services Officer, from **Mondrian Investment Partners Limited** provided a periodic report to the Board concerning the firm's management of an international equity portfolio on behalf of MFPRSI. The firm's representatives discussed with the Board an organizational update, the investment philosophy, and the performance results of their portfolio through March 31, 2024. The Administration and Investment Consultant queried the representatives on issues pertaining to the portfolio. The representatives indicated that there are no legal or organizational issues affecting the portfolio.

Administrative Rules – Possible Board Action pursuant to Administrative Rule 4.8:

Eric Snyder moved to adopt the MFPRSI Administrative Rules as revised and presented to repeal MFPRSI Administrative Rule 1.12, on an emergency basis pursuant to MFPRSI Administrative Rule 4.8, pursuant to a finding that the rule in question confers a benefit or removes a restriction on the public.

Motion was seconded by Duane Pitcher.

The motion was unanimously carried.

Board Chairperson / Vice Chairperson Appointments – Possible Board Action:

Duane Pitcher nominated and moved to appoint Marty Pottebaum as Chairperson of the Board.

Motion was seconded by Jennifer Sease.

The motion was unanimously carried.

Eric Snyder nominated and moved to appoint Duane Pitcher as Vice Chairperson of the Board.

Motion was seconded by Jason Zilk.

The motion was unanimously carried.

Consent Agenda and Informational Topics:

The Board reviewed the following Consent Agenda topics:

Minutes and Schedules:

1. Review & Approval of Minutes of Previous Meeting(s)
2. Schedules – Calendars – Contract Summary

Benefit Activity Reports:

1. Communication Program Activity
2. DROP Program Activity Update
3. Suspension and Withholding Report

Development Program Reports:

1. Legislative Report
2. Local Real Estate Investment Update

The Executive Director, the Deputy Director, and Legal Counsel discussed the Consent Agenda.

Nickolas Schaul moved to adopt the Consent Agenda.

Motion was seconded by Eric Snyder.

The motion was unanimously carried.

Financial Reports: The Executive Director discussed the Fiscal Year 2024 Budget and mentioned that the new Senior Pension Officer has started his employment with MFPRSI.

Board Inquiries & any Misc. Discussion Items: The Deputy Director discussed Fiscal Year 2023 goal of advisor transition plans and the Fiscal Year 2024 goal of data security testing. The Executive Director discussed tracking of Board and Staff continuing education. The Executive Director also informed the Board of Trustees that Jennifer Sease has been re-appointed by the League of Cities.

Investment Program Update: A representative from MFPRSI's investment consulting firm, Marquette, provided an update on the portfolio.

Investment Performance Report: Representatives from MFPRSI's investment consulting firm, Marquette, reviewed with the Board reports of performance for both the retirement system's portfolio and the investment markets as of March 31, 2024. They also noted as of March 31, 2024, the BTOP 50 Unlevered Index, which is used to evaluate the MFPRSI Absolute Return Strategy ("MARS"), was revised from the inception date of December 1, 2022, to be more representative of industry practices involving risk and leverage.

411 Attraction & Retention Working Group: The Executive Director discussed the formation of a working group with the goal of attracting and retaining firefighters and police officers. The Board reviewed and discussed the first draft of the Mission Statement for the working group.

Consideration of Budget & Personnel Policy Manual for FY25: The Executive Director discussed the proposed FY25 Budget. The Deputy Director discussed the proposed personnel policy.

Frank Guihan moved the Board go into closed session for personnel evaluations at the written request of the employees pursuant to Section 21.5, subsection (1) paragraph (i); for discussion of the appeal subcommittee hearings pursuant to Section 21.5, subsection (1) paragraph (f); and for discussion of strategy with counsel in matters that are presently in litigation or where litigation is imminent pursuant to Section 21.5, subsection (1) paragraph (c).

Motion was seconded by Eric Snyder.

Roll call vote was taken as follows:

Jennifer Sease	Aye	Eric Snyder	Aye
Mallory Merritt	Aye	Laura Schaefer	Aye
Jason Zilk	Aye	Nickolas Schaul	Aye
Frank Guihan	Aye	Duane Pitcher	Aye
Marty Pottebaum	Aye		

The motion was unanimously carried.

Present during the closed session were:

Board Members:

Jennifer Sease	Eric Snyder
Mallory Merritt	Laura Schaefer
Frank Guihan	Nickolas Schaul
Jason Zilk	Duane Pitcher
Marty Pottebaum	

Contractual Consultants:

Doug Gross	Cynthia Boyle Lande
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Administration (appeal subcommittee and strategy with counsel discussions only):

Dan Cassady – Executive Director	BriAnna Nystrom – Deputy Director
Carlton Chin – Chief Investment Officer	

At the conclusion of the discussion, **Laura Schaefer moved the Board conclude the closed session.**

Motion was seconded by Nickolas Shaul.

Roll call vote was taken as follows:

Jennifer Sease	Aye	Eric Snyder	Aye
Mallory Merritt	Aye	Laura Schaefer	Aye
Frank Guihan	Aye	Nickolas Schaul	Aye
Jason Zilk	Aye	Duane Pitcher	Aye
Marty Pottebaum	Aye		

The motion was unanimously carried.

Discussion of Legal Matters & Imminent & Pending Litigation Cases: A representative from MFPRSI's legal counsel, BrownWinick, reported they are still waiting to hear if the Carter appeal case will be retained by the Iowa Supreme Court or diverted to the Court of Appeals.

Consideration of & Determination on Appeal Case (Puente, Horton).

Laura Schaefer moved to deny the member's request for a waiver of the member in good standing requirement and sustain the System's decision to deny the member's disability application in the case of Emilio Puente.

Motion was seconded by Jennifer Sease.

Motion was unanimously carried.

Duane Pitcher moved to deny the member's appeal and sustain the denial of disability benefits in the case of John Horton.

Motion was seconded by Nickolas Schaul.

Motion was carried, with Marty Pottebaum voting Nay.

Consideration of Budget & Personnel Policy Manual for FY25 (continued): The Board evaluated the job performance of the Executive Director, Deputy Director, and Chief Investment Officer, and discussed the contributions of management and staff to the accomplishments of MFPRSI's goals during the last year. The Board outlined new FY25 goals for Administration.

Marty Pottebaum moved to approve the Fiscal Year 2025 budget, administrative personnel policy manual, and management benefit policies, all as amended to reflect changes in compensation and the employer HSA contribution, as recommended by the Budget Committee.

Motion was seconded by Nickolas Schaul.

Motion was unanimously carried.

Meeting was adjourned at 3:22 pm.