

BOARD MEETING MINUTES

JANUARY 20, 2021 - FINAL



TRUSTEE AND STAFF ATTENDANCE

In Attendance	Dennis Lawson, Chair – Central Pierce Fire and Rescue
In Attendance	Jason Granneman, Vice Chair – Clark County Sheriff’s Office
In Attendance	Adé Ariwoola – City of Federal Way
In Attendance	Mark Johnston – Vancouver Fire Department
In Attendance	AJ Johnson – Snohomish County Fire District #1
Absent	Senator Jeff Holy – Spokane Police Department (Retired)
In Attendance	Tarina Rose-Watson – Spokane Int’l Airport Police Dept
In Attendance	Wolf Opitz – Pierce County
In Attendance	Pat McElligott – City of Dupont
Absent	Representative Steve Bergquist – WA State Representative
Absent	Senator Ann Rivers – WA State Senator
In Attendance	Steve Nelsen – Executive Director
In Attendance	Tim Valencia – Deputy Director
In Attendance	Jessie Jackson – Executive Assistant
Absent	Jessica Burkhart – Administrative Services Manager
In Attendance	Tammy Sadler – Benefits Ombudsman
In Attendance	Jacob White – Senior Research and Policy Manager
In Attendance	Karen Durant – Senior Research and Policy Manager
In Attendance	Tor Jernudd – Assistant Attorney General

Call to Order

The LEOFF Plan 2 Retirement Board met via Zoom in Olympia, Washington on January 20, 2021. A quorum of the members was present at this meeting.

Chair Dennis Lawson called the meeting to order at 9:30AM and requested those present to take a moment of silence to honor those who had fallen since the last the Board meeting.

1. LEGISLATIVE UPDATE

Steve Nelsen, Executive Director gave a legislative update to the Board.

No LEOFF 2 Bills have been introduced this session.

Other Bills of Interest: 2021-2023 Operating Budget (HB 1094 | SB 5092)

2. ADMINISTRATIVE UPDATE

Steve Nelsen, Executive Director gave an update to the Board on the agency move as well as a budget update.

Adjournment

There being no further business, the meeting was adjourned at 9:46AM.

The next meeting of the LEOFF Plan 2 Retirement Board is scheduled for February 24, 2021 in Olympia, WA.

BOARD MEETING MINUTES

FEBRUARY 24, 2021 – FINAL



TRUSTEE AND STAFF ATTENDANCE

In Attendance	Dennis Lawson, Chair – Central Pierce Fire and Rescue
In Attendance	Jason Granneman, Vice Chair – Clark County Sheriff’s Office
In Attendance	Adé Ariwoola – City of Federal Way
In Attendance	Mark Johnston – Vancouver Fire Department
In Attendance	AJ Johnson – Snohomish County Fire District #1
In Attendance	Senator Jeff Holy – Spokane Police Department (Retired)
In Attendance	Tarina Rose-Watson – Spokane Int’l Airport Police Dept
Absent	Wolf Opitz – Pierce County
In Attendance	Pat McElligott – City of Dupont
In Attendance	Representative Steve Bergquist – WA State Representative
In Attendance	Senator Ann Rivers – WA State Senator
In Attendance	Steve Nelsen – Executive Director
In Attendance	Tim Valencia – Deputy Director
In Attendance	Jessie Jackson – Executive Assistant
In Attendance	Jessica Burkhart – Administrative Services Manager
In Attendance	Tammy Sadler – Benefits Ombudsman
In Attendance	Jacob White – Senior Research and Policy Manager
In Attendance	Karen Durant – Senior Research and Policy Manager
In Attendance	Tor Jernudd – Assistant Attorney General

Call to Order

The LEOFF Plan 2 Retirement Board met via Zoom in Olympia, Washington on February 24, 2021.

Chair Dennis Lawson called the meeting to order at 9:30AM and requested those present to take a moment of silence to honor those who had fallen since the last the Board meeting.

1. Legislative Update

Steve Nelsen, Executive Director gave a legislative update to the Board. There have not been any LEOFF 2 Board bills this session.

Bills Impacting LEOFF 2:

- Automatic Refunds of Certain Retirement Contributions (SB 5367 | SB 5369)
- Concerning Plans 1 and 2 of the State Retirement Systems (SB 5453)

2. Administrative Update

Steve Nelsen, Executive Director gave an administrative update to the Board. The agency has moved into the new location and should be fully operational in March. Board meetings will continue to occur remotely as directed by the Governor.

Adjournment

There being no further business, the meeting was adjourned at 9:46AM.

The next meeting of the LEOFF Plan 2 Retirement Board is scheduled for March 24, 2021 in Olympia, WA 98501.

BOARD MEETING MINUTES

MARCH 24, 2021 – FINAL



TRUSTEE AND STAFF ATTENDANCE

Absent	Dennis Lawson, Chair – Central Pierce Fire and Rescue
In Attendance	Jason Granneman, Vice Chair – Clark County Sheriff’s Office
Absent	Adé Ariwoola – City of Federal Way
In Attendance	Mark Johnston – Vancouver Fire Department
In Attendance	AJ Johnson – Snohomish County Fire District #1
Absent	Senator Jeff Holy – Spokane Police Department (Retired)
In Attendance	Tarina Rose-Watson – Spokane Int’l Airport Police Dept
In Attendance	Wolf Opitz – Pierce County
In Attendance	Pat McElligott – City of Dupont
Absent	Representative Steve Bergquist – WA State Representative
Absent	Senator Ann Rivers – WA State Senator
In Attendance	Steve Nelsen – Executive Director
In Attendance	Tim Valencia – Deputy Director
In Attendance	Jessie Jackson – Executive Assistant
In Attendance	Jessica Burkhart – Administrative Services Manager
In Attendance	Tammy Sadler – Benefits Ombudsman
In Attendance	Jacob White – Senior Research and Policy Manager
In Attendance	Karen Durant – Senior Research and Policy Manager
In Attendance	Tor Jernudd – Assistant Attorney General

Call to Order

The LEOFF Plan 2 Retirement Board met virtually via Zoom in Olympia, Washington on March 24, 2021. A quorum of the members was present at this meeting.

Jason Granneman, Vice Chair called the meeting to order at 9:30AM and requested those present to take a moment of silence to honor those who had fallen since the last the Board meeting.

1. Legislative Update

Steve Nelsen, Executive Director gave a legislative update to the Board.

Neither House nor Senate budgets have been introduced, but hearings are expected later this week. Nothing major concerning L2 is expected to be in the budgets.

2. Administrative Update

Steve Nelsen, Executive Director gave an administrative update to the Board.

The agency has moved out of the WSIB building. The new Tumwater location is operational with technology and workstations set up. Staff still plans to telework as part of the Governors order.

The April 28th board meeting will be virtual and consist of a session review and interim preview presentation. Future meetings will continue to be virtual until the fall, possibly for the rest of 2021, depending on the safe start guidelines for state agencies as directed by the Governor.

Adjournment

There being no further business, the meeting was adjourned at 9:44AM. The next meeting of the LEOFF Plan 2 Retirement Board is scheduled for April 28, 2021 in Olympia, WA.

BOARD MEETING MINUTES

APRIL 28, 2021 – FINAL



TRUSTEE AND STAFF ATTENDANCE

In Attendance	Dennis Lawson, Chair – Central Pierce Fire and Rescue
In Attendance	Jason Granneman, Vice Chair – Clark County Sheriff’s Office
In Attendance	Adé Ariwoola – City of Federal Way
In Attendance	Mark Johnston – Vancouver Fire Department
In Attendance	AJ Johnson – Snohomish County Fire District #1
In Attendance	Senator Jeff Holy – Spokane Police Department (Retired)
In Attendance	Tarina Rose-Watson – Spokane Int’l Airport Police Dept
In Attendance	Wolf Opitz – Pierce County
In Attendance	Pat McElligott – City of Dupont
In Attendance	Representative Steve Bergquist – WA State Representative
In Attendance	Senator Ann Rivers – WA State Senator
In Attendance	Steve Nelsen – Executive Director
In Attendance	Tim Valencia – Deputy Director
In Attendance	Jessie Jackson – Executive Assistant
In Attendance	Jessica Burkhart – Administrative Services Manager
In Attendance	Tammy Sadler – Benefits Ombudsman
In Attendance	Jacob White – Senior Research and Policy Manager
In Attendance	Karen Durant – Senior Research and Policy Manager
In Attendance	Tor Jernudd – Assistant Attorney General

Call to Order

The LEOFF Plan 2 Retirement Board met virtually via Zoom in Olympia, Washington on April 28, 2021. A quorum of the members was present at this meeting.

Chair Dennis Lawson called the meeting to order at 9:31AM and requested those present to take a moment of silence to honor those who had fallen since the last the Board meeting.

1. APPROVAL OF MINUTES

Minutes from the December 2020, January 2021, February 2021, and March 2021 are before the Board for approval.

ACTION | It was moved to approve the Board meeting minutes from December 2020 – March 2021. Motion seconded. The Board approved the minutes without objection.

2. SESSION REVIEW

Karen Durant, Senior Research and Policy Manager presented the 2021 legislative session review to the Board.

Senate Bill 5367 – Inactive Member Accounts
ESSB 5092 – 2021-2023 Biennial Operating Budget

- LEOFF Plan 2 Funding
- LEOFF Board Agency Budget
 - New Ombudsman position

BOARD MEETING MINUTES

APRIL 28, 2021 – FINAL



- WSIB will provide use of their Boardroom to the LEOFF 2 Board for the 2023 biennium
- Funding in the budget provides for the 3% wage increase July 1, 2021.

3. INTERIM PLANNING

Jacob White, Senior Research and Policy Manager reviewed the 2021 Interim Plan with the Board.

Benefit Topics

1. Benefit Improvement Account (May, June, July)
2. Interruptive Military Service Credit (tabled during 2020 Interim)
- 3.- Survivor Option Reelection (follow up on status with IRS)
4. Roth 457/Deferred Compensation Plan Option
5. Windfall Elimination Provision (WEP)/Government Pension Offset (GPO) Educational Briefing

Actuarial Topics

1. Educational Topic: Benefit Improvement Account -Pricing and Options (May, June, July)
2. OSA Presentation on the Report on Financial Condition (September)
3. State Actuary's Recommendation on Long-Term Economic Assumptions Presentation (September)
4. Potential Educational Topics: OSA Risk and Plan Maturity Measures Website Updates (October -L2 Board Strategic Planning Meeting)
5. OSA Presentation of Admin Factors for Board Consideration (November)
6. OSA Update on the Off-Cycle Valuation Results (November)

Administrative Topics

1. DRS Annual Update
2. WSIB Annual Update
3. Financial Expenditure Audit
4. Attorney General Training
5. DRS Benchmarking
6. Budget
7. Board Expectations
8. Board Member Elections

4. ADMINISTRATIVE UPDATE

Steve Nelsen, Executive Director gave an administrative update to the Board. A quarterly budget update for 2021, Quarter 1 was included in the meeting materials. An update on the agency move was provided. A request to add executive session to the May meeting was made.

Adjournment

There being no further business, the meeting was adjourned at 10:26AM.

The next meeting of the LEOFF Plan 2 Retirement Board is scheduled for May 26, 2021 in Olympia, WA.

BOARD MEETING MINUTES

MAY 26, 2021 – FINAL



TRUSTEE AND STAFF ATTENDANCE

In Attendance	Dennis Lawson, Chair – Central Pierce Fire and Rescue
Absent	Jason Granneman, Vice Chair – Clark County Sheriff’s Office
In Attendance	Adé Ariwoola – City of Federal Way
In Attendance	Mark Johnston – Vancouver Fire Department
In Attendance	AJ Johnson – Snohomish County Fire District #1
In Attendance	Senator Jeff Holy – Spokane Police Department (Retired)
In Attendance	Tarina Rose-Watson – Spokane Int’l Airport Police Dept
In Attendance	Wolf Opitz – Pierce County
In Attendance	Pat McElligott – City of Dupont
In Attendance	Representative Steve Bergquist – WA State Representative
In Attendance	Senator Ann Rivers – WA State Senator
In Attendance	Steve Nelsen – Executive Director
In Attendance	Tim Valencia – Deputy Director
In Attendance	Jessie Jackson – Executive Assistant
In Attendance	Jessica Burkhart – Administrative Services Manager
In Attendance	Tammy Sadler – Benefits Ombudsman
In Attendance	Jacob White – Senior Research and Policy Manager
In Attendance	Karen Durant – Senior Research and Policy Manager
In Attendance	Tor Jernudd – Assistant Attorney General

Call to Order

The LEOFF Plan 2 Retirement Board met virtually via Zoom in Olympia, Washington on May 26, 2021. A quorum of the members was present at this meeting.

Chair Dennis Lawson called the meeting to order at 9:30AM and requested those present to take a moment of silence to honor those who had fallen since the last the Board meeting.

1. Approval of Minutes

Minutes from the April 28, 2021 board meeting are before the Board for approval.

ACTION | It was moved to approve the Board meeting minutes from April 28, 2021. Motion seconded. The Board approved the minutes without objection.

2. 2021 Interim Planning

Senior Research and Policy Manager Jacob White presented the draft interim plan to the Board for 2021 for consideration.

Benefit Topics

- 1. SB 5453 (2021) Benefit Improvement Briefing
- 2. Law Enforcement Officer Demographic Impact Follow-Up
- 3. Benefit Improvement Account
- 4. Interruptive Military Service Credit
- 5. Survivor Option Reelection Follow-Up

BOARD MEETING MINUTES

MAY 26, 2021 – FINAL



6. Roth 457/Deferred Compensation Plan Option
7. Windfall Elimination Provision Government Pension Offset Educational Briefing

Actuarial Topics

1. Educational Topic: Benefit Improvement Account - Pricing Follow-Up
2. Report on Financial Condition
3. Recommendation on Long-Term Economic Assumptions
4. Potential Educational Topics: OSA Risk and Plan Maturity Measures Website Updates
5. Administrative Factors for Board Consideration
6. Update on the Off-Cycle Valuation Results

Administrative Topics

1. DRS Annual Update
2. WSIB Annual Update
3. Financial Expenditure Audit
4. Attorney General Training
5. DRS Benchmarking
6. Budget
7. Board Expectations
8. Board Elections

ACTION

It was moved that the Survivor Option Reelection Follow-Up be moved to the June meeting. Motion was seconded. Motion passed unanimously.

It was moved to add the DRS catastrophic disability administration issue to the June meeting. Motion was seconded. Motion passed unanimously.

It was moved to schedule the location of the October meeting at the WSIB Boardroom. Motion was seconded. Motion passed unanimously.

It was moved to adopt the Interim Plan as presented, with the changes to the month of June. Motion was seconded. Motion passed unanimously.

3. SB 5453 Benefit Improvement

Senior Research and Policy Manager Jacob White presented an educational briefing on the LEOFF 2 Benefit Improvement of SB 5453.

ACTION

It was moved that staff publishes to the LEOFF 2 website the pricing, the bill and fiscal note.

It was moved to add this topic to the interim plan and to continue work on it. Motion seconded. Motion passed unanimously.

BOARD MEETING MINUTES

MAY 26, 2021 – FINAL



4. Law Enforcement Officer Demographic Impacts

Senior Research and Policy Manager Jacob White presented an educational briefing on Law Enforcement Officer Demographic Impacts.

5. Administrative Update

Executive Director Steve Nelsen gave an administrative update to the Board.

- New Ombudsman position has been added to the Board after work with the Office of Financial Management.
- Three Board member terms have been reappointed.
- LEOFF 2 Board has been granted use of the WSIB Boardroom. The first hybrid board meeting with use of the WSIB Boardroom would be September 29th, 2021.

6. Executive Session

The Board broke for executive session for 15 minutes for the purpose of evaluating the performance of a public employee.

ACTION	It was moved to accept the general wage increase for staff. Motion seconded. Motion passed unanimously.
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Adjournment

There being no further business, the meeting was adjourned at 11:35am.

The next meeting of the LEOFF Plan 2 Retirement Board is scheduled for June 16, 2021 in Olympia, WA.

BOARD MEETING MINUTES

JUNE 16, 2021 – FINAL



TRUSTEE AND STAFF ATTENDANCE

In Attendance	Dennis Lawson, Chair – Central Pierce Fire and Rescue
In Attendance	Jason Granneman, Vice Chair – Clark County Sheriff’s Office
In Attendance	Adé Ariwoola – City of Federal Way
In Attendance	Mark Johnston – Vancouver Fire Department
Absent	AJ Johnson – Snohomish County Fire District #1
In Attendance	Senator Jeff Holy – Spokane Police Department (Retired)
In Attendance	Tarina Rose-Watson – Spokane Int’l Airport Police Dept
Absent	Wolf Opitz – Pierce County
Absent	Pat McElligott – City of Dupont
In Attendance	Representative Steve Bergquist – WA State Representative
In Attendance	Senator Ann Rivers – WA State Senator
In Attendance	Steve Nelsen – Executive Director
In Attendance	Tim Valencia – Deputy Director
In Attendance	Jessie Jackson – Executive Assistant
Absent	Jessica Burkhart – Administrative Services Manager
In Attendance	Tammy Sadler – Benefits Ombudsman
In Attendance	Jacob White – Senior Research and Policy Manager
In Attendance	Karen Durant – Senior Research and Policy Manager
In Attendance	Tor Jernudd – Assistant Attorney General

Call to Order

The LEOFF Plan 2 Retirement Board met virtually via Zoom in Olympia, Washington on June 16, 2021. A quorum of the members was present at this meeting.

Chair Dennis Lawson called the meeting to order at 9:30AM and requested those present to take a moment of silence to honor those who had fallen since the last the Board meeting.

1. Approval of Minutes

Minutes from the May 26th board meeting are before the Board for consideration.

ACTION | It was moved to approve the Board meeting minutes from May 26, 2021. Motion seconded. The Board approved the minutes without objection.

2. DRS Catastrophic Disability Administration

Seth Miller, Retirement Services Assistant Director from the Department of Retirement Systems gave an informational presentation on the Disability Review Process.

3. Benefit Improvement Account Educational Follow-up

Jacob White, Senior Research and Policy Manager presented an educational briefing follow up on the Benefit Improvement Account.

BOARD MEETING MINUTES

JUNE 16, 2021 – FINAL



4. Survivor Option Reelection Follow-up

Jacob White, Senior Research and Policy Manager gave a follow up presentation on Survivor Option Reelection. Two options are before the Board for consideration:

1. Wait for the IRS Private Letter Ruling decision
2. Seek amendment to the law to make it retroactive instead of prospective

ACTION | It was moved to adopt option one and wait for the IRS Private Letter Ruling decision. Motion was seconded. Motion passed unanimously.

5. Roth 457 / Deferred Compensation Plan Option - Initial Consideration

Jacob White, Senior Research and Policy Manager presented for initial consideration a Roth 457 / Deferred Compensation Plan Option. No action was taken at this time.

6. Administrative Update

Steve Nelsen, Executive Director, gave an administrative update to the Board. The agency has hired Sarah White who will be starting July 1, 2021 as a new Benefits Ombudsman.

The Select Committee on Pension Policy met yesterday. There are three items that the Board will be in coordination with SCPP this interim: Roth 457, Survivor Option Reelection, and the expansion of Interruptive Military Service Credit to include expeditionary medals.

Outreach Update:

Director Nelsen gave an update to the Fraternal Order of Police regarding the benefit improvement account and the Board's plan for this interim. An update was also given to WACOPS at their spring meeting. The WSCFF will have their spring convention next week.

Staff will reach out to trustees to schedule their annual Expectation Interviews.

The next meeting is July 28th and it will be the final Zoom only meeting. No meeting is scheduled for August. A hybrid meeting will be scheduled for September in the WSIB boardroom.

Adjournment

There being no further business, the meeting was adjourned at 10:57am.

The next meeting of the LEOFF Plan 2 Retirement Board is scheduled for July 28, 2021 in Olympia, WA.

BOARD MEETING MINUTES

JULY 28, 2021 – FINAL



TRUSTEE AND STAFF ATTENDANCE

In Attendance	Dennis Lawson, Chair – Central Pierce Fire and Rescue
Absent	Jason Granneman, Vice Chair – Clark County Sheriff’s Office
In Attendance	Adé Ariwoola – City of Federal Way
In Attendance	Mark Johnston – Vancouver Fire Department
In Attendance	AJ Johnson – Snohomish County Fire District #1
In Attendance	Senator Jeff Holy – Spokane Police Department (Retired)
Absent	Tarina Rose-Watson – Spokane Int’l Airport Police Dept
In Attendance	Wolf Opitz – Pierce County
In Attendance	Pat McElligott – City of Dupont
In Attendance	Representative Steve Bergquist – WA State Representative
Absent	Senator Ann Rivers – WA State Senator
In Attendance	Steve Nelsen – Executive Director
Absent	Tim Valencia – Deputy Director
In Attendance	Jessie Jackson – Executive Assistant
In Attendance	Jessica Burkhart – Administrative Services Manager
In Attendance	Tammy Sadler – Benefits Ombudsman
In Attendance	Sarah White – Benefits Ombudsman
In Attendance	Jacob White – Senior Research and Policy Manager
In Attendance	Karen Durant – Senior Research and Policy Manager
In Attendance	Michael Nelson – Assistant Attorney General

Call to Order

The LEOFF Plan 2 Retirement Board met virtually via Zoom in Olympia, Washington on July 28, 2021. A quorum of the members was present at this meeting.

Chair Dennis Lawson called the meeting to order at 9:30AM and requested those present to take a moment of silence to honor those who had fallen since the last the Board meeting.

1. Approval of Minutes

Minutes from the June 16, 2021 meeting are before the Board for approval.

ACTION | It was moved to approve the Board meeting minutes from June 16, 2021. Motion seconded. The Board approved the minutes without objection.

2. Benefit Improvement Account Educational Follow-Up

Jacob White, Sr. Research and Policy Manager presented a third educational briefing on the Benefit Improvement Account. No action was taken at this time.

At the September board meeting staff will provide options based on the questions raised in this presentation and the previous benefit improvement educational briefings.

BOARD MEETING MINUTES

JULY 28, 2021 – FINAL



3. 2021-2023 Operating Budget

Karen Durant, Sr Research and Policy Manager presented the 2021-2023 Operating Budget to the Board for consideration.

ACTION | It was moved and seconded to adopt the budget as presented. Motion seconded. The Board approved the 2021-2023 Operating Budget without objection.

4. Windfall Elimination Protection Act and Government Pension Offset

Jacob White, Sr. Research and Policy Manager presented an educational briefing to the Board.

No action was taken at this time.

5. Administrative Update

Steve Nelsen, Executive Director gave an administrative update to the Board.

Staff is continuing to schedule the annual Expectation Interviews with Trustees. WACOPS fall membership meeting is scheduled for mid-September and staff will have an outreach table at the event. The IFEBP annual conference is still scheduled to be held in person this year.

ACTION | It was moved and seconded to cancel the August 25, 2021 meeting. Motion passed without objection.

Adjournment

There being no further business, the meeting was adjourned at 10:48AM.

The next meeting of the LEOFF Plan 2 Retirement Board is scheduled for September 29, 2021 in Olympia, WA.



STATE OF WASHINGTON

**LAW ENFORCEMENT OFFICERS' AND FIRE FIGHTERS'
PLAN 2 RETIREMENT BOARD**

P.O. Box 40918 • Olympia, Washington 98504-0918 • (360) 586-2320 • (360) 586-2329 FAX

TO: State Register
Code Reviser's Office

FROM: Jessie Jackson
Executive Assistant

DATE: August 16, 2021

SUBJECT: August Meeting Cancellation

The Law Enforcement Officers' and Fire Fighters' Plan 2 Retirement Board Meeting scheduled for **Wednesday, August 25th, 2021** has been cancelled.

The next regularly scheduled meeting will be on **Wednesday, September 29rd, 2021** at 9:30 am, held virtually with teleconference availability to the public.

Please feel free to contact (360) 586-2320 or email Jessie.jackson@leoff.wa.gov with any questions.

OFFICE OF THE CODE REVISER
STATE OF WASHINGTON
FILED

DATE: August 16, 2021

TIME: 10:55 AM

WSR 21-17-108

BOARD MEETING MINUTES

SEPTEMBER 29, 2021 – FINAL



TRUSTEE AND STAFF ATTENDANCE

In Attendance	Dennis Lawson, Chair – Central Pierce Fire and Rescue
In Attendance	Jason Granneman, Vice Chair – Clark County Sheriff’s Office
Absent	Adé Ariwoola – City of Federal Way
In Attendance	Mark Johnston – Vancouver Fire Department
In Attendance	AJ Johnson – Snohomish County Fire District #1
In Attendance	Senator Jeff Holy – Spokane Police Department (Retired)
In Attendance	Tarina Rose-Watson – Spokane Int’l Airport Police Dept
In Attendance	Wolf Opitz – Pierce County
In Attendance	Pat McElligott – City of Dupont
In Attendance	Representative Steve Bergquist – WA State Representative
In Attendance	Senator Ann Rivers – WA State Senator
In Attendance	Steve Nelsen – Executive Director
In Attendance	Tim Valencia – Deputy Director
In Attendance	Jessie Jackson – Executive Assistant
In Attendance	Jessica Burkhart – Administrative Services Manager
In Attendance	Tammy Sadler – Benefits Ombudsman
In Attendance	Jacob White – Senior Research and Policy Manager
In Attendance	Sarah White – Benefits Ombudsman
In Attendance	Karen Durant – Senior Research and Policy Manager
In Attendance	Tor Jernudd – Assistant Attorney General

Call to Order

The LEOFF Plan 2 Retirement Board met virtually via Zoom in Olympia, Washington on September 29, 2021. A quorum of the members was present at this meeting.

Chair Dennis Lawson called the meeting to order at 9:31AM and requested those present to take a moment of silence to honor those who had fallen since the last the Board meeting.

1. Approval of Minutes

Minutes from the July 28, 2021 meeting are before the Board for consideration.

ACTION | It was moved to approve the Board meeting minutes from July 28, 2021. Motion seconded. The Board approved the minutes without objection.

2. Department of Retirement Systems Benchmarking

Mark Feldhausen, Budget and Performance Management Director at the Department of Retirement Systems and Mike Heale, Principal CEM Benchmarking gave an informational presentation to the Board on Public Pension Benchmarking Administration.

3. Report on Financial Condition

Mitch DeCamp, Senior Actuarial Analyst from the Office of the State Actuary presented an informational Report on Financial Condition to the Board.

BOARD MEETING MINUTES

SEPTEMBER 29, 2021 – FINAL



4. Recommendation of Long-term Economic Assumptions

Matthew M. Smith, State Actuary, FCA, EA, MAAA presented the State Actuary's Recommendation on Long-Term Economic Assumptions. No action was taken.

5. Office of the Attorney General Board Training

Tor Jernudd, Assistant Attorney General gave an informational annual training to the Board. No action was taken.

6. Board Officer Elections

Elections for Board Officer positions are to be voted on every two years. Steve Nelsen, Executive Director opened the discussion for nominations.

ACTION

It was moved to nominate Dennis Lawson for Chair. Motion was seconded. Motion passed unanimously.

It was moved to nominate Jason Granneman for Vice Chair. Motion was seconded. Motion passed unanimously.

It was moved to nominate Ade Ariwoola to the Administrative Committee (one member representing employer groups). Motion was seconded. Motion passed unanimously.

7. Administrative Update

Steve Nelsen, Executive Director gave his administrative update to the Board. Director Nelsen spoke at the WACOPS fall meeting and Tammy Sadler provided an outreach table for the event.

The Washington State Auditor's Office will be doing both a financial audit and an accountability audit for the Board this year. Results from the financial audit will be presented to the Board at the December meeting.

8. Interruptive Military Service Credit

Jacob White, Senior Research and Policy Manager gave a comprehensive follow-up report on Interruptive Military Service Credit. The Board will receive a final briefing on this issue in November.

9. Benefit Improvement Account Educational Follow-up

Jacob White, Senior Research and Policy Manager gave an educational briefing on the Benefit Improvement Account.

ACTION

It was moved to direct board staff to continue work and bring back more information to the November meeting. Motion was seconded. Motion passed unanimously.

10. Survivor Option Reelection Follow-up

Jacob White, Senior Research and Policy Manager gave an informational follow up presentation on Survivor Option Reelection. No action was taken.

BOARD MEETING MINUTES

SEPTEMBER 29, 2021 – FINAL



Adjournment

There being no further business, the meeting was adjourned at 12:49PM.

The next meeting of the LEOFF Plan 2 Retirement Board is scheduled for October 27, 2021 in Olympia, WA.

BOARD MEETING MINUTES

OCTOBER 27, 2021 – FINAL



TRUSTEE AND STAFF ATTENDANCE

In Attendance	Dennis Lawson, Chair – Central Pierce Fire and Rescue
In Attendance	Jason Granneman, Vice Chair – Clark County Sheriff’s Office
In Attendance	Adé Ariwoola – City of Federal Way
In Attendance	Mark Johnston – Vancouver Fire Department
In Attendance	AJ Johnson – Snohomish County Fire District #1
In Attendance	Senator Jeff Holy – Spokane Police Department (Retired)
In Attendance	Tarina Rose-Watson – Spokane Int’l Airport Police Dept
In Attendance	Wolf Opitz – Pierce County
In Attendance	Pat McElligott – City of Dupont
In Attendance	Representative Steve Bergquist – WA State Representative
Absent	Senator Ann Rivers – WA State Senator
In Attendance	Steve Nelsen – Executive Director
In Attendance	Tim Valencia – Deputy Director
In Attendance	Jessie Jackson – Executive Assistant
Absent	Jessica Burkhart – Administrative Services Manager
In Attendance	Tammy Sadler – Benefits Ombudsman
In Attendance	Sarah White – Benefits Ombudsman
In Attendance	Jacob White – Senior Research and Policy Manager
In Attendance	Karen Durant – Senior Research and Policy Manager
In Attendance	Tor Jernudd – Assistant Attorney General

Call to Order

The LEOFF Plan 2 Retirement Board met virtually via Zoom in Olympia, Washington on October 27, 2021. A quorum of the members was present at this meeting.

Chair Dennis Lawson called the meeting to order at 9:30AM and requested those present to take a moment of silence to honor those who had fallen since the last the Board meeting.

1. Board Governance Challenges

Steve Nelsen, Executive Director discussed the areas of responsibility for the Board including setting contribution rates, funding policies, actuarial assumptions, recommending benefit changes, agency budget and personnel.

2. Paying for a Benefit Improvement using the Benefit Improvement Account

Jacob White, Senior Research and Policy Manager discussed the Boards current funding policies as well as the issues of mechanics and impact of using the LEOFF 2 Benefit Improvement Account (BIA) to pay for a benefit improvement.

3. Managing Contribution Rate Stability

Steve Nelsen, Executive Director discussed the Board’s successful historical use of the expected long-term cost of the pension plan as the basis of setting contribution rates for the plan and how this has promoted rate stability and full funding. The Board will vote on adoption of the recommended changes to economic

BOARD MEETING MINUTES

OCTOBER 27, 2021 – FINAL



assumptions in November. In December the Board will vote on recommending legislation for a benefit improvement and will decide on whether to set contribution rates for the next 4-5 years as part of that legislative proposal. The Board will work with OSA to develop policies to promote rate stability while accomplishing the intent of the Benefit Improvement Account.

4. Board Expectations

Tim Valencia, Deputy Director discussed Board Expectations and the results from the 2021 expectation survey taken by Trustees.

5. 2022 Proposed Meeting Dates

The proposed board meeting dates for 2022 are before Board for consideration. Adoption of the 2022 meeting dates will occur at the November meeting.

Adjournment

There being no further business, the meeting was adjourned at 11:45am.

The next meeting of the LEOFF Plan 2 Retirement Board is scheduled for November 17, 2021 in Olympia, WA.

BOARD MEETING MINUTES

NOVEMBER 17, 2021 – FINAL



TRUSTEE AND STAFF ATTENDANCE

In Attendance	Dennis Lawson, Chair – Central Pierce Fire and Rescue
In Attendance	Jason Granneman, Vice Chair – Clark County Sheriff’s Office
In Attendance	Adé Ariwoola – City of Federal Way
In Attendance	Mark Johnston – Vancouver Fire Department
In Attendance	AJ Johnson – Snohomish County Fire District #1
In Attendance	Senator Jeff Holy – Spokane Police Department (Retired)
In Attendance	Tarina Rose-Watson – Spokane Int’l Airport Police Dept
In Attendance	Wolf Opitz – Pierce County
Absent	Pat McElligott – City of Dupont
In Attendance	Representative Steve Bergquist – WA State Representative
In Attendance	Senator Ann Rivers – WA State Senator
In Attendance	Steve Nelsen – Executive Director
In Attendance	Tim Valencia – Deputy Director
In Attendance	Jessie Jackson – Executive Assistant
In Attendance	Jessica Burkhart – Administrative Services Manager
In Attendance	Tammy Sadler – Benefits Ombudsman
In Attendance	Sarah White – Benefits Ombudsman
In Attendance	Jacob White – Senior Research and Policy Manager
In Attendance	Karen Durant – Senior Research and Policy Manager
In Attendance	Tor Jernudd – Assistant Attorney General

Call to Order

The LEOFF Plan 2 Retirement Board met virtually via Zoom in Olympia, Washington on November 17, 2021. A quorum of the members was present at this meeting.

Chair Dennis Lawson called the meeting to order at 9:30 AM and requested those present to take a moment of silence to honor those who had fallen since the last the Board meeting.

1. Approval of Minutes

Minutes from the September 29, 2021 board meeting are before the Board for approval.

ACTION	It was moved to approve the Board meeting minutes from September 29, 2021. Motion seconded. The Board approved the minutes without objection.
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2. WSIB Annual Update

Theresa Whitmarsh, Chief Executive Officer from the Washington State Investment Board provided an annual update to the Board for 2021.

3. Tiered Multiplier Benefit Improvement

Jacob White, Senior Research and Policy Manager gave a comprehensive report to the Board on the Tiered Multiplier Benefit Improvement. The options below are provided to the Board for consideration. A final briefing will occur at the December meeting. Staff will draft bill and work with OSA on fiscal analysis.

BOARD MEETING MINUTES

NOVEMBER 17, 2021 – FINAL



1. Lump Sum Benefit

- a) \$20,000 lump sum payment to all retirees with over 5 years of service
- b) \$100 per month of service and a minimum of \$20,000 for catastrophic and duty disability retirees, and duty death beneficiaries

2. Tiered Multiplier

- a) Increase the plan benefit multiplier from 2% to 2.5% for the years of service between 15 and up to 26
- b) Other

3. Implementation

- a) Develop a policy as part of bill
- b) Fix rates for next three years and then develop a policy

ACTION

It was moved and seconded to adopt the options of **1b, 2a, 3a**. Motion passed unanimously.

1. Lump Sum Benefit b) \$100 per month of service and a minimum of \$20,000 for catastrophic and duty disability retirees, and duty death beneficiaries

2. Tiered Multiplier

a) Increase the plan benefit multiplier from 2% to 2.5% for the years of service between 15 and up to 26

3. Implementation

a) Develop a policy as part of bill

4. Interruptive Military Service Credit

Jacob White, Senior Research and Policy Manager gave a final report to the Board on Interruptive Military Service Credit. Two policy options are before the Board:

Option 1: Expand No-Cost Interruptive Military Service Credit

- Expand no-cost interruptive military service credit to include service where a member earns an expeditionary medal

Option 2: No Action

- Continue to limit eligibility for no-cost interruptive military service credit to service where a campaign medal was earned and does not include service where an expeditionary medal was earned

ACTION

It was moved and seconded to adopt Option 1 and expand no-cost interruptive military service credit to include service where a member earns an expeditionary medal. Motion passed unanimously.

5. 2020 Actuarial Valuation Results

Mitch DeCamp, Senior Actuarial Analyst from the Office of the State Actuary presented an informational presentation on the 2020 LEOFF 2 Actuarial Valuation Results.

BOARD MEETING MINUTES

NOVEMBER 17, 2021 – FINAL



6. Roth Deferred Option

Jacob White, Senior Research and Policy Manager gave a comprehensive report to the Board on Roth 457/Deferred Compensation Option. A final briefing will be presented at the December 15th board meeting.

7. Administrative Update

Steve Nelsen, Executive Director gave a brief administrative update. Representative Bergquist gave a presentation at the IFEBP conference in October. Tim Valencia attended and provided outreach at the WA State Fire Commissioners Eye to Eye meeting on October 22nd.

8. Economic Assumption Adoption

Steve Nelsen, Executive Director presented to the Board on economic assumptions. The Board is tasked with adopting economic assumptions every two years. Options before the Board are:

1. Adopt all the recommended assumption changes
2. Adopt only recommended assumed investment return change
3. Do not adopt assumptions changes

ACTION | It was moved and seconded to adopt Option 1 and adopt all recommended assumption changes. Motion passed unanimously.

4. 2022 Meeting Calendar Adoption

Board meeting dates for 2022 are before the board for adoption.

ACTION | It was moved and seconded to adopt the dates as presented with the selection of November 16th and December 14th. Motion passed unanimously.

Adjournment

ACTION | It was moved and seconded to adjourn. Motion passed unanimously. There being no further business, the meeting was adjourned at 11:29am.

The next meeting of the LEOFF Plan 2 Retirement Board is scheduled for December 15, 2021 via Zoom in Olympia, WA 98502.

BOARD MEETING MINUTES

DECEMBER 15, 2021 – FINAL



TRUSTEE AND STAFF ATTENDANCE

In Attendance	Dennis Lawson, Chair – Central Pierce Fire and Rescue
In Attendance	Jason Granneman, Vice Chair – Clark County Sheriff’s Office
In Attendance	Adé Ariwoola – City of Federal Way
In Attendance	Mark Johnston – Vancouver Fire Department
In Attendance	AJ Johnson – Snohomish County Fire District #1
In Attendance	Senator Jeff Holy – Spokane Police Department (Retired)
In Attendance	Tarina Rose-Watson – Spokane Int’l Airport Police Dept
In Attendance	Wolf Opitz – Pierce County
In Attendance	Pat McElligott – City of Dupont
In Attendance	Representative Steve Bergquist – WA State Representative
In Attendance	Senator Ann Rivers – WA State Senator
In Attendance	Steve Nelsen – Executive Director
In Attendance	Tim Valencia – Deputy Director
In Attendance	Jessie Jackson – Executive Assistant
In Attendance	Jessica Burkhart – Administrative Services Manager
In Attendance	Tammy Sadler – Benefits Ombudsman
In Attendance	Sarah White – Benefits Ombudsman
In Attendance	Jacob White – Senior Research and Policy Manager
In Attendance	Karen Durant – Senior Research and Policy Manager
In Attendance	Tor Jernudd – Assistant Attorney General

Call to Order

The LEOFF Plan 2 Retirement Board met via virtually via Zoom on December 15, 2021. A quorum of the members was present at this meeting.

Chair Dennis Lawson called the meeting to order at 9:30AM and requested those present to take a moment of silence to honor those who had fallen since the last the Board meeting.

1. Approval of Minutes

Minutes from the October and November meetings are before the Board for approval.

ACTION	It was moved to approve the Board meeting minutes from October 27 th and November 17 th . Motion was seconded. The Board approved the minutes without objection.
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2. Financial Expenditure Audit Results

Cavan Busch, Jordan Prince and Michael Hutchinson from the Office of the State Auditor presented results from the Financial Audit of July 1, 2020 - June 30, 2021. The Board’s report will be published on the State Auditors website on December 23rd.

BOARD MEETING MINUTES

DECEMBER 15, 2021 – FINAL



3. Roth Deferred Compensation Plan Option – Final Proposal

Jacob White, Senior Research and Policy Manager presented a final report on Roth Deferred Compensation Plan Option. Two options are before the Board for consideration.

Option 1: Endorse legislation

- The Board may sponsor legislation this session in case DRS's Budget Request is not included in the Governor's Budget or is cut from the final budget passed by the legislature.

Option 2: Take no action

- The Board may choose to not pursue legislation this session since DRS has submitted a Budget Request with the Governor's Office. The Board will not know whether the Budget Request was included in the Governor's Budget until after the final interim meeting in December.

ACTION | It was moved and seconded to adopt Option 1 and endorse legislation. Motion passed unanimously.

4. DRS Annual Update

Seth Miller, Director of Retirement Readiness and Tracy Guerin, Executive Director from the Department of Retirement Systems gave an annual update to the Board.

5. Tiered Multiplier Benefit – Final Proposal

Jacob White, Senior Research and Policy Manager presented a final report on Tiered Multiplier Benefit to the Board. Mitch DeCamp and Lisa Won from the Office of the State Actuary presented the results of their pricing and actuarial options to manage contribution rate impacts.

Two actuarial options are before the Board for consideration.

Option 1: Modify minimum contribution rate policy to 80% rate floor

Option 2: Offset to future contribution rates that recognize BIA transfer

ACTION | It was moved and seconded to adopt Option 2. Motion passed unanimously.

Two legislative policy options are before the Board of consideration.

Option 1: Endorse draft bill language for Tiered Multiplier Benefit

Option 2: No action

ACTION | It was moved and seconded to adopt Option 1 and endorse draft bill language. Motion passed unanimously.

6. Administrative Update

Steve Nelsen, Executive Director gave an administrative update to the Board. The State Auditor's Office is conducting an Accountability Audit.

BOARD MEETING MINUTES

DECEMBER 15, 2021 – FINAL



Stakeholder Outreach - Jacob White attended a WSCFF Executive Board meeting on December 13th to answer questions. FOP has an E-Board meeting in early January that Director Nelsen will be attending via Zoom.

This is Ade Ariwoola's final board meeting due to his retirement.

7. Executive Session

The Board went to Executive Session for 15 minutes for the discussion of the performance of a public employee. No action was taken by the Board.

Adjournment

There being no further business, the meeting was adjourned at 11:47AM.

The next meeting of the LEOFF Plan 2 Retirement Board is scheduled for January 26th via Zoom in Olympia, WA 98502.