

BOARD MEETING MINUTES

JANUARY 26, 2022 - 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	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
Absent	Representative Steve Bergquist – WA State Representative
Absent	Senator Ann Rivers – WA State Senator
In Attendance	Jay Burney – City of Olympia
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 on January 26, 2022. 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

Jacob White, Senior Research and Policy gave a legislative update to the Board. It is Day 17 of a 60-day legislative session.

LEOFF 2 Bills

- Benefit Improvements to LEOFF 2 (HB 1701 | SB 5652)
- No-cost Interruptive Military Service Credit Eligibility (HB 1804 | SB 5726)
- Roth 457 Option (HB 1752)

Other Bills of Interest

- Governor’s Proposed Supplemental Budget (HB 1816 | SB 5693)
- Benefit Improvements to LEOFF 2 and LEOFF 1 (SB 5791)

BOARD MEETING MINUTES

JANUARY 26, 2022 - FINAL



2. Administrative Update

Steve Nelsen, Executive Director provided an administrative update to the Board

- 2021 Q4 Budget Update
- Outreach Activities – Upcoming legislative conferences/meetings
- We are in the process of the Accountability Audit with the State Auditor’s Office
- DRS Rulemaking

Adjournment

There being no further business, the meeting was adjourned at 9:54AM.

The next meeting of the LEOFF Plan 2 Retirement Board is scheduled for February 23, 2022 in Olympia, WA.

BOARD MEETING MINUTES

FEBRUARY 23, 2022 – 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	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	Jay Burney – City of Olympia
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
Absent	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 on February 23, 2022. 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

Jacob White, Senior Research and Policy Manager gave a legislative update to the Board.

LEOFF 2 Bills

- Benefit Improvements to LEOFF 2 (SHB 1701 | SSB 5652)
- No-cost Interruptive Military Service Credit Eligibility (HB 1804 | SB 5726)
- Roth 457 Option (EHB 1752)

Other Bills of Interest

- Governor’s Proposed Supplemental Budget (HB 1816 | SB 5693)
- Benefit Improvements to LEOFF 1 (SSB 5791)

2. Administrative Update

Steve Nelsen, Executive Director gave an administrative update to the Board. There are two weeks left of the legislative session.

BOARD MEETING MINUTES

FEBRUARY 23, 2022 – FINAL



Stakeholder Outreach – No events are scheduled between now and the March 23rd meeting. WSCFF will their have Educational Seminar in April, and staff will have a table to communicate with members answering questions, subject to COVID rules at that time.

Accountability Audit Update – The State Auditor’s Office will be present the results of the at the March 23rd meeting.

DRS Rulemaking – We are working with DRS on several administrative rules dealing with LEOFF.

The next meeting is March 23rd. We have been in communication with the Washington State Investment Board regarding the opening and use of their Boardroom. They have no plans to be open to the public yet so our March 23rd meeting will be virtual. We will have more information at the March meeting regarding the status of hybrid meetings moving forward.

March will be the first regular meeting of the year with a legislative session recap and the interim preview items for review.

Adjournment

There being no further business, the meeting was adjourned at 9:43am.

The next meeting of the LEOFF Plan 2 Retirement Board is scheduled for March 23, 2022 via Zoom in Olympia, WA 98502.

BOARD MEETING MINUTES

MARCH 23, 2022 – 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
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	Jay Burney – City of Olympia
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 in the Washington State Investment conference room in Olympia, Washington on March 23, 2022. A quorum of the members was present at this meeting.

Vice Chair Jason Granneman 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 December 2021, January 2022 and February 2022 board meetings are before the Board for consideration.

ACTION	It was moved to approve the Board meeting minutes from December 2021, January 2022 and February 2022. Motion seconded. The Board approved the minutes without objection.
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2. Accountability Audit Results

Erik Simonson, Assistant State Auditor, Carol Gross, Assistant Audit Manager and Scott Bills, Audit Manager from the State Auditor’s Office presented the Exit Conference to the Board and results from the Accountability Audit.

BOARD MEETING MINUTES

MARCH 23, 2022 – FINAL



In those selected areas, Board operations complied, in all material respects, with applicable state laws, regulations, and its own policies, and provided adequate controls over the safeguarding of public resources. The Auditor's Report will be published in the next 2 weeks.

3. Accountability Audit Response Plan

Tim Valencia, Deputy Director reviewed the agency's corrective action plan to address the Auditor's recommendations for improvement. Staff will provide clear instructions to the Chair to make sure OPMA protocols regarding executive session are followed during meetings. Later this interim Tor Jernudd, AAG will give an annual presentation on the OPMA training recommended by the State Auditor's Office. A second review check on the meeting minutes to ensure the audio and minutes match will occur as well. Verbal recommendations were given regarding documentation and reporting of employee recognition awards, documentation of out of state lodging, and participation in the Commute Trip Reduction program. Staff will be applying these recommendations to their processes.

4. Legislative Session Review

Jacob White, Senior Research and Policy Manager gave a review of the 2021 legislative session which ended March 10th.

LEOFF 2 Benefit Improvement Bill

HB 1701 – Passed legislature and is awaiting signature by the Governor. This bill purchases LEOFF 2 benefit improvements using the Benefit Improvement Account. New benefits begin January 16, 2023.

Roth Option for Deferred Compensation Plan

HB 1752 – Passed legislature and is awaiting signature by the Governor. Creates a Roth 457 option that will be available by December 1, 2023.

Interruptive Military Service Credit

HB 1804 – Did not pass. Passed out of house of origin (yeas, 96; nays, 0) and Senate Ways and Means, but did not make it out of Senate Rules Committee.

SB 5726 – Did not pass. Passed out of house of origin (yeas, 49; nays, 0) but did not receive a hearing in House Appropriations.

Budget

LEOFF 2 state contributions are fully funded

DRS Funding

- Administration of LEOFF 2 bills is fully funded
- Additional FTEs for increase in retirements –11.3 FTEs

Other Bills of Interest

SB 5791 – LEOFF 1 Benefit Improvement

- SCPP Bills
- HB 1669 -PSERS Disability Benefits
- SB 5676 –PERS/TRS Plan 1 COLAs

BOARD MEETING MINUTES

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5. Adoption of Administrative Factors

Jacob White, Senior Research and Policy Manager gave an initial presentation to the Board on Administrative Factors. The Board will be asked to adopt administrative factors at the April 27th board meeting. These factors were last adopted in 2018. New factors would go into effect December 1, 2022. No action was taken.

6. Interim Planning

Jacob White, Senior Research and Policy Manager reviewed the administrative and actuarial responsibilities of the Board for the draft interim plan. Adoption of the interim plan will be before the Board at the April 27th meeting. No action was taken.

Benefit Topics

1. Interruptive Military Service Credit
2. Benefit Improvement Follow-up
3. Survivor Option Reelection Follow-up
4. Career Change Possible Educational Briefing
5. Inflation/COLA Possible Educational Briefing

Actuarial Topics

1. Adoption of Administrative Factors (March/April)
2. Results of the Actuarial Valuation
3. Possible Contribution Rate Adoption

Administrative Topics

1. Interim Planning (April/May)
2. AGO Training – OPMA
3. 2023-2025 Agency Operating Budget (July)
4. DRS/CEM Benchmarking (Sept)
5. DRS Annual Update (Nov)
6. WSIB Annual Update (Dec)
7. Strategic Planning & Board Expectations (Oct)

7. Administrative Update

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

Outreach Activities – The WSCFF Educational Seminar is the week of April 18th in Vancouver, and staff will attend and provide an outreach table to answer questions.

Agency Return to Office Plan – Staff will return to the office 3 days a week in April, with coverage in the office Monday – Friday.

Hybrid Board Meetings – The April 27th board meeting will be a hybrid meeting held at the Washington State Investment Board.

DRS is communicating with Catastrophically Disabled LEOFF members regarding their eligibility and will be doing financial reviews.

BOARD MEETING MINUTES

MARCH 23, 2022 – FINAL



Senator Holy requested an educational briefing on a potential benefit topic of the implementation of duty related disabilities.

AJ Johnson asked the Board about the possibility of changing the June 22nd meeting to June 15th. Board members were asked to check their schedules and discuss it further at the April 27th meeting.

Adjournment

There being no further business, a motion was made to adjourn. Motion was seconded. The meeting was adjourned at 10:36am.

The next meeting of the LEOFF Plan 2 Retirement Board is scheduled for April 27, 2022 at the Washington State Investment Board located at 2100 Evergreen Park Drive SW Olympia, WA 98502.

BOARD MEETING MINUTES

APRIL 27, 2022 – FINAL



TRUSTEE AND STAFF ATTENDANCE

Absent	Dennis Lawson, Chair – Central Pierce Fire and Rescue
Absent	Jason Granneman, Vice Chair – Clark County Sheriff’s Office
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 – East Pierce County Fire
In Attendance	Representative Steve Bergquist – WA State Representative
Absent	Senator Ann Rivers – WA State Senator
In Attendance	Jay Burney – City of Olympia
Teleconference	Steve Nelsen – Executive Director
In Attendance	Tim Valencia – Deputy Director
In Attendance	Jessie Jackson – Executive Assistant
Teleconference	Jessica Burkhart – Administrative Services Manager
Absent	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 in the Washington State Investment conference room in Olympia, Washington for a hybrid meeting on April 27, 2022. A quorum of the members was present at this meeting.

Pat McElligott 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. Administrative Committee – Employer Rep

Election for a new Employer Representative for the Administrative Committee is before the Board. The two-year term for this position commences immediately following the officer’s election.

ACTION | It was moved to nominate Pat McElligott for Employer Representative. The motion was seconded. Motion passed unanimously.

2. Administrative Factors Adoption

Jacob White, Senior Research and Policy Manager presented an overview of new administrative factors. The Board has authority to adopt administrative factors, which would be effective December 1, 2022.

The options in front of the Board today are:

1. Adopt new Administrative Factors
2. Do not adopt new Administrative Factors

BOARD MEETING MINUTES

APRIL 27, 2022 – FINAL



ACTION | It was moved and seconded to adopt new administrative factors. Motion passed unanimously.

3. Interim Work Plan Adoption

Jacob White, Senior Research and Policy Manager reviewed the draft interim work plan with the Board.

Options before the Board are:

1. Make changes to the work plan
2. Adopt the workplan

ACTION | It was moved and seconded to adopt the work plan. Motion passed unanimously.

4. Approval of Minutes

Minutes from the March board meeting are before the Board for consideration.

ACTION | It was moved to approve the Board meeting minutes from March 23, 2022. Motion was seconded. The Board approved the minutes without objection.

5. June Meeting Date Change

A request by Chair Lawson to change the June meeting date is before the Board for consideration.

ACTION | It was moved to change the June meeting date to June 15. Motion was seconded. Motion passed unanimously.

6. BIA Next Steps

Jacob White, Senior Research and Policy Manager presented an overview of the next steps and implementation of HB 1701. No action was taken.

7. Inflation/COLA Educational Briefing

Jacob White, Senior Research and Policy Manager presented a briefing on inflation.

Options before the Board are:

1. Study policy options for changing LEOFF 2 COLA to address inflation concerns
2. No further action at this time

ACTION | It was moved and seconded to study policy options for changing the LEOFF 2 COLA to address inflation concerns. Motion passed unanimously.

BOARD MEETING MINUTES

APRIL 27, 2022 – FINAL



8. Administrative Update

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

The WSCFF Educational Seminar was held in Vancouver the week of April 18th. Tim Valencia attended and provided an outreach table to answer member questions.

Staff has returned to work in the office three days a week with coverage Monday – Friday. There was discussion from several trustees who expressed support for continued remote work for staff.

Adjournment

There being no further business, the meeting was adjourned at 10:41AM.

The next meeting of the LEOFF Plan 2 Retirement Board is scheduled for May 18, 2022. This will be a hybrid meeting at the Washington State Investment Board located at 2100 Evergreen Park Drive SW Olympia, WA 98502. Public attendance is available via video or teleconference.

BOARD MEETING MINUTES

MAY 18, 2022 – FINAL



TRUSTEE AND STAFF ATTENDANCE

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

Call to Order

The LEOFF Plan 2 Retirement Board met in the Washington State Investment Board conference room in Olympia, Washington on May 18, 2022. A quorum of the members was present for 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, with a special mention for Executive Director Steve Nelsen’s father who recently passed.

1. Approval of Minutes

Minutes from the April 27, 2022 meeting are before the Board for consideration.

ACTION | It was moved to approve the Board meeting minutes from April 27, 2022. Motion seconded. The Board approved the minutes without objection.

2. Preliminary Actuarial Valuation Results

Mitch DeCamp and Sarah Baker from the Office of the State Actuary presented the preliminary actuarial valuation results. Next steps will include a preliminary contribution rate and funding policy presentation from OSA at the June 15th meeting. Final contribution rates will be available for Board action at the July meeting. No action was taken today.

BOARD MEETING MINUTES

MAY 18, 2022 – FINAL



3. Open Public Meeting Act

Tor Jernudd, Assistant Attorney General presented an annual training to the Board on the Open Public Meeting Act. Lessons from Covid and the new revisions from the OPMA were discussed. No action was taken.

4. Historic Duty Disability Informational Briefing

Steve Nelsen, Executive Director presented an informational briefing on Historic Duty Disability Informational Briefing. No action was taken.

5. Interruptive Military Service Credit

Jacob White, Senior Research and Policy Manager gave a comprehensive report to the Board on Interruptive Military Service Credit. This was a Board endorsed bill in 2021 but failed to pass the legislature in the 2022 session. The Select Committee on Pension Policy is scheduled to take action on whether to endorse this legislation again at their May meeting. Two options are before the Board for consideration.

Option 1: Expand No-Cost Interruptive Military Service Credit to include service where a member earns an expeditionary medal. The Board can forego additional presentations from staff on the issue.

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. Motion passed unanimously.

6. Survivor Option Reelection

Jacob White, Senior Research and Policy Manager gave an initial presentation to the Board on Survivor Option Reelection. Members are not able to change their survivor option, beyond 90 days from their first retirement payment, even if a post-retirement recalculation causes a change in their pension. Options before the Board today are:

Option 1: Authorize Board staff to seek legal advice from tax counsel regarding retiree's ability to change survivor option when a recalculation of their benefit has occurred.

Option 2: Take no action.

ACTION | It was moved and seconded to adopt Option 1 and authorize Board staff to seek legal advice from tax counsel. Motion passed unanimously.

7. DRS Rule-making Update

Sarah White, Benefits Ombudsman presented an update on DRS and LEOFF 2 continued coordination on Rule-making. No action was taken.

8. Administrative Update

Steve Nelsen, Executive Director gave a brief administrative update to the Board on outreach activities since the last meeting. Tim Valencia, Deputy Director attended the WSCFF Educational Seminar in Vancouver April

BOARD MEETING MINUTES

MAY 18, 2022 – FINAL



19-21 and provided an Outreach table for members. Jacob White, Senior Research and Policy Manager attended the WACOPS Spring Membership Meeting on May 12th in Everett and gave an update.

Adjournment

There being no further business, the meeting was adjourned at 11:43AM.

The next hybrid meeting of the LEOFF Plan 2 Retirement Board is scheduled for June 15, 2022 at the Washington State Investment Board located at 2100 Evergreen Park Drive SW Olympia, WA 98502.

BOARD MEETING MINUTES

JUNE 15, 2022 – 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	Mark Johnston – Vancouver Fire Department
Teleconference	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
Absent	Wolf Opitz – Pierce County
Teleconference	Pat McElligott – East Pierce County Fire
In Attendance	Representative Steve Bergquist – WA State Representative
Absent	Senator Ann Rivers – WA State Senator
Teleconference	Jay Burney – City of Olympia
In Attendance	Steve Nelsen – Executive Director
In Attendance	Tim Valencia – Deputy Director
In Attendance	Jessie Jackson – Executive Assistant
Teleconference	Jessica Burkhart – Administrative Services Manager
Teleconference	Tammy Sadler – Benefits Ombudsman
Teleconference	Jacob White – Senior Research and Policy Manager
Teleconference	Sarah White – Benefits Ombudsman
Teleconference	Karen Durant – Senior Research and Policy Manager
Teleconference	Tor Jernudd – Assistant Attorney General

Call to Order

The LEOFF Plan 2 Retirement Board met in the Washington State Investment Board conference room in Olympia, Washington on June 15, 2022. A quorum of the members was present at this meeting.

Chair Dennis Lawson called the meeting to order at 9:44am 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 18, 2022 meeting are before the Board for consideration.

ACTION | It was moved to approve the Board meeting minutes from May 18, 2022. Motion was seconded. The Board approved the minutes without objection.

2. General Wage Increase

Tim Valencia, Deputy Director presented the general wage increase information to the Board. Section 937 of the ESSB 5693, 2021-23 Biennial Operating Budget, specifies that funding is provided in agency appropriations for a 3.25 percent general wage increase effective July 1, 2022. Two options are before the board:

1. Adopt general wage increase of 3.25% for all staff
2. Don’t adopt general wage increase

BOARD MEETING MINUTES

JUNE 15, 2022 – FINAL



ACTION | It was moved and seconded to adopt the general wage increase of 3.25% for all staff. Motion passed unanimously.

3. Actuarial Valuation Draft Results

Daniel Wade and Gary Deeth from Milliman presented preliminary comments on their actuarial audit to the Board. No action was taken.

4. Contribution Rate Preview

Mitch DeCamp and Michael Harbour from the Office of the State Actuary presented the contribution rates and funding policy from the 2021 preliminary actuarial valuation. They gave a review on the Rate-setting process, funding policy and preliminary calculated contribution rates. Final and audited contribution rates will be available at the July meeting and the Board will have the option to adopt contribution rates then. No action was required from the Board today.

5. Survivor Purchase of Service Credit for Authorized Leave of Absence

Sarah White, Benefits Ombudsman presented for initial consideration the issue of purchasing service credit for authorized leave of absence. Two options are before the Board:

1. Request staff to prepare a Comprehensive report
2. No action at this time.

ACTION | It was moved and seconded to request staff to prepare a comprehensive report. Motion passed unanimously.

6. Career Change Follow-up

Jacob White, Senior Research and Policy Manager presented an educational briefing on the career change law. Two options are before the Board:

1. Motion to further study this issue
2. No further action at this time.

ACTION | It was moved and seconded to take no further action at this time. Motion passed unanimously.

7. Administrative Update

Steve Nelsen, Executive Director gave an administrative update to the Board regarding future board meetings. The WSIB has been updating technology to move to hybrid meetings and will start allowing the public to attend in September, which will mean that public can attend LEOFF 2 meetings as well.

Outreach Activities: WSCFF will have their annual convention later in June and LEOFF 2 staff will attend and provide an outreach table for members.

BOARD MEETING MINUTES

JUNE 15, 2022 – FINAL



Adjournment

There being no further business, the meeting was adjourned at 11:26am.

The next hybrid meeting of the LEOFF Plan 2 Retirement Board is scheduled for July 27, 2022 at the Washington State Investment Board located at 2100 Evergreen Park Drive SW Olympia, WA 98502.

BOARD MEETING MINUTES

JULY 27, 2022 – FINAL



TRUSTEE AND STAFF ATTENDANCE

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

Call to Order

The LEOFF Plan 2 Retirement Board met in the Washington State Investment conference room in Olympia, Washington on July 27, 2022. A quorum of the members was present at this meeting.

Chair Dennis Lawson called the meeting to order at 9:32AM.

1. Approval of Minutes

Minutes from the June board meeting are before the Board for consideration.

ACTION

It was moved to approve the Board meeting minutes from June 15, 2022. Motion seconded. The Board approved the minutes without objection.

2. Actuarial Valuation Audit Final Results

Daniel Wade, Gary Deeth and Nick Collier from Milliman presented the final results from the actuarial valuation. They reviewed the Office of the State Actuary’s valuation and confirmed their work is reasonable and appropriate. No changes are recommended to the 2021 valuation based on the current audit.

3. Contribution Rate Setting Adoption

Jacob White, Senior Research and Policy Manager reviewed contribution rates with the Board. The Board has the option to adopt contribution rates for the 2023-2025 and 2025-2027 biennia.

BOARD MEETING MINUTES

JULY 27, 2022 – FINAL



Options before the Board are:

1. No action
 - Member rate = 8.53%, Employer rate = 5.12%, State rate = 3.41%

2. Adopt the current contribution rate for the 2023-25 and 2025-27 biennia. Reassess the 2025-27 biennium contribution rates based on the 2023 Actuarial Valuation Report consistent with funding policy set in SHB 1707
 - Member rate = 8.53%, Employer rate = 5.12%, State rate = 3.41%

ACTION | It was moved and seconded to adopt the current contribution rate for the 2023-25 and 2025-27 biennia. Motion passed unanimously.

4. 2023-2025 Biennial Budget Adoption

Tim Valencia, Deputy Director presented an overview of the July 2023 – June 2025 agency budget and proposed spending plan to the Board for consideration.

ACTION | It was moved and seconded to adopt the proposed spending plan. Motion passed unanimously.

5. Administrative Update

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

Outreach Activities - WSCFF had their 83rd annual convention and Tim Valencia attended and provided outreach at their event.

Expectation Interviews – It is the time to start scheduling the annual expectation interviews with trustees and Director Nelsen to be completed by end of September. Results will be presented at the October meeting.

August Meeting – Historically the August meeting is cancelled if the Board’s work plan is on schedule.

September Meeting – The Washington State Investment Board is opening back up to allowing public to attend meetings starting in September. The technology will be updated in the room as well.

ACTION | It was moved and seconded to cancel the August 24th board meeting. Motion passed unanimously.

Adjournment

There being no further business, a motion to adjourn was made. Motion was seconded. Motion passed unanimously at 10:21AM.

The next meeting of the LEOFF Plan 2 Retirement Board is scheduled for September 28, 2022 at the Washington State Investment Board located at 2100 Evergreen Park Drive SW Olympia, WA 98502.



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: July 27, 2022

SUBJECT: August 24, 2022 Meeting Cancellation

OFFICE OF THE CODE REVISER
STATE OF WASHINGTON
FILED

DATE: July 27, 2022

TIME: 10:20 AM

WSR 22-16-039

The Law Enforcement Officers' and Fire Fighters' Plan 2 Retirement Board has voted to cancel their August 24th meeting date.

The next scheduled meeting will be September 28, 2022 and will be held at the Washington State Investment Board with public access available by Zoom video conference and telephone.

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

BOARD MEETING MINUTES

SEPTEMBER 28, 2022 – FINAL



TRUSTEE AND STAFF ATTENDANCE

In Attendance	Dennis Lawson, Chair – Central Pierce Fire and Rescue
Teleconference	Jason Granneman, Vice Chair – Clark County Sheriff’s Office
Teleconference	Mark Johnston – Vancouver Fire Department
Teleconference	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
Teleconference	Wolf Opitz – Pierce County
In Attendance	Pat McElligott – East Pierce County Fire
In Attendance	Representative Steve Bergquist – WA State Representative
Teleconference	Senator Ann Rivers – WA State Senator
In Attendance	Jay Burney – City of Olympia
In Attendance	Steve Nelsen – Executive Director
In Attendance	Tim Valencia – Deputy Director
In Attendance	Jessie Jackson – Executive Assistant
Teleconference	Jessica Burkhart – Administrative Services Manager
Teleconference	Tammy Sadler – Benefits Ombudsman
In Attendance	Jacob White – Senior Research and Policy Manager
Teleconference	Sarah White – Benefits Ombudsman
Teleconference	Karen Durant – Senior Research and Policy Manager
In Attendance	Tor Jernudd – Assistant Attorney General

Call to Order

The LEOFF Plan 2 Retirement Board met in the Washington State Investment conference room in Olympia, Washington on September 28, 2022. A quorum of the members was present at this meeting.

Chair Dennis Lawson called the meeting to order at 9:30AM and called for a moment of silence to remember our fallen brothers and sisters.

1. Approval of Minutes

Minutes from the July board meeting are before the Board for consideration.

ACTION | It was moved to approve the Board meeting minutes from July 27, 2022. Motion seconded. The Board approved the minutes without objection.

2. Department of Retirement Systems Benchmarking

Mark Feldhausen, Budget Director from the Department of Retirement Systems gave his annual presentation on Public Pension Administration Benchmarking to the Board. No action was taken by the Board.

3. Survivor Option Reelection – Comprehensive Report

Jacob White, Senior Research and Policy Manager gave a comprehensive report to the Board on Survivor Option Reelection. Retirees are not able to change their survivor option, beyond 90 days from their first

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retirement payment, even if a post-retirement recalculation due to an employer error causes a change in their pension. Legal advice was received from Ice Miller since the last presentation on this topic.

Policy options before the Board are:

- 1) Create a window for retirees to change their survivor option, if a retiree's benefit is recalculated due to an employer error that results in:
 - a) Any change to the retirement benefit
 - b) 5% or greater change to gross retirement benefit
 - c) 10% or greater change to gross retirement benefit
- 2) Take no action

ACTION

It was moved and seconded to adopt option 2 and take no action. Motion passed unanimously.

4. Public Records Requests

Jacob White, Senior Research and Policy Manager and Shawn Merchant, Legislative and Community Relations Director from the Department of Retirement Systems gave an informational presentation to the Board on the recent public records requests that DRS has received. No action was taken by the Board.

5. Administrative Update

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

Outreach Activities – Jacob White will be attending the Fraternal Order of Police event in Richland, WA on September 30th. Tim Valencia attended a Local 726 event on September 15th.

Tim Valencia attended the ISCEBS Symposium in Toronto and was honored and inducted into their Hall of Fame.

Expectation Interviews – Most interviews have been done and all will be complete by the October meeting.

October Meeting – The next meeting on October 19th will be held at the Washington State Investment Board and will include Strategic Planning.

The agency is beginning the annual financial expenditure Audit in October and the Board will hear results at a later meeting. A decision package was budgeted for an IT Audit that is being conducted as well.

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6. Possible Executive Session

The Board will convene until 11:25AM for the purpose of obtaining legal advice from the Assistant Attorney General. There is no action to discuss when the Board returns from Executive Session.

Adjournment

There being no further business, a motion to adjourn was made. Motion was seconded. Motion passed unanimously at 11:28AM.

The next meeting of the LEOFF Plan 2 Retirement Board is scheduled for October 19th at the Washington State Investment Board located at 2100 Evergreen Park Drive SW Olympia, WA 98502.

BOARD MEETING MINUTES

OCTOBER 19, 2022 – 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	Mark Johnston – Vancouver Fire Department
Absent	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
Teleconference	Wolf Opitz – Pierce County
In Attendance	Pat McElligott – East Pierce County Fire
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In Attendance	Jacob White – Senior Research and Policy Manager
Teleconference	Sarah White – Benefits Ombudsman
Teleconference	Karen Durant – Senior Research and Policy Manager
In Attendance	Tor Jernudd – Assistant Attorney General

Call to Order

The LEOFF Plan 2 Retirement Board met in the Washington State Investment conference room in Olympia, Washington on October 19, 2022. A quorum of the members was present at this meeting.

Chair Dennis Lawson called the meeting to order at 9:34am and requested those present to take a moment of silence to honor those who had fallen since the last the Board meeting.

1. Projection Analysis and Inflation Impacts

Lisa Won, ASA, FCA, MAAA, Deputy State Actuary and Frank Serra, Senior Actuarial Analyst from the Office of the State Actuary gave a presentation to the Board on projection analysis and inflation impacts.

2. Board Expectations

Tim Valencia, Deputy Director presented the results of the 2022 expectation interviews conducted by Steve Nelsen, Executive Director with trustees.

3. Strategic Planning – SWOT Analysis

Tim Valencia, Deputy Director facilitated a strategic discussion on identifying and analyzing internal strengths, weaknesses, external opportunities, and current/potential threats to shape current and future operations and help develop strategic goals.

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4. Proposed Calendar 2023

The proposed board meeting dates for 2023 are before the board for consideration. Adoption of these meeting dates will occur at the November 16th meeting.

Looking ahead to the November and December 2022 meeting agendas there are items that can potentially be moved to the January meeting.

ACTION	It was moved and seconded to cancel the December meeting. Motion passed unanimously.
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Adjournment

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

The next meeting of the LEOFF Plan 2 Retirement Board is scheduled for November 16, 2022 at the Washington State Investment Board located at 2100 Evergreen Park Drive SW Olympia, WA 98502.