

ILLINOIS POLICE OFFICERS' PENSION INVESTMENT FUND**GOVERNANCE COMMITTEE****MEETING MINUTES – JANUARY 10, 2023 AT 3:30 PM**

A meeting of the Illinois Police Officers' Pension Investment Fund's Governance Committee was held through the Zoom digital platform in accordance with the Gubernatorial Disaster Proclamation issued on 01-06-2023 and Public Act 101-0640. Members of the public were invited to participate remotely or in person pursuant to the meeting notice and agenda.

TRUSTEES PRESENT: Phil Suess
Lee Catavu
Shawn Curry

TRUSTEES ABSENT: None

OTHERS PRESENT: Michael Inman, Trustee
Richard White, Executive Director
Kent Custer, Chief Investment Officer
Gina Tuczak, Finance Director/Assistant Executive Director
Kate Cobb, Administrative Analyst
Shaun Ivey, Administrative Analyst
Brian LaBardi, General Counsel, Reimer Dobrovolny & LaBardi PC
Joe Burns, Fiduciary Counsel, Jacobs Burns Orlove & Hernandez, LLP
Allie Rysell, Plan Administrator, Foster & Foster, Inc.
Members of the Public

CALL TO ORDER: Committee Chairperson Suess called the meeting to order at 3:31 p.m.

ROLL CALL: As reflected above.

MEETING MINUTES: Chair Suess advised the Committee that all meeting minutes have been approved to date. The Committee's meeting minutes from the October 14, 2022, meeting were approved at the December 9, 2022 meeting of the Board of Trustees.

OLD BUSINESS: There was nothing outstanding to discuss.

NEW BUSINESS: *Review and make recommendations to the Board of Trustees:* Executive Director White reviewed the following action items with the Committee for feedback:

Goals and Objectives: Executive Director White reviewed a memorandum dated January 10, 2023, regarding the "Discussion of Goals & Objectives" with the Committee and referenced the materials that were provided for review in advance of the meeting. Chair Suess reviewed a document he prepared titled "Suggested Goals" with the Committee. His suggested goals were organized by the following categories: Administration, Finance, Communication, Investments, and Personnel. The Committee

reviewed the draft goals and objectives document prepared by General Counsel with comments submitted by the Board of Trustees.

Trustee Curry indicated that he was fine with the proposed category structure of the goals and objectives presented by Chair Suess and recommended that the list under each category is revised to be more broad-based. He stated that the document provided by General Counsel only included comments submitted by two Trustees from the Board.

Chair Suess stated that some of the comments submitted to General Counsel were incorporated into his document. He would like Executive Director White and CIO Custer to have some time to integrate their goals and objectives into the proposed category format and to revisit this item for discussion at a later time.

Executive Director White and CIO Custer provided preliminary comments on the categories and process. Chair Suess encouraged staff to use the categories as a starting point and to exercise their best judgment and discretion to address the appropriate items under each category. The restructuring of specific items can be incorporated as needed. Executive Director White, CIO Custer, and Trustees Curry and Catavu agreed with Chair Suess' proposed approach. The updated goals and objectives document will be reviewed at the Committee's February 10th meeting for potential action at the Board's March 10th meeting.

Travel Policy: Executive Director White reviewed a memorandum dated January 10, 2023, regarding the "Travel Policy" with the Committee. The policy was prepared to provide guidance and oversight by the Board for travel procedures and the reimbursement of expenses for Trustees, staff, and others when conducting Board business. Executive Director White noted that the feedback provided by the Committee at the last meeting was incorporated into the policy. The Committee discussed the travel reimbursement criteria and procedures, allowable reimbursements, and other travel-related financial items.

Fiduciary Counsel Burns reviewed Section H of the Travel Policy, which requires the Board to operate under the standards in place for the Commission on Government Forecasting & Accountability and the Travel Guide prepared by the Legislative Travel Control Board, pursuant to the statute. He provided background information on the prudent person rule and the standards in place with similar organizations. The Trustees advised staff that they would be in favor of adopting a policy and rules that guide travel reimbursement using the prudent person standard of care, which is typically used by similar public pension funds. The Trustees discussed sending the matter to the Legislative Committee to develop language to remove the Legislative Travel Control Board as the guide that Trustees reference for travel reimbursements. Executive Director White requested that the Travel Policy is recommended to the Board of Trustees for approval. The Legislative Committee would be tasked with working through the legislative process to address the statutory guidelines in place by the Legislative Travel Control Board. All questions were answered by Fiduciary Counsel Burns and Executive Director White. A motion was made by Trustee Curry and seconded by Trustee Catavu to recommend Board approval of the Travel Policy. The motion carried unanimously by roll call vote.

AYES: Trustees Suess, Catavu, and Curry
NAYS: None
ABSENT: None

Education and Training Policy: Executive Director White reviewed a January 10, 2023 memorandum regarding the "Education and Training Policy" with the Committee. The policy was designed to assist

the Trustees in meeting their fiduciary duties to govern, administer, and oversee the fund. Executive Director White stated that the policy was also prepared to encourage and facilitate the pursuit of relevant education and training by the Trustees and staff. Chair Sues recommended language revisions to Section B(5), Section C(5)(f), and Section C(6). Trustees Curry and Catavu agreed with Chair Sues' recommended revisions. A motion was made by Trustee Curry and seconded by Trustee Catavu to recommend Board approval of the Education and Training Policy with the amendments as discussed. The motion carried unanimously by roll call vote.

AYES: Trustees Sues, Catavu, and Curry
NAYS: None
ABSENT: None

Administrative Rule 2023-01: Executive Director White summarized a memorandum dated January 10, 2023, regarding the "Authorized Agents: Administrative Rule 2023-01" with the Committee. He provided background information and reviewed the proposed administrative rule and sample resolution. All questions were answered by Executive Director White. A motion was made by Trustee Curry and seconded by Trustee Catavu to recommend Board approval of Administrative Rule 2023-01 and the resolution form. The motion carried unanimously by roll call vote.

AYES: Trustees Sues, Catavu, and Curry
NAYS: None
ABSENT: None

Rescind Administrative Rule 2021-01: Executive Director White summarized a memorandum dated January 10, 2023, regarding the "Administrative Rule 2021-01" with the Committee. General Counsel LaBardi provided background information on the rule and how it was used on the local level to aid in the initial communication between the IPOPIF and participating police pension funds. Now that Authorized Agents are in place for the participating police pension funds, the Authorized Representative rule can be repealed. A motion was made by Trustee Curry and seconded by Trustee Catavu to recommend that the Board of Trustees rescind Administrative Rule 2021-01. The motion carried unanimously by roll call vote.

AYES: Trustees Sues, Catavu, and Curry
NAYS: None
ABSENT: None

Next Meeting – February 10, 2023: Chair Sues stated that the next meeting of the Governance Committee is scheduled to take place on February 10, 2023, with the time to be determined at a later date.

CLOSED SESSION: A closed session was not needed.

PUBLIC COMMENT: There was no public comment.

ADJOURNMENT: With no further business to discuss, a motion was made by Trustee Curry and seconded by Trustee Catavu to adjourn the meeting at 4:46 p.m. The motion carried unanimously by roll call vote.


AYES: Trustees Sues, Catavu, and Curry
NAYS: None
ABSENT: None

Respectfully submitted by:



Allie Rysell, Plan Administrator

Approved by:



Phil Sues, Committee Chairperson

Approved by Committee: 03/30/23