

*Amended
minutes*

**MEETING OF THE BOARD OF TRUSTEES
December 14, 2023**

A meeting of the Board of Trustees was held on December 14, 2023, at the Firefighters' Retirement System building in Baton Rouge. Chairman Perry Jeselink called the meeting to order at 8:30 a.m.

Mr. Jeselink gave the invocation and Mr. Romero led the pledge of allegiance.

Ms. Vicknair called the roll. A quorum was present.

MEMBERS PRESENT

- Perry Jeselink
- Jerry Tarleton
- Stacy Birdwell
- Brian Fleming (designee of Commissioner Jay Dardenne)
- Mayor Darnell Waites (arrived after roll call)
- Representative Michael "Gabe" Firment
- Louis Romero
- Mayor Kim Gaspard

OTHERS PRESENT

- | | |
|------------------|-----------------|
| Marella Houghton | Henry Olinde |
| Michael Becker | Dawn Moeller |
| Ben Johnson | Chad Duffaut |
| Ashley Vicknair | Terry Stuard |
| Caitlin Myers | Robert Atkinson |
| William Hall | Tyler Brannan |
| Daniel Loper | Chad Monceaux |
| Louis Billeaud | Karen White |
| David Barnes | |

MINUTES

MOTION: Mr. Birdwell moved to approve the minutes of the board meeting held on November 8-9, 2023. Mr. Romero seconded. The motion passed unanimously.

The discussion of this matter was concluded with no further action being needed or taken.

APPLICANTS

- New Members

PROCEDURE: The FRS enrollment process, including the completion of the applicant forms, the physical examination, and the completion of any waivers of preexisting conditions, must be completed and all documents received by FRS within six months of the date of employment. If the FRS enrollment process is not completed within six months from the date of employment, the applicant will be a member eligible to begin vesting for regular benefits from the date of employment, but not eligible to begin vesting for disability benefits until the completion of the enrollment process. It is the statutory responsibility of the employer to ensure that the enrollment process is timely completed or to provide FRS with notice of noncompliance by the applicant. If a member who has not completed the enrollment process becomes injured in the line of duty and applies for disability benefits, then the member must prove that the disabling condition was not preexisting. Each enrollment application is reviewed by staff to determine eligible job classification, date of hire, employer certification, and medical waiver information. Each application for membership was completed and submitted in accordance with all applicable state laws.

Ms. Myers presented the list of new member applicants for the month of December 2023. (see attached Exhibit #1) She stated that all applications were in order.

MOTION: Mr. Birdwell moved to approve the new member applicants for the month of December 2023. Mr. Romero seconded. The motion passed unanimously.

The discussion of this matter was concluded with no further action being needed or taken.

- Retirees

PROCEDURE: To retire, a member must furnish the retirement office with an application for retirement. When the application is received by the retirement office, the member's file is reviewed for proper documentation and to determine that the applicant meets the legal criteria necessary to receive payment in the form of a monthly retirement benefit. Calculations for retirement are performed by the benefit analyst and verified by the system's administrator. All retirement applications were submitted, and benefits calculated in accordance with all applicable state laws.

Ms. Myers presented the list of new retirees for the month of December 2023. (see attached Exhibit #2). Ms. Myers stated that all applications were in order.

MOTION: Mr. Birdwell moved to approve the retiree applicants for the month of December 2023. Mr. Romero seconded. The motion passed unanimously.

The discussion of this matter was concluded with no further action being needed or taken.

- Survivor Applications

PROCEDURE: Survivors applying for benefits must furnish the retirement office with a notarized application for survivor benefits, a copy of the member's death certificate, a marriage license (if beneficiary is a spouse), and the beneficiary's birth certificate. Once received, the deceased member's records are reviewed by staff to determine survivor benefit eligibility and to determine that the survivor's benefit calculation is completed per all applicable state laws and any merger agreements.

[NOTE: Individuals who retired under another retirement system where FRS is a third-party administering payments as a result of a merger, and where the individual becomes deceased after the merger, the beneficiary or survivor is still required to submit all necessary documents; however, payment is made as set forth in the merger agreement (contract) affecting beneficiaries and survivors.] (R.S. 11:2256 and R.S. 11:2259)

Kenneth Fournerat- Ms. Myers presented the application of Kenneth Fournerat, drop beneficiary of Larry Fournerat. She stated that the application was in order.

MOTION: Mr. Birdwell moved to approve the application of Kenneth Fournerat. Mr. Romero seconded. The motion passed unanimously.

Kacie Malone- Ms. Myers presented the application of Kacie Malone, surviving spouse of Michael Malone. She stated that the application was in order.

MOTION: Mr. Birdwell moved to approve the application of Kacie Malone. Mr. Romero seconded. The motion passed unanimously.

Patricia Marien- Ms. Myers presented the application of Patricia Marien, surviving spouse of James Marien. She stated that the application was in order.

MOTION: Mr. Birdwell moved to approve the application of Patricia Marien. Mr. Romero seconded. The motion passed unanimously.

Shirley Maurer- Ms. Myers presented the application of Shirley Maurer, surviving spouse of Anthony O. Maurer. She stated that the application was in order.

MOTION: Mr. Birdwell moved to approve the application of Shirley Maurer. Mr. Romero seconded. The motion passed unanimously.

The discussion of this matter was concluded with no further action being needed or taken.

- Disability Applicants

PROCEDURE: To obtain disability benefits, a member must furnish the retirement office with an application for disability retirement. For the following applicant(s), the application for disability retirement, current job duties, and all medical records pertaining to the injury or illness were received and reviewed by the retirement office staff. An appointment was scheduled with a State Medical Disability Board doctor specializing in the area of the claimed disability. The doctor submitted a detailed report in laymen's terms of his findings based on the examination performed and the medical records reviewed. Prior to the meeting, the board of trustees was provided with the disability application, job description, State Medical Disability Board doctor's report and all medical records related to each applicant, for their review. (R.S. 11:215, 216, 218, & 2258)

[NOTE: By giving advance notice on its duly posted agenda, the board of trustees reserved the right to enter executive session pursuant to R.S. 42:17(A)(1) for discussion of any privacy protected physical or mental health information related to the disability applicants.]

██████████ Ms. Myers presented the disability application of ██████████ Ms. Myers stated that, based on the report by State Medical Disability Board doctor, the staff recommendation is for approval of the Application for Disability Retirement (Job-Related). (see attached Exhibit #3)

MOTION: Mr. Birdwell moved to enter executive session to discuss the agenda item above. Mr. Romero seconded. The motion passed unanimously.

MOTION: Mr. Birdwell moved to resume public session. Mr. Romero seconded. The motion passed unanimously.

MOTION: Mr. Birdwell moved to accept the staff's recommendation for approval of the application for a Job-Related Disability Retirement for ██████████ Mr. Romero seconded. The motion passed unanimously.

██████████ Ms. Myers presented the disability application of ██████████ Ms. Myers stated that, based on the report by State Medical Disability Board doctor, the staff recommendation is for approval of the Application for Disability Retirement (Job-Related) and suspending the requirement of disability recertification. (see attached Exhibit #4)

MOTION: Mr. Birdwell moved to accept the staff's recommendation for approval of the application for a Job-Related Disability Retirement and suspending the requirement of disability recertification for ██████████ based on the physical condition claimed and contingent on a confirmation of exhausted sick leave from the employer. Mr. Romero seconded. The motion passed unanimously.

The discussion of this matter was concluded with no further action being needed or taken.

RECESS FRS BOARD MEETING

CONVENE FRS-LLC JOINT ADVISORY COMMITTEE

[NOTE: The FRS-LLC Joint Advisory Committee met on December 14, 2023, at the FRS office in Baton Rouge at 8:30 a.m. to discuss the following business set forth in its posted agenda- (i) Discussion and advisory action regarding updates of the following LLCs: FRS-LB, FRS-LB#1, and FRS-GA, and all related matters. The minutes of that meeting are embedded herein. Committee members present were Ms. Houghton, manager; Mr. Jeselink, Mr. Tarleton, Mr. Birdwell, Mr. Fleming, Mayor Waites, Treasurer Schroder, Representative Firment, Mr. Romero, Mayor Gaspard, Michael Becker, Ben Johnson, Caitlin Myers, William Hall, Daniel Loper, Ashley Vicknair, Louis Billeaud, David Barnes, Dawn Moeller, Robert Atkinson, Chad Duffaut, Terry Stuard, Tyler Brannan, Chad Monceaux, and Karen White .]

- Discussion and advisory action regarding updates of the following LLCs: FRS-LB, FRS-LB#1, and FRS-GA

Ms. Houghton invited Michael Becker and Robert Atkinson to provide an update regarding an offer to purchase the property in Arizona, FRS-LB#1. Mr. Becker explained that FRS received a revised letter of intent from a potential buyer for \$25 million with \$10.2 million at the close. (see attached Exhibit #5) Treasurer Schroder addressed the advisory committee via zoom. He explained that he is very excited about the letter and he likes the structure of the offer. He added that the advisory committee has not signed a contract yet, but Mr. Atkinson has it ready.

MOTION: Mr. Birdwell moved to allow the subcommittee of the advisory committee to move forward with negotiations of the revised LOI regarding FRS-LB#1. Mr. Tarleton seconded. The motion passed unanimously.

The discussion of this matter was concluded with no further action being needed or taken.

ADJOURN FRS-LLC JOINT ADVISORY COMMITTEE**RECONVENE FRS BOARD MEETING****ACT 393 COMPLIANCE GUIDANCE EDUCATION**

Ms. Houghton invited Karen White, Executive Council at the Louisiana Municipal Association (LMA), to provide an educational presentation regarding ACT 393. Ms. White addressed the board and referenced the bill (see attached Exhibit #6) She explained to the board that the bill is focused on allowing public bodies the ability to accommodate a member of the public body and/or a member of the public who has a disability recognized by the ADA to be able to participate in public meetings. She elaborated on the law and requirements of that part, provided examples of

standard forms, answered questions relative to this part of the law, and reiterated that implementation of this part of the law is required. She also added that there is a discretionary part of the bill that would be optional for the board to discuss and possibly adopt, noting that opting to implement the discretionary option has additional requirements that the board must consider to ensure full compliance with the law.

The discussion of this matter was concluded with no action being needed or taken.

FY 2022-23 FRS FINANCIAL STATEMENTS

Dawn Moeller, Audit Manager with the Louisiana Legislative Auditors office, addressed the board. She then addressed the report titled "Financial Statement Audit for The Years Ended June 30, 2022, and 2023, Issued December 12, 2023." (see attached Exhibit #7). Ms. Moeller noted that the annual audit had been conducted by the Office of the Legislative Auditor. She said that FRS received an unmodified opinion on the audit, in other words, this was a clean opinion.

MOTION: Mayor Waites moved to accept the Financial Statement Audit for The Year Ending June 30, 2023. Mr. Tarleton seconded. The motion passed.

The discussion of this matter was concluded with no further action being needed or taken.

FY 2023-24 FRS OPERATING BUDGET

Mr. Johnson drew the board's attention to the FY 2023-24 Budget Amendment Request (see attached Exhibit #8) Mr. Johnson explained that there are six main amendments to the budget. He explained the amendments under professional services reflected an increase in medical exams for disability applicants and an increase in legal fees. He added that the four amendments under office were largely due to a tree that fell on the office property and landscaping, the purchase of MiFi's for disaster recovery, an increase in liability insurance, and an addition to utilities. He added that these expenses are being reclassified to the operating budget.

MOTION: Mr. Birdwell moved to accept the budget amendments as presented by Mr. Johnson. Mr. Romero seconded. The motion passed unanimously.

The discussion of this matter was concluded with no further action being needed or taken.

MONTHLY FLASH REPORT – NOVEMBER 2023

Mr. Barnes, consultant with NEPC, presented the monthly flash report for the month of November 2023. (see attached Exhibit #9) The overall fund was up as follows: 6.5% for the month of November as compared to the allocation index of 6.4%, 8.6% for the calendar year to date as compared to the allocation index of 8.0%, 6.2% for the trailing 12 months as compared to the allocation index of 5.6%; and 4.0% for the trailing 3 years as compared to the allocation index of 2.9%.

COMMITTEE REPORT - INVESTMENT COMMITTEE

[NOTE: The Investment Committee met on November 13, 2023, at the FRS office in Baton Rouge at 1:00 p.m. to discuss the following business set forth in its posted agenda- (i) Discussion and action regarding the HarbourVest portfolio, (ii) Discussion and action regarding Orleans Capital Management, (iii) Discussion and action regarding Murphree Venture Partners, and (iv) Discussion and action regarding FRS monthly investment performance results for November 2023, and all items related to the foregoing items. The minutes of that meeting are embedded herein. Committee members present were Mr. Tarleton, chairman; Mr. Birdwell, Mr. Broussard, Mr. Romero, and Mr. Fleming. Also present were Perry Jeselink, Mayor Gaspard, Marella Houghton, Michael Becker, Daniel Loper, Ashley Vicknair, Ben Johnson, William Hall, Caitlin Myers, Danil Loper, Louis Billeaud, David Barnes, Melissa Cahill, John Toomey, Barbara Goodson, Chad Monceaux, Robert Klausner, Emily Becker, Gary Welchel, and Joey David.]

Mr. Tarleton provided the investment committee report. He reported that each agenda item was discussed and resulted in multiple action items being approved for recommendation to the full board.

- Discussion and action regarding the HarbourVest portfolio

Mr. Tarleton explained to the board that the committee heard from Melissa Cahill, Principal, Investor Relations, and John Toomey, Managing Director, with HarbourVest. He added that the representatives educated the committee on topics related to the firm overview, private markets overview, and the FRS R3 PE custom solutions. (see attached Exhibit #10) Mr. Tarelton added that no action was taken on this item, it was educational only.

- Discussion and action regarding Orleans Capital Management

Mr. Tarleton explained to the board that the committee heard from Emily Becker, President, and Gary Welchel, Executive Vice President of Business Development, with Orleans Capital Management. He added that the representatives informed the board of a partnership of their firm with Argent Financial Group. (see attached Exhibit #11) He added that the committee moved to recommend to the full board to consent to this partnership.

MOTION: Mr. Tarleton moved to accept the investment committee's recommendation to consent to the partnership between Orleans Capital Management and Argent Financial Group. Mr. Birdwell seconded. The motion passed unanimously.

- Discussion and action regarding Murphree Venture Partners

Mr. Tarleton explained to the board that the committee heard from Michael Becker regarding a partnership between Murphree Venture Partners and Treo Asset Management. (see attached

Exhibit #12) He added that the committee moved to recommend to the full board to consent to this partnership.

MOTION: Mr. Tarleton moved to accept the investment committee's recommendation to consent to the partnership between Murphree Venture Partners and Treo Asset Management. Mayor Waites seconded. The motion passed unanimously.

The discussion of this matter was concluded with no action being needed or taken.

That concluded the Investment Committee report.

COMMITTEE REPORT - PERSONNEL COMMITTEE

[NOTE: The Personnel Committee met on November 13, 2023, at the FRS office in Baton Rouge at 2:45 p.m. to discuss the following business set forth in its posted agenda- (i) Discussion and action regarding FRS' new Executive Director's contract, salary and all related matters. The minutes of that meeting are embedded herein. Committee members present were Mr. Romero, chairman; Mr. Birdwell, and Mr. Fleming. Also present were Mr. Jeselink, Mr. Tarleton, Mayor Gaspard, Marella Houghton, Ashley Vicknair, Barbara Goodson and Joey David.]

Mr. Romero provided the Personnel Committee report. He reported that each agenda item was discussed and resulted in multiple action items being approved for recommendation to the full board.

- Discussion and action regarding new Executive Director's contract, salary and all related matters

Mr. Romero explained to the board that the committee met in executive session but no action was taken during. He added that when public session reconvened, the committee moved to recommend to the full board that the new Executive Director be compensated at the same salary and benefits as the immediate preceding Executive Director and for this to be reflected in the written contract to be presented to the board in January 2024.

MOTION: Mr. Romero moved to accept the personnel committee's recommendation that the new Executive Director be compensated at the same salary and benefits as the immediately preceding Executive Director and for this to be reflected in the written contract to be presented to the board in January 2024. Mr. Birdwell seconded. The motion passed unanimously.

The discussion of this matter was concluded with no action being needed or taken.

That concluded the Personnel Committee report.

PROCEDURES FOR SELECTION OF EXECUTIVE DIRECTOR

Mr. Tarleton explained to the board that he did not agree with the moving forward on the process of selecting and hiring a new Executive Director without a policy/procedure in place to follow. He explained that the board should have a policy and procedure to follow for this type of process going forward. Mayor Gaspard and Mayor Waites agreed with Mr. Tarleton

MOTION: Mr. Tarleton moved to produce a policy and procedure regarding the selection and hiring process of the Executive Director position. Mayor Waites seconded. The motion passed unanimously.

The discussion of this matter was concluded with no further action being needed or taken.

LEGISLATION

Ms. Houghton drew the board's attention to R.S. 11:143. (see attached Exhibit #13) She explained that this matter may come up in the upcoming legislative session and she wanted the board to be aware. She added that this matter refers to a member transferring between retirement systems and their contributions.

The discussion of this matter was concluded with no action being needed or taken.

OTHER BUSINESS

Ms. Houghton drew the boards' attention to the regular monthly reports and the PTG update. She then introduced FRS' new intern, Louis Billeaud. Mr. Romero raised a question regarding the delinquent contributions report. He questioned why Bogalusa was so far behind on their contributions. Ms. Houghton assured him that we have been in contact with payroll and the Chief of the Bogalusa Fire Department. Mr. Romero suggested that the system contact the Mayor since the City is so far behind. Mr. Romero then announced that this is Mayor Gaspard's last meeting. The board and staff thanked Mr. Gaspard for his service and support to the system during his time on the board and wished him the best. The Chairman and the rest of the board thanked the staff for their hard work over the past year and wished everyone a happy and safe holiday season.

The discussion of this matter was concluded with no action being needed or taken.

ADJOURNMENT

MOTION: Mr. Birdwell moved to adjourn. Mr. Romero seconded. The motion passed unanimously.

FUTURE MEETINGS

**FRS Investment Committee Meeting
Wednesday, January 10, 2024, at 1:00 p.m.
3100 Brentwood Dr. Baton Rouge, LA**

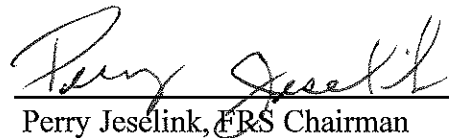
**FRS Board of Trustees
Thursday, January 11, 2024, at 8:30 a.m.
3100 Brentwood Dr. Baton Rouge, LA**

SUBMITTED BY:

APPROVED BY:



Ashley Vickhair, FRS Board Secretary



Perry Jeselink, FRS Chairman