

Minutes

DeKalb County Pension Board

June 17, 2021

The DeKalb County Pension Board met in a special called meeting on June 17, 2021 through a Zoom teleconference session. The following members were present: David Littlefield, Dianne McNabb, John McMullan, Benita Ransom, Robert Robertson, D'Lisa Stevens, and Edmund Wall. Others attending: Amy Timmons of Segal Consulting; Terri Taylor of Benefits Law Group; Larry Jacobs; Kenny Pinkerton; and Paul Wright.

Ed Wall called the meeting to order. He described the purpose of the special called meeting is to review the upcoming Pension Board election, an administration contract between the county and Pension Board, and consideration to purchase pension administration software. He recommended going to Executive Session for personnel reasons to discuss the details of these items.

John McMullan motioned, David Littlefield seconded, and the Board approved entering Executive Session.

Upon returning from Executive Sessions, Robert Robertson expressed support for the administration contract with the understanding that any changes are to be made with approval from the Pension Board. Mr. McMullan motioned, D'Lisa Stevens seconded, and the Board approved the administration contract with the county.

Amy Timmons provided a summary of the RFP process to select a software vendor for administering the pension plan. Thirteen vendors received the RFP and five vendors responded. Amy's team compiled all the responses from each vendor consisting of system features, software capability, price, and vendor references, resulting in a final "score." The winning bidder is Innovated Software Solutions, Inc. (ISSI), an experienced software vendor specializing in pension administration. The administration group had extensive conversations with the vendor, which included a plan to deliver payment functionality on January 1, 2022. Segal recommends approval of the ISSI system for DeKalb's pension administration software needs.

Mr. Wall explained that the county is moving to a new payroll and benefits system on the Oracle HCM platform, which prompts the need for a pension administration system. Segal was engaged to help the administration team find a software solution that will work together with the Oracle HCM system to administer the pension plan. For the record, the high bid was more than \$3 million and ISSI's 5-year cost is slightly under \$1 million. Mr. Robertson motioned, D'Lisa Stevens seconded, and the Board approved the purchase of the ISSI pension administration system.

Mr. Wall commented that due to the recent retirement of employee Board member Eric Hendrix, the Pension Board needs to conduct an election for replacement. The administration team contacted the Elections Office and determined that the Pension Board election could be conducted on August 10, 2021. To meet the 60-day notice requirement, a notice of the election date was sent to the active workforce and posted on the retirement website prior to today's Board meeting. Mr. Robertson noted that this will be first time that

absentee ballots have been utilized for a Pension Board meeting and that the Elections Office will follow their standard absentee voter process for delivering absentee ballots to those employees requesting one. A valid driver's license or Georgia ID will be required to obtain the absentee ballot. Mr. Robertson motioned, Ms. Stevens seconded, and the Board approved August 10 for the Pension Board election.

Mr. Robertson thanked Ms. Taylor for her work on the administration contract. Mr. Wall expressed his appreciation to Mr. Robertson for helping with the administration contract and to Mr. Littlefield and Ms. Stevens for assisting with the software solution search.

With no further business, Mr. Wall adjourned the meeting.

A handwritten signature in cursive script, reading "Kenny Pinkerton", written over a horizontal line.

Kenny Pinkerton
Clerk, The DeKalb County Pension Board