

**PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM
BOARD OF TRUSTEES OPERATIONS AND GOVERNANCE POLICY COMMITTEE
MEETING**

September 29, 2020

AGENDA

COVID-19 UPDATE

Following the recommendations from the Centers for Disease Control and Prevention (CDC), to limit gatherings of people, as well as federal and state emergency declarations related to COVID-19, **physical attendance in the main public conference room of the administrative offices of the PSPRS at 3010 E. Camelback Road, Phoenix, AZ 85016 will be limited to members of the PSPRS Operations and Governance Policy Committee and necessary staff only.**

A **copy of the agenda** for the meeting will be posted on the PSPRS website at least twenty-four hours in advance of the meeting. **To view the final agenda and or public meeting materials** visit <http://www.psprs.com/about/board-of-trustees>, by scrolling to Board of Trustee Meetings, selecting “Operations Agendas” or “Operations Meeting Materials” in the box, and selecting the appropriate meeting date. The agenda is subject to revision up to 24 hours prior to the meeting.

LIVE PSPRS Public Meeting Web stream: <http://www.psprs.com/about/board-of-trustees>.

Interested members of the public and stakeholders may submit comments on any item on the September 29, 2020 PSPRS Operations and Governance and Policy Committee meeting.

Submit an online public comment on Agenda Items to: PSPRSBoardMeetings@psprs.com

Media Contact or Agenda Materials: Christian Palmer, Communications Director (cpalmer@psprs.com)

Meeting will begin at 1:00 p.m. and continue until 4:00 p.m. or until the matters set forth in this agenda are otherwise addressed. Members of the PSPRS Operations and Governance Policy Committee will attend either in person or by telephonic conference call. The PSPRS Operations and Governance Policy Committee may vote to hold an executive session, which will not be open to the public, to discuss certain matters. The PSPRS Operations and Governance Policy Committee reserves the right to consider agenda items out of their listed order. One or more members of the Board of Trustees of the Public Safety Personnel Retirement System who are not members of the PSPRS Operations and Governance Policy Committee might be present for purposes of auditing the PSPRS Operations and Governance Policy Committee meeting, but are not allowed to participate in the meeting or take part in the PSPRS Operations and Governance Policy Committee.

1. Call to Order; Pledge of Allegiance; Roll Call; Opening Remarks.

*Mr. Don Smith
Committee Chairman*

2. Call to the Public.

This is the time for the public to comment. Members of the Committee may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01 (H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for a later date for further consideration and possible

recommendations to the Board of Trustees.

3. Review and/or appropriate **Action** for approval of items on the Consent Agenda (documentation concerning the matters on the consent agenda, except Executive Session minutes, may be reviewed at the PSPRS office). Any matter on the Consent Agenda will be removed from the Consent Agenda and discussed as a regular agenda item upon the request of any member of the Operations and Governance Policy Committee.
 - a. Administrator update.
 - b. Year to Date Budget Report.
 - c. Law Firms' Billings for Legal Services.
 - d. Local Board Rehearing Report.
 - e. Communications Efforts Report.
 - f. Information Technology security update.
 - g. Approval of Operations and Governance Policy Committee Minutes from August 14, 2020.
 - h. Approval of the Operations and Governance Policy Committee Executive Session Minutes from August 14, 2020.

Mr. Don Smith

4. Update, discussion and possible **Action** regarding the Pension Administration system project.

*Mr. Michael Smarik
Deputy Administrator*

5. Review and discussion on the draft internal PSPRS Conflict of Interest Policy document, Code of Conduct document, and the current and future state of the governance manual.

*Bret Parke, Esq.
General Counsel/Assistant Administrator
Mr. Timothy Jackson
Compliance Officer*

6. Review and discussion of the draft internal Board and Committee Meeting Video Retention and Use Policy document.

*Mr. Tim Jackson
Mr. Christian Palmer
Communications Director*

7. Update, discussion and possible **Action** on recommendation to the Board of Trustees regarding the Cancer Insurance program actuarial analysis, program changes and plan design.

Bret Parke, Esq.
Mr. Michael Townsend
Administrator

8. **The PSPRS Operations and Governance Policy Committee may vote to go into Executive Session (which will not be open to the public) to discuss matters pursuant to A.R.S. § 38-431.03(A) (3), including to receive legal advice from the Committee's attorneys on any matter listed on the agenda.**

- a. Discussion and consultation for legal advice with the attorney pertaining to the Cancer Insurance Program actuarial analysis, program changes, and plan design, including Agenda Item No. 7, as authorized by A.R.S. § 38-431.03(A) (3).

9. Schedule future meeting date(s).

10. Adjournment.

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Claudia Martinez, Executive Assistant, at (602) 255-5575. Requests should be made as early as possible to arrange the accommodation.