



Legislation Text

File #: 19-1349, Version: 1

City of Alexandria, Virginia

MEMORANDUM

DATE: NOVEMBER 7, 2018

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: MARK B. JINKS, CITY MANAGER /s/

DOCKET TITLE:

Consideration of the Appointment of a Management Representative Alternate to the City of Alexandria Supplemental Retirement Board and Firefighters and Police Officers Pension Board.

ISSUE: Appointment of a Management Representative Alternate to the City of Alexandria Firefighters and Police Officers Pension Board ("Fire & Police Board") and Appointment of a Management Representative Alternate to the Retirement Board of the City of Alexandria Supplemental Retirement Plan ("Supplemental Board").

RECOMMENDATION: That City Council appoint Shari Davidson, Benefits Manager, Department of Human Resources to the City of Alexandria Firefighters and Police Officers Pension Board and on the Supplemental Retirement Board.

BACKGROUND: The Fire & Police Board consists of eight members and three alternates. The Supplemental Board consists of eight members and five alternates. Both Boards serve as the trustees and fiduciaries of their respective plans and assets. Both Boards act for the City on matters concerning the Plan's assets, including selecting and monitoring investment funds and appointing investment managers, custodians, and advisors. Both Boards are also charged with consulting with City management to recommend modifications to the Plan. Both Plans require board meetings to be held quarterly, but meetings are generally held more often.

DISCUSSION: City Council has the authority to appoint Fire & Police Board members. The board members are either nominated by the City Manager or elected by the Voting Participants, which include active sworn Firefighters and Police Officers as well as retired and deferred vested plan participants who were sworn Firefighters or Police Officers. The City Manager nominates four Management Representatives and one Management Alternate to act on behalf of City management. Firefighters nominate and elect through secret ballot two Participant Representatives and one Alternate. Police Officers also nominate and elect through secret ballot two Participant Representatives and one Alternate. In the event that City Council does not appoint a representative nominated by the City Manager or the Voting Participants, the nomination and election process must be repeated until all board member positions are filled.

City Council has the authority to appoint Supplemental Board members. The members are either nominated by the City Manager or elected by the Supplemental Board trustees. The City Manager nominates four Management Representatives and one Management Alternate Representative to act on behalf of City management. The Supplemental Board Employee Representatives include: two General Schedule Employees, one Deputy Sheriff, and one Medic/Fire Marshal. Each Employee Representative has an Alternate. In

the event that City Council does not appoint a representative nominated by the City Manager or the Board trustees, the nomination process must be repeated until all Board member positions are filled.

Current Management Representatives for the Firefighters and Police Officers Pension Board and the Supplemental Retirement Board are:

Laura Triggs, Deputy City Manager
Jean Kelleher, Director, Office of Human Rights
Jack Browand, Division Chief, RCPA
Sharon Vaughn-Roach*, Director, Center of Operations, DCHS
Proposed - Shari Davidson, Department of Human Resources

* Ms. Vaughn-Roach has been serving as the Management Alternate Representative to Firefighters and Police Officers Pension Board and the Supplemental Retirement Board since April 25, 2018. These appointments will move her from Management Alternate Representative to Management Representative for both Boards.

Current Employee Representatives of the Firefighters and Police Officers Pension Board are:

<u>Name</u>	<u>Term Expires</u>
Firefighters	
Michael Cross, Battalion Chief	12/31/2020
Patrick Evans, Firefighter Lieutenant	12/31/2018
Ricky Muse, Jr., Firefighter III - Alternate	12/31/2018

<u>Name</u>	<u>Term Expires</u>
Police Officers	
Edward Milner, Lieutenant	12/31/2018
Albert Tierney, Retired	12/31/2020
Shirl Mammarella, Captain - Alternate	12/31/2018

Current Employee Representatives of the Supplemental Retirement Board are:

<u>Name</u>	<u>Term Expires</u>
General Schedule	
Lynda Barbieri-Strain, Finance Department	12/31/2018
Nathan Imm, Planning and Zoning	12/31/2020
Lillian Vagnoni, DCHS	12/31/2018
Philip Caldwell, DCHS - Alternate	12/31/2020

<u>Name</u>	<u>Term Expires</u>
Medic /Fire Marshal	
James Mikell, Fire Department	12/31/2020
Charles Curia, Fire Department	12/31/2020

<u>Name</u>	<u>Term Expires</u>
Deputy Sheriff	
Robert Gilmore, Sheriff's Office	12/31/2018
Valarie Wright, Sheriff's Office - Alternate	12/31/2018

Staff supports the appointment of Ms. Davidson to both the City of Alexandria Firefighters and Police Officers Pension Board and the Supplemental Retirement Board. Staff requests that City Council appoint Ms. Davidson to both Boards effective immediately. Ms. Davidson replaces Christina Zechman-Brown who has resigned from the Boards.

Shari Davidson is a benefits professional with nearly 30 years of experience. Her expertise includes design, finance, communication and administration of health, welfare and retirement benefits, payroll and information systems. For 16 years, she was Vice President of Benefits for Quebecor World and Visant Corporation where she managed the Defined Benefit and Defined Contribution plans and Chaired the Pension Committee.

After appointment, Ms. Davidson will remain on both boards until removed by City Council or ending her employment.

FISCAL IMPACT: None.

ATTACHMENTS: None.

STAFF:

Laura Triggs, Deputy City Manager
Kendel Taylor, Finance Director, Finance
Kadira Coley, Retirement Administrator, Finance