



Legislation Text

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City of Alexandria, Virginia

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MEMORANDUM

**DATE:** JULY 1, 2020

**TO:** THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

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

**DOCKET TITLE:**

Consideration of Appointment of the General Schedule Employee Alternate to the City of Alexandria's Supplemental Retirement Board.

**ISSUE:** Appointment of The General Schedule Employee Alternate to the Retirement Board ("Board") of the City of Alexandria's Supplemental Retirement Plan ("Plan").

**RECOMMENDATIONS:** That City Council appoint the following individual to the City of Alexandria's Supplemental Retirement Plan Board:

- Lillian Vagnoni for General Schedule Alternate;

Assuming City Council appointment, the effective dates of these terms will be July 1, 2020 to December 31, 2022.

**DISCUSSION:** In accordance with Plan rules, the Board held elections for one vacant position at the June 11, 2020 and the Board voted to recommend appointment of Ms. Vagnoni for General Schedule Alternate. The General Schedule Employee Alternate position was previously held by Karen Spence who no longer works for the City of Alexandria.

A call for nominations of interested general schedule employees was posted on AlexNet and garnered three potential candidates for the vacancy. Each nominated candidate submitted a statement of interest and a resume which were provided to the current Board Members as background information. Nominated candidates were invited to attend the virtual June 11, 2020 board meeting and were given an opportunity to state their relevant background and why they were interested in serving on the board. Two of the three nominated candidates attended the meeting and spoke to the Board about their interest.

The current members of the Supplemental Board vote for the candidate they determine is the most qualified to serve on the board. The Board voted to appoint Ms. Lillian Vagnoni, Resource Supervisor for Department of Community and Human Services, to the Supplemental Retirement Board. Ms. Vagnoni is a Family Services Supervisor in DCHS. Ms. Vagnoni previously served on the Supplemental Retirement Board as a General Schedule Employee Alternate the from 2015 to 2018.

**BACKGROUND:** The Board was created on December 11, 2012 and includes General Schedule, Deputy Sheriff and Fire Marshal/Medic employees. The Board is comprised of eight members and five alternates who serve as the trustees of the Plan's trust and fiduciaries of the Plan and its assets. The Board acts for the City on matters concerning the Plan's assets, including selecting and monitoring investment funds and appointing investment managers, custodians, and advisors. The Board is also charged with

consulting with City management to recommend modifications to the Plan. The Plan requires Board meetings to be held each quarter of the calendar year, but meetings are held more often.

City Council has the authority to appoint Board members. The Board members are either nominated by the City Manager or by the Board. The City Manager nominates four representatives and one alternate to represent City management. The Board nominates two representatives and two alternates to represent General Schedule employees, one representative and one alternate to represent the Deputy Sheriffs, and one representative and one alternate to represent the Fire Marshals and Medics. In the event that City Council does not appoint a representative or alternate nominated by the City Manager or the Board, the nomination process must be repeated until all Board member positions are filled. The chairman and the secretary are elected by the Board members.

Participant Representatives and Participant Alternates serve four-year terms, which are staggered so that members' terms overlap but are not concurrent.

Current Participant Representatives and Alternates for the Supplemental Retirement Board are as follows:

Participant Representatives and Alternates for General Schedule Employees:

<u>Name</u>	<u>Current Term</u>
Philip Caldwell	1/1/2017 - 12/31/2020
Nathan Imm	1/1/2017 - 12/31/2020
Lynda Barbieri-Strain	1/1/2019 - 12/31/2022
Vacant Alternate (To be filled by Lillian Vagnoni)	7/1/2020 - 12/31/2022

Participant Representatives and Alternates for Deputy Sheriffs:

<u>Name</u>	<u>Current Term</u>
Robert Gilmore	1/1/2019 - 12/31/2022
Valarie Wright	1/1/2019 - 12/31/2022

Participant Representatives and Alternates for Medics and Fire Marshals:

<u>Name</u>	<u>Current Term</u>
James Mikell	10/1/2017 - 12/31/2020
Kelsea Bonkoski	12/1/2019 - 12/31/2020

Management Representatives and the Management Alternate serve until they resign, are removed from the Board, by City Council, or end their employment with the City.

Current Management Representatives and Alternate for the Supplemental Retirement Board are as follows:

<u>Name</u>
Shari Davidson, Human Resources Manager, Human Resources Department
Jean Kelleher, Director, Office of Human Rights
Philip Pugh, Property Maintenance Code Division Chief, Code Administration
Laura Triggs, Deputy City Manager, City Manager's Office
Sharon Vaughan-Roach, Assistant Director, Center for Operations, DCHS

**FISCAL IMPACT:** None.

**STAFF:**

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