



**THE RETIREMENT BOARD
OF THE COUNTY EMPLOYEES' AND OFFICERS' ANNUITY AND BENEFIT FUND
OF COOK COUNTY AND EX OFFICIO FOR THE FOREST PRESERVE DISTRICT
EMPLOYEES' ANNUITY AND BENEFIT FUND OF COOK COUNTY
70 W. Madison, Suite 1925
Chicago, IL 60602**

Minutes for the September 28, 2018 Meeting of the Legislative Committee

The County Employees' and Officers' Annuity and Benefit Fund of Cook County and the Forest Preserve District Employees' Annuity and Benefit Fund of Cook County are herein collectively referred to as the "Fund."

Call to Order and Roll Call at 9:30 am.

Trustees Present: Diahann Goode (Chair), Robert DeGraff, John E. Fitzgerald, Lawrence Wilson*(arrived during item 3), Joseph Nevius*

Staff Present: Dennis White, Interim Executive Director, Margaret Fahrenbach, Legal Advisor

Others Present: Sarah Boeckman, Burke Burns & Pinelli

*Present as Trustees of the Board and not as Members of the Legislative Committee

Public Comment (None)

1. Approval of March 8, 2018, Legislative Committee Meeting Minutes

It was moved by Trustee DeGraff and seconded by Trustee Fitzgerald that the minutes of the March 8, 2018 Legislative Committee be approved and adopted.

Vote Result: MOTION ADOPTED UNANIMOUSLY BY VOICE VOTE

2. Legislative Liaison RFP

Margaret Fahrenbach, Legal Advisor, reported that there were two responses to the RFP the Fund had posted for a legislative liaison, one of which was the incumbent. The trustees discussed the proposals submitted by each of the respondents, both of whom had experience representing public pension funds before the General Assembly. The trustees requested that Fund staff invite the

respondent who was not the incumbent to appear before the Committee on October 25, 2018, at 8:30 am.

3. Draft Employee Handbook

The Committee then reviewed the draft of the Employee Handbook that included provisions proposed by trustees in a draft presented to the Board in October, 2017, and other policies that had been adopted by the Fund and currently in place. The trustees discussed that the Fund generally followed the County's employment practices and made they made recommendations relating to time entry processes, holidays, vacation and other matters. The trustees noted that the County had very recently revised its employee handbook and suggested that Fund staff refer to that resource when revising the draft reviewed by the Committee.

4. Purchasing and Procurement Policies

The trustees reviewed and discussed the materials related to purchasing and procurement and noted that the information needed to be revised to reflect the practices in place. Interim Executive Director White stated that he and Fund staff would meet with the Finance Department to formalize procedures for purchasing and procurement.

5. Old Business/New Business

There was no old business or new business discussed

6. Adjournment

There being no further business before the Committee, it was moved by Trustee Fitzgerald and seconded by Trustee DeGraff that the meeting be adjourned.

Vote Result: MOTION ADOPTED UNANIMOUSLY BY VOICE VOTE