TOWN OF WEST HARTFORD PENSION BOARD VIRTUAL SPECIAL MEETING
Monday, June 13, 2022 at 7:45 a.m.

Members of the public may view the meeting on YouTube and www.whctv.org.

I. Roll Call/Attendance
Guests: Mayor Shari Cantor; Rick Ledwith, Acting Town Manager; Catherine Lombardi, Acting Director of Human Resources, Lori Kearney, Clerk of the Pension Board, Mary Fay, Town Council; Becky Sielman and Yelena Pelletier, Milliman

II. Chair's Opening Comments
A. Review of rules of decorum and procedure for virtual meetings

III. Lori Kearney, Human Resources Specialist
A. Meeting schedule for 2022

IV. Peter Privitera/Catherine Lombardi/Milliman
B. Further discussion of MARC pension administration system
"Motion to approve implementation of MARC pension administration system"

V. Adjournment
A. **"Motion to adjourn."**

TO: Pension Board

FROM: Lori Kearney, Human Resources Specialist

DATE: June 13, 2022

SUBJECT: **2022 Pension Board Meeting Dates**

The Pension Board meetings are planned for Mondays at 7:45 a.m. They will be conducted virtually through June.

June 13, 2022 (Special Meeting)
September 19, 2022
October 17, 2022
November 14, 2022

From: Becky Sielman <becky.sielman@milliman.com>
Sent: Friday, June 3, 2022 2:05 PM
To: Peter Privitera <Peter.Privitera@WestHartfordCT.gov>
Cc: Yelena Pelletier <Yelena.Pelletier@milliman.com>; Kevin Hart <kevin.hart@milliman.com>
Subject: RE: [EXTERNAL SENDER] RE: Valuation Contract Amount

Pete –

Based on our conversations with you and Al, here's where we come out in terms of the impact on fees of the various potential changes to the services we provide:

Service Change	**Fee Impact**
Move from biennial to annual pension valuations (note this increase is per the 2022-23 fees in our 2019 proposal)	$18,000
Establishment of reserve fund: obtain fund data from the Town; enhance the pension valuation report to include reconciliation information; expand the long-range pension forecast to include the reserve fund balance and anticipate when it might be drawn upon	1,000
Transmission of details of long-range forecast in a spreadsheet to Al for the dashboard	No charge
Enhancement of valuation report per AL's request to include breakdown of liability gain/loss by source (e.g., quantifying the impact of actual retirements, turnover, mortality, pay increases, COLAs, etc. that differ from what was assumed)	2,000
Reduction in actuarial team's time spent on the pension census data if the data is coming from the MARC administration system	(2,000)
Enhancement of MARC offering to provide full administration services by Milliman personnel rather than Town personnel • This is based on Option 2 of our prior quote, with automation of non-standard calculations such as death, disability, and COLAs • With Option 2, Milliman personnel will provide all regular benefit calculations and estimates, as well as death and disability benefits and calculation of post-retirement benefit increases • The administration package includes Milliman's call center as well as the member website and the plan sponsor website • The one-time implementation fee of $48,000 for Option 2 is unchanged; note that payment of the implementation fee can be spread out over 24 months, and the monthly ongoing fee wouldn't begin until the system is live • During the implementation process, we can provide assistance to Lori with benefit calculations on an as-needed basis • As a reminder, our estimated ongoing monthly fee for Option 2 with **Town** personnel performing administration was **$2,750**	Increase in monthly fee of $750 plus $4 per member

- Based on about 2,125 plan members, the **increase** in the total estimated ongoing monthly fee for Option 2 with **Milliman** personnel performing administration is likely to be about $750 + $4 x 2,125 = **$9,250**
- This means the **total** estimated ongoing monthly fee for Option 2 with **Milliman** personnel performing administration is likely to be about $2,750 + $9,250 = **$12,000**

Please let me know if you have any questions or need any additional information, and enjoy the weekend!

Becky

Rebecca A. Sielman, FSA
Principal and Consulting Actuary
Pronouns: She/Her

Milliman
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