

BOARD OF TRUSTEES
PEACE OFFICERS' RETIREMENT, ACCIDENT AND DISABILITY SYSTEM
ORAN PAPE STATE OFFICE BUILDING, DES MOINES, IOWA 50319-0050
MINUTES OF REGULAR MEETING HELD JUNE 17, 2024

The Board of Trustees of the Peace Officers' Retirement, Accident & Disability System convened on June 17, 2024, at 2:00 p.m. Members of the Board present in person were Chairman Stephan Bayens, Trustee Robert Conrad, Trustee Michael Metzger, and State Treasurer Roby Smith. Board member present via phone were Trustee Mark Oiler. Attending in person were POR Legal Counsel John Lundquist (AG's Office), John Cacciatore (SPOC), Ed Failor (TOS Office). DPS staff present at the meeting location were Director Jim Wittenwyler, Executive Officer Nathan Ludwig, Captain Michael Kober, and POR Board Secretary Erinn Castleberry. Attending via phone were Sue Cave (SPOC), Megan Schlesky (Senate Staff), and Xavier Leonard (LSA).

Item 1 - Approval of minutes from POR Board meeting held May 20, 2024

Trustee Conrad made a motion to approve the minutes. Trustee Metzger seconded. The motion carried by unanimous voice vote.

Item 2 - Application for Service Retirement – Michael Mittan

Special Agent in Charge Michael Mittan with the Division of Criminal Investigation applied for service retirement effective June 28th, 2024. Trustee Conrad made a motion to approve the application. Trustee Metzger seconded. The motion carried by unanimous voice vote.

Item 3 - Application for Medical Expense Reimbursement – Brad Bartz

Accidental disability retiree Bradley Bartz submitted documentation for reimbursement of \$686.98 in medical expenses that were not paid by his health insurance. Two expenses are for items not previously approved by the board. One is for a new medication directly related to the disabling condition; the second expense has a letter from the member's medical provider identifying that this expense type provides protection for the disabling condition. Trustee Conrad made a motion to approve payment of \$686.98 for reimbursement of expensed directly related to Bradley Bartz' disabling condition. Trustee Metzger seconded. Motion carried by unanimous voice vote.

Item 4 – Additional Actuary Services – Fee Estimate from Cavanaugh Macdonald Consulting, LLC

The board discussed additional actuary estimates that the membership would like to have completed from Cavanaugh Macdonald. The fee estimates for completing the work ranges from \$3,000 to \$5,000, dependent upon the product output -- whether a formal letter, report, or email. Trustee Conrad made a motion to approve the additional actuary services not to exceed \$3,500 with the estimates to be returned to POR from Cavanaugh Macdonald Consulting, LLC by email to minimize costs to the system. Trustee Metzger seconded. The motion carried by unanimous voice vote.

Item 5 – Retired Trustee Election Results

The final votes in the POR Board of Trustees election for representation of the POR's retired membership is completed. Marland Winter had the highest number of votes and has agreed to accept the seat on the POR Board for the next two-year term starting July 1, 2024.

Item 6 – Open Forum

Trustee Michael Metzger was recognized and thanked for his six years of serving on the POR Board of Trustees as the retiree representative.

Executive Officer Erinn Castleberry shared with the board that she has accepted a promotional opportunity to serve as the financial manager for Attorney General Brenna Bird and that her last working day with DPS will be July 3, 2024. Ms. Castleberry shared what an honor it has been to serve the POR members. Ms. Castleberry was thanked for her four years serving the POR active and retired members. Director Wittenwyler notified the POR Board that the Executive Officer position would be posted for hire soon and that DPS will begin charging the temporary position that has been helping in POR to the POR fund.

Next POR Board Meeting - Monday, July 15, 2024, at 2:00 p.m.
Oran Pape State Office Building; 1st Floor Public Conference Room

Adjournment. Trustee Conrad made a motion to adjourn the meeting. Trustee Metzger seconded. The motion carried by unanimous voice vote. The meeting was adjourned at 2:13 p.m.

Respectfully,



Erinn Castleberry, POR Board Secretary



Jasmine Cripps, POR Board Recording Secretary