

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 NOVEMBER 18, 2024

The Board of Trustees of the Peace Officers' Retirement, Accident & Disability System convened on November 18, 2024, at 2:00 p.m. Members of the Board present and constituting a quorum were Chairman Stephan Bayens, Trustee Robert Conrad, Trustee Mark Oiler (Remote), Trustee Roby Smith, and Trustee Marland Winter (Remote). Members of the Board absent were none. Others present were POR Legal Counsel John Lundquist (AG's Office), Jina Bresson (TOS), Ed Failor (TOS) Keith Traylor (TOS), and Xavier Leonard (LSA). DPS staff present were Director Jim Wittenwyler and POR Board Secretary Jasmine Cripps.

**Item 1 - Approval of minutes from POR Board meeting held October 21, 2024**

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

**Item 2 - Application for Service Retirement – Todd Koenig**

Captain Todd Koenig with the Iowa State Patrol applied for service retirement effective December 6<sup>th</sup>, 2024. Trustee Conrad made a motion to approve the application for service retirement. Trustee Smith seconded. The motion carried by unanimous voice vote.

**Item 3 - Application for Service Retirement – Michael Motsinger**

Special Agent in Charge Michael Motsinger with the Division of Criminal Investigation's Special Enforcement Operations Bureau applied for service retirement effective January 3<sup>rd</sup>, 2025. Trustee Conrad made a motion to approve the application for service retirement. Trustee Smith seconded. The motion carried by unanimous voice vote.

**Item 4 - Application for Withdrawal of POR Contributions – Brice Becker**

Terminated non-vested POR member Brice Becker applied to withdraw his POR contributions and interest. Trustee Conrad made a motion to approve the application. Trustee Smith seconded. The motion carried by unanimous voice vote.

**Item 5 – Treasurer's Office Monthly Reconciliation – July through September 2024**

Treasurer of State's Office provided the quarterly reconciliation statement for July, August, and September 2024. The quarterly reconciliation was accepted by the board.

**Item 6 – Fee Estimate for the 5-Year Review of the Cancer and Infectious Disease Presumption from CavMac – POR Staff**

Iowa Code Chapter 97A requires that every five-years an actuarial investigation be performed related to the implementation, utilization, and actuarial costs associated with providing that cancer and infectious disease are presumed to be a disease contracted while a member of the system is on active duty. CavMac has estimated the cost to perform the actuarial investigation to be between \$3,500.00 and \$4,000.00. Trustee Conrad made a motion to direct CavMac to perform the actuarial valuation pursuant to Iowa Code Chapter 97 reference the five-year review of the cancer and infectious disease presumption. Trustee Smith seconded. The motion carried by unanimous voice vote.

**Item 7 – NCPERS Annual Renewal of Membership – POR Staff**

POR Board Secretary Jasmine Cripps advised that POR received an invoice to renew POR's annual membership with NCPERS for calendar year 2025. NCPERS provides valuable pension news, education, and resources. Staff requested approval to renew the membership and pay the annual

membership dues of \$315.00. Trustee Conrad made a motion to renew the NCPERS membership and pay the annual membership dues of \$315.00. Trustee Smith seconded. The motion carried by unanimous voice vote.

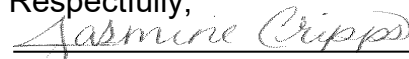
**Item 8 – Open Forum**

None.

Next POR Board Meeting - Monday, December 16<sup>th</sup>, 2024, at 2:00 p.m.  
Oran Pape State Office Building; 1<sup>st</sup> Floor Public Conference Room

Adjournment. Trustee Conrad made a motion to adjourn the meeting. Trustee Smith seconded. The motion carried by unanimous voice vote. The meeting was adjourned at 2:09 p.m.

Respectfully,



---

Jasmine Cripps, POR Board Secretary