

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 16, 2025

The Board of Trustees of the Peace Officers' Retirement, Accident & Disability System convened on June 16, 2025, at 2:04 p.m. Members of the Board present and constituting a quorum were Chairman Stephan Bayens, Trustee Robert Conrad, Trustee Mark Oiler, Trustee Roby Smith (Remote), and Trustee Marland Winter. Members of the board absent were none. Others present were Jina Bresson (TOS), Keith Traylor (TOS), Molly Widen (TOS, remote), John Cacciatore (SPOC), Sue Cave (SPOC, remote), and Xavier Leonard (LSA). DPS staff present were Captain Michael Kober, Trooper Seth Bean, Executive Secretary Hannah Guck, Director Jim Wittenwyler, POR Board Secretary Jasmine Cripps, and POR Recording Secretary Samantha Mitchell.

Item 1 - Approval of minutes from POR Board meeting held May 19, 2025

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

Item 2 – Application for Service Retirement – Thomas Clark

Trooper Thomas Clark with the Iowa State Patrol applied for service retirement effective August 2nd, 2025. Trustee Conrad made a motion to approve the application. Trustee Winter seconded. The motion carried by unanimous voice vote.

Item 3 – Application for Service Retirement – Matthew George

Special Agent Matthew George with the Division of Criminal Investigation applied for service retirement effective August 15th, 2025. He elected Option #6, the Joint and 100% Survivor Annuity. Trooper Conrad made a motion to approve the application. Trooper Winter seconded. The motion carried by unanimous voice vote.

Item 4 – Service Retirement Amendment – Michael McVey

Special Agent Michael McVey applied to amend his retirement date to June 28th, 2025. He elected Option #6, the Joint and 100% Survivor Annuity. Trustee Conrad made a motion to approve the amended application. Trustee Winter seconded. The motion carried by unanimous voice vote.

Item 5 – Application for Vested Service Retirement – Robert Lathrop

Vested POR member Robert Lathrop applied for vested service retirement benefits effective July 14th, 2025. He elected Option #3, the Straight Life Annuity with 10 Years Certain. Trustee Conrad made a motion to approve the application. Trustee Winter seconded. The motion carried by unanimous voice vote.

Item 6 – Application for Rollover of POR Contributions – Deena Leonard

Vested POR member Deena Leonard applied to rollover her POR contributions and interest. Trustee Conrad made a motion to approve the application. Trustee Winter seconded. The motion carried by unanimous voice vote.

Item 7 – Quarterly Performance Report – March 31, 2025 – Jina Bresson, Treasurer's Office

Treasurer of State's Office provided the quarterly performance report for January, February, and March 2025. Trustee Conrad made a motion to accept the quarterly performance report. Trustee Oiler seconded. The motion carried by unanimous voice vote.

See report at: <https://dps.iowa.gov/divisions-iowa-department-public-safety/administrative-services/por/por-quarterly-performance-reports>

Item 8 – RFI to Explore Payroll Software Options – Director Wittenwyler

Director Wittenwyler requested approval from the Board for staff to engage with DOM DoIT and DAS to explore payroll software options for POR through a Request for Information. Trustee Conrad made a motion to direct POR staff to engage with DOM DoIT to perform an RFI for a payroll software application for POR. Trustee Winter seconded. The motion carried by unanimous voice vote.

Item 9 – Active Trustee Election Results – POR Staff

The election process for the Trustee representing the active membership concluded at the end of May. Trooper Seth Bean had the highest number of votes and has agreed to accept the seat on the POR Board for the next two-year term beginning

July 1st, 2025. Trustee Conrad made a motion to accept the Trustee election results. Trustee Winter seconded. The motion carried by unanimous voice vote.

Item 10 – Open Forum

Director Wittenwyler advised the Board that IPERS has started to outsource their disability application review process. He will continue to stay engaged with them and will keep the Board apprised of their experience.

Trustee Conrad was recognized and thanked for his time serving on the POR Board of Trustees as the active member representative.


Next POR Board Meeting - Monday, July 21st, 2025, 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 Winter seconded. The motion carried by unanimous voice vote. The meeting was adjourned at 2:24 p.m.

Respectfully,



Jasmine Cripps, POR Board Secretary



Samantha Mitchell, POR Board Recording Secretary