



MINUTES

**Meeting of the Executive Committee
of the Board of Trustees of the
State Universities Retirement System
11:45 a.m., Friday, December 11, 2015
The Northern Trust
50 South LaSalle Street, Global Conference Center
Chicago, Illinois 60603**

The following Trustees were present: Ms. Dorinda Miller, Co-Chair; Dr. John Engstrom, Treasurer; Mr. Dennis Cullen, and Mr. Craig McCrohon.

Others present: Mr. W. Bryan Lewis, Executive Director; Mr. Andrew Matthews, Chief Operating Officer; Ms. Bianca Green, General Counsel; Mr. Steve Hayward, Director of Internal Audit; Ms. Allison Kushner, Compliance and Governance Officer; Ms. Lori Kern and Ms. Monique Cullotta, Executive Assistants and Ms. Mary Pat Burns of Burke, Burns & Pinelli.

Executive Committee roll call attendance was taken. Trustee Anderson, absent; Trustee Cullen, present; Trustee Engstrom, present; Trustee McCrohon, present; Trustee Miller, present.

APPROVAL OF MINUTES

Trustee Dorinda Miller presented the Minutes from the Executive Committee meetings of September 11, 2015 and October 22, 2015.

Trustee Dennis Cullen made the following motions:

- That the Minutes from the September 11, 2015 Executive Committee meeting be approved as presented.
- That the Minutes from the October 22, 2015 Executive Committee meeting be approved as presented.

Trustee John Engstrom seconded and the motion carried with all Trustees present voting in favor.

REVIEW OF CLAIMS AND 6% APPEALS

Ms. Mary Patricia Burns presented the findings and conclusion of the Claims Panel dated September 14, 2015, in the matter of Keith Mortag:

Trustee Cullen moved:

- That the findings and conclusions of the Claims Panel in the matter of Keith Mortag be affirmed.

Trustee Craig McCrohon seconded and the motion carried with all Trustees present voting in favor.

Ms. Burns presented the Executive Committee's Decision on Claims Panel matter of Keith Mortag for the Executive Committee members' signature. The written decision affirms that the committee would accept the facts and conclusions of law as prepared by the Claims Panel.

Trustee Engstrom moved:

- That the written decision presented to the Executive Committee be accepted as the adoption of findings and facts, and conclusions of law as so prepared by the Claims Panel.

Trustee Miller seconded and the motion carried with all Trustees present voting in favor.

Trustee McCrohon requested clarity into the standards of practice regarding claims appeals, such as a full audit, approval of findings, standard of deference to the decision maker. Ms. Mary Pat Burns stated that in all cases, the Executive Committee should review all cases in the written record in de novo, which means completely, for the very first time. She further remarked that the Committee has no obligation to give any credence to the Hearing Officer or to the process; it's merely an informational gathering recommendation to the Executive Committee to make a final decision. . Ms. Burns also stated that the Executive Committee has the ability to affirm, to reverse or remand the decision.

Trustee Engstrom commented that all of the 6% response letters need to include explanations that address the findings and facts of conclusions of law. Ms. Bianca Green stated that she has already begun expanding the responses on the appeal letters. Ms. Burns and Ms. Green will collaborate in addressing each question raised by the employer. Mr. Andrew Matthews explained that there have been visits by SURS staff to employers to educate and train employers on the process. Visits by staff will now be documented in detail to be included in the records.

After discussion, it was the consensus of the Committee that additional information and documentation in regards to all of the 6% cases presented today is required before decisions can be rendered.

Trustee McCrohon moved:

- That all 6% cases presented be deferred pending receipt of additional information and documentation.

Trustee Cullen seconded and the motion carried with all Trustees present in favor.

PUBLIC COMMENT

There were no public comments presented to the Executive Committee.

Since there was no further business before the Committee, Trustee Cullen moved that the meeting be adjourned. The motion was seconded by Trustee Engstrom and carried with all Trustees present voting in favor.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mr. W. Bryan Lewis". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Mr. W. Bryan Lewis
Secretary, Board of Trustees

WBL:mc