

MINUTES

METROPOLITAN EMPLOYEE BENEFIT SYSTEM INVESTMENT COMMITTEE

June 17, 2022 @ 11:00 a.m.
Investment Committee Meeting

Lindsley Hall
Peabody Conference Room

The Investment Committee met on Friday, June 17th, 2022 @ 11:00 a.m.

Those Investment Committee members present were:

Christine Bradley, Tom Curtis, and Kelly Flannery

Other attendees:

Staff: Michell Bosch, Treasurer, Sharon Sepik, Assistant Treasurer, and Katelyn Richie, Treasury Analyst

Others Attending: Lexie Ward, Metro Legal and Michell Hernandez-Lane, Metropolitan Purchasing Agent

- **Establish a quorum:** Ms. Bosch established that a quorum was present, and the meeting was called to order.
- **RFP Process Discussion:** Ms. Bosch introduced Ms. Hernandez-Lane, Metro's Purchasing Agent, to the Committee. Ms. Hernandez-Lane distributed a presentation explaining the procurement process with Metro. After an in-depth discussion with The Committee, it was determined that issuing an RFP would be the best route so that services can be procured once proposals are evaluated.

Staff recommended moving forward with the Plan Review & the Experience Study solicitations as RFP's instead of RFI's. Mr. Tom Curtis will serve as an advisor on both RFP Evaluation Committees'. Ms. Flannery made a motion to accept the recommendation as outlined and Mr. Curtis seconded the motion. The motion passed unanimously.

- **Continuing Education Certification & Travel Reimbursement Process:** Ms. Richie explained Metro's travel reimbursement process. Ms. Bosch presented a draft of the Continuing Education Certification Letter to the Committee. Staff will ask the Committee to sign this certification once per year to certify they have met the training requirement outlined in the Investment Policy.

Approved _____ by _____ Approved by the Investment Committee on 8/17/22
(Date)