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February 11, 2015

Chairman Phil Mendelson  
Council of the District of Columbia  
1350 Pennsylvania Avenue, N.W.  
Washington, D.C. 20004

Dear Chairman Mendelson:

In preparation for the District of Columbia Retirement Board's upcoming performance hearing, DCRB has prepared the attached responses to the questions submitted by your office. We look forward to testifying at the hearing and answering any questions you may have regarding DCRB's performance.

If you have any further questions regarding the attached information, please contact Anthony Shelborne, Controller at (202) 343-3200.

Sincerely,

A handwritten signature in black ink that reads "Eric O. Stanchfield".

Eric Stanchfield  
Executive Director  
District of Columbia Retirement Board

Enclosure  
DCRB Responses to Performance Questions

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Jeffrey Barnette • Lyle M. Blanchard • Barbara Davis Blum • Joseph W. Clark • Mary A. Collins • Gary W. Hankins  
Darrick O. Ross • Nathan A. Saunders • Edward C. Smith • Thomas N. Tippet • Michael J. Warren • Lenda P. Washington

**Joseph M. Bress**  
Chairman

**Eric O. Stanchfield**  
Executive Director

1. Please provide, as an attachment to your answers, a current organizational chart for your agency with the number of vacant and filled FTEs marked in each box. Include the names of all senior personnel, if applicable. Also include the effective date on the chart.

**Please see the attachment for question #1 for details regarding DCRB's organizational structure.**

2. Please provide, as an attachment, a Schedule A for your agency which identifies all employees by title/position, current salary, fringe benefits, and program office as of January 26, 2015. The Schedule A should also indicate any vacant positions in the agency. Please do not include social security numbers.

**Please see the attachment for question #2 for details regarding DCRB's employees.**

3. Please list all employees detailed to or from your agency, if any. For each employee identified, please provide the name of the agency the employee is detailed to or from, the reason for the detail, the date of the detail, and the employee's projected date of return.

**There are no employees detailed to or from DCRB.**

4. (a) For fiscal year 2014, please list each employee whose salary was \$110,000 or more. For each employee listed provide the name, position title, salary, and amount of any overtime and/or bonus pay.

Last Name	First Name	Title	Salary	Overtime / Bonus
Morgan-Johnson	Sheila	Chief Investment Officer and Operating Officer	\$228,756	\$0
Stanchfield	Eric	Executive Director	\$222,093	\$0
Sampson	Erie	General Counsel/FOIA Officer	\$198,919	\$0
Anderson	Thomas R.	Chief Financial Officer	\$189,212	\$0
Bond	Johnetta	Chief Benefits Officer	\$178,000	\$0
Passerino	Joan	Director of Stakeholder Communications and Outreach	\$170,684	\$0
Shelborne	Anthony	Controller	\$167,000	\$0
Dewar	Peter	Director of Information Technology	\$157,013	\$0
King	Leslie Ann	Senior Counsel	\$155,000	\$0
Hernandez	Daniel	Director of Policy, Program Development and Evaluation	\$152,239	\$0
Valentine	Vernon	Human Resources Director	\$133,921	\$0
Sahm	John	Quality Compliance and Projects Manager	\$129,000	\$0
Sahm	Patrick	Senior Investment Analyst	\$127,308	\$0
Burnett	Michaela	Applications Development Manager	\$118,450	\$0

- (b) For fiscal year 2015, please list each employee whose salary is or was \$110,000 or more. For each employee listed provide the name, position title, salary, and amount of any overtime and/or bonus pay as of the date of your response.

Last Name	First Name	Title	Salary	Overtime / Bonus
Morgan-Johnson	Sheila	Chief Investment Officer and Operating Officer	\$228,756	\$0
Stanchfield	Eric	Executive Director	\$222,093	\$0
Sampson	Erie	General Counsel/FOIA Officer	\$198,919	\$0
Anderson	Thomas R.	Chief Financial Officer	\$189,212	\$0
Bond	Johnetta	Chief Benefits Officer	\$183,340	\$0
Dewar	Peter	Chief Technology Officer	\$183,000	\$0
Passerino	Joan	Director of Stakeholder Communications and Outreach	\$170,684	\$0
Shelborne	Anthony	Controller	\$167,000	\$0
King	Leslie Ann	Senior Counsel	\$159,650	\$0
Hernandez	Daniel	Director of Special Benefits Projects	\$152,239	\$0
Bojeun	Mark C.	Portfolio Manager	\$150,000	\$0
Valentine	Vernon	Human Resources Director	\$133,921	\$0
Sahm	Patrick	Senior Investment Analyst	\$127,308	\$0
Burnett	Michaela	Applications Development Manager	\$118,450	\$0

5. Please list, in descending order, the top 25 overtime earners in your agency for fiscal year 2014. For each, state the employee's name, position or title, salary, and aggregate overtime pay.

Last Name	First Name	Title	Salary	Overtime
Ashford	Pamela	Lead Retirement Analyst	\$ 77,234	\$ 9,133
Morgan	Dennis W	Lead Member Services Representative	\$ 48,513	\$ 7,278
Smith	Yolanda	Contract Specialist	\$ 63,000	\$ 6,691
Richbow	Michelle	Member Services Representative	\$ 41,250	\$ 3,574
Thomas	Lovely S	Retirement Analyst	\$ 68,782	\$ 3,494
Somerville	Michelle H.	Retirement Analyst	\$ 60,599	\$ 3,042
Harris	Johniece	Administrative Assistant**	\$ 56,168	\$ 1,653
Weedon	Kiana	Member Services Representative	\$ 41,250	\$ 1,478
Graham	Sharon Diane	Retirement Specialist	\$ 57,289	\$ 1,142
Bridgers	Nina	Administrative Assistant	\$ 42,000	\$ 678

**Only the above ten (10) employees received overtime pay during FY 2014.**

6. For fiscal years 2013, 2014, and 2015 (to date), please provide a list of employee bonuses or special award pay granted that identifies the employee receiving the bonus or special pay, the amount received, and the reason for the bonus or special pay.

**DCRB did not grant bonuses or special award pay during this period.**

7. For fiscal year 2015 (to date), please list each employee separated from the agency with separation pay. State the amount and number of weeks equivalents. Also, for each, state the reason for the separation.

Last Name	First Name	Amount	Weeks	Reason
Bojeun	Mark	\$5,769	Two (2)	Within probationary period, deemed not a good fit for agency needs.

8. For fiscal years 2013, 2014, and 2015 (to date), please state the total number of employees receiving worker's compensation payments.

**DCRB did not have any employees receiving worker's compensation payments during this period.**

9. For fiscal years 2014, and 2015 (to date), please list, in chronological order, all intra- District transfers to or from the agency.

**DCRB received one intra-District transfer from the Fire and EMS Department, totaling \$4,563.00. The payment was made to pay for services rendered by Cavanaugh Macdonald Consulting, LLC, the actuary with whom DCRB has a contractual agreement.**

10. Please list, in chronological order, every reprogramming of funds into and out of the agency for fiscal years 2014 and 2015 (to date). Include a "bottom line" that explains the revised final budget for your agency. For each reprogramming, list the reprogramming number, the date, the amount, and the rationale.

**DCRB did not reprogram funds into or out of the agency during this period.**

11. For fiscal years 2014 and 2015 (to date), please identify any special purpose revenue funds maintained by, used by, or available for use by your agency. For each fund identified, provide: (1) the revenue source name and code; (2) the source of funding; (3) a description of the program that generates the funds; (4) the amount of funds generated annually by each source or program; and (5) expenditures of funds, including the purpose of each expenditure.

**The District of Columbia Teachers' Retirement Fund and the District of Columbia Police Officers and Firefighters' Retirement Fund (collectively referred to as the "Fund") do not receive "dedicated taxes," and are not considered "special purpose revenue" funds. This determination is based on the definition of fund types under District law, which mirrors the Governmental Accounting Standards Board's Statement 34 (GASB 34). The funds DCRB manages are considered fiduciary trust funds as defined in GASB 34 paragraph 70.**

**Despite the above definition, the District of Columbia's Office of the Chief Financial Officer (OCFO) recorded DCRB's administrative budget under "special purpose revenue funds" in FY 2014, and records the budget under the category of enterprise and other funds in FY 2015. DCRB's administrative budget is approved by its Board of Trustees and derived from the Fund. The amount the Fund generates annually depends on the**

**employer contributions, employee contributions, and investment earnings. In addition, DCRB receives payments from the U.S. Department of the Treasury for administering benefits for the frozen federal teachers, and police officers and firefighters' retirement plans. Expenditures of the Fund are comprised of benefit payments, refunds of employee contributions, and administrative expenses.**

12. Please list all memoranda of understanding (MOUs) either entered into by your agency or operational during fiscal years 2014 and 2015 (to date). For each, describe its purpose, indicate the date entered, and provide the actual or anticipated termination date.

MOU	Purpose	Date Entered	Termination Date
<b><u>Fiscal Year 2014:</u></b>			
Metropolitan Police Department Office of the Chief Technology Officer (OCTO):	Reimbursement for data reclamation services provided by agency Human Resource Specialists	10/1/2013	9/30/2014
Data Reclamation Project (Phase III)	Validate and correct service and fiscal history for Plan members	7/23/2012	9/30/2013
Server Operations	Mobile Management Systems Servers	10/1/2013	9/30/2014
Web Maintenance	DCRB.gov web services	10/1/2013	9/30/2014
Pinsafe & VPN Services	VPN access for essential staff	10/1/2013	9/30/2014
Data Circuit	WAN connectivity	10/1/2013	9/30/2014
WebEx	Voice, desktop and video conferencing	10/1/2013	9/30/2014
SSL Certificate	Secure certificates for web sites	10/1/2013	9/30/2014
DC Department of Human Resources	Reimbursement for data reclamation services provided by agency Human Resource Specialists	6/10/2014	9/30/2014
DC Public Schools	Reimbursement for data reclamation services provided by agency Human Resource Specialists	6/4/2014	9/30/2014
U.S. Department of the Treasury	Reimbursement to DCRB for administrative services related to Plan members receiving federal funds	10/1/2013	9/30/2014
U.S. Department of the Treasury	Interconnection security agreement	10/1/2013	9/30/2014
<b><u>Fiscal Year 2015:</u></b>			
Metropolitan Police Department Office of the Chief Technology Officer (OCTO):	Reimbursement for data reclamation services provided by agency Human Resource Specialists	10/1/2014	9/30/2015
Data Reclamation Project (Phase III)	Validate and correct service and fiscal history for Plan members	10/1/2014	9/30/2015
Server Operations	Mobile Management Systems Servers	10/1/2014	9/30/2015
Web Maintenance	DCRB.gov web services	10/1/2014	9/30/2015
Pinsafe & VPN Services	VPN access for essential staff	10/1/2014	9/30/2015
Data Circuit	WAN connectivity	10/1/2014	9/30/2015
WebEx	Voice, desktop and video conferencing	10/1/2014	9/30/2015
SSL Certificate	Secure certificates for web sites	10/1/2014	9/30/2015
DC Department of Human Resources	Reimbursement for data reclamation services provided by agency Human Resource Specialists	11/4/2014	9/30/2015
U.S. Department of the Treasury	Reimbursement to DCRB for administrative services related to Plan members receiving federal funds	10/1/2014	9/30/2015
U.S. Department of the Treasury	Interconnection security agreement	10/1/2014	9/30/2015



13. D.C. Law requires the Mayor and the Chief Financial Officer to submit to the Council, simultaneously with a proposed budget submission, actual copies or all agency budget enhancements requests, including the "Form B" for all District agencies (See D.C. Code § 47-318.05a). In order to help the Committee understand agency needs, and the cost of those needs for your agency please provide as an attachment to your answers all budget enhancement requests submitted by your agency to the Mayor or Chief Financial Officer as part of the budget process for fiscal years 2014 and 2015.

**DCRB did not submit budget enhancement requests during this period.**

14. Please list each grant or sub-grant received by your agency in fiscal years 2014 and 2015 (to date). List the date, amount, purpose of the grant or sub-grant received, and explain how the grant is allocated if it is a multi-year grant.

**DCRB did not receive grants or sub-grants during this period.**

15. Please list all currently open capital projects for your agency as of the date of your response, including those projects that are managed or overseen by another agency or entity. Include a brief description of each, the total estimated cost, expenditures to date, the start and completion dates, and the current status of the project. Also, indicate which projects are experiencing delays and which require additional funding.

**DCRB does not have any projects for which capital funds are required.**

16. Please list all pending lawsuits that name your agency as a party. Please identify which cases on the list are lawsuits that potentially expose the city to significant liability in terms of money and/or change in practices. The Committee is not asking for your judgment as to the city's liability; rather, we are asking about the extent of the claim. For those claims identified, please include an explanation about the issues for each case.

**Joseph G. O'Rourke v District of Columbia Retirement Board (Civil Action No. 14-3772)**  
**A retired member of the Police Officers and Firefighters' Retirement Plan sued DCRB to have longevity pay included in his retirement calculation although he retired with 8 years of service and not the required 25 years of service. The member claimed he did not have to purchase his prior service to have it credited under the Plan. Agreeing with DCRB, the D.C. Superior Court dismissed the member's lawsuit because he did not purchase any of his prior service and retired with only 8 years of service. The member has appealed to the D.C. Court of Appeals. An unfavorable outcome is "remote." If the outcome is unfavorable, the Plan should be amended to reflect the current practice of the District and clearly address the treatment of longevity pay at retirement.**

**Cheryl Rivera v Jack Lew, Secretary of the United States Department of the Treasury, et al. (Civil Action No. 11-1305 (BJR) (consolidated with 11-cv-2259 (BJR))**

**This lawsuit involves a posthumous *nunc pro tunc* qualified domestic relations order (QDRO) under the D.C. Spouse Equity Act of 1988 (D.C. Code 1-529.01 et seq.). DCRB and Treasury rejected a posthumous order under District law, thereby denying a former spouse a surviving spouse annuity under the Police Officers and Firefighters' Retirement Plan. The U.S. District Court for D.C. granted summary judgment in favor of DCRB and**

Treasury (949 F.Supp.2d 266, 6/14/13) and the former spouse appealed to the U.S. District Court of Appeals for D.C. Because local case law on this issue is non-existent, the U.S. Court of Appeals certified the question to the D.C. Court of Appeals, which decided the certified question in favor of DCRB and Treasury (99 A.3d 269, 9/11/14) and opined that the D.C. Spouse Equity Act does not require the Mayor to comply with a posthumously-issued court order. An unfavorable outcome is “remote.” Regardless of the outcome, the D.C. Spouse Equity Act should be amended to reflect the current practice of the District and clearly prohibit posthumous QDROs.

**In Re: Tribune Company Fraudulent Conveyance Litigation, Case No. 11 MD 2296(RJS/Case No. 12 MD 2296(RJS)**

This is a consolidated securities litigation matter filed by creditors in the bankruptcy of The Tribune Company (“Tribune”) against beneficial owners of Tribune stock (who are the defendants in this case, including DCRB). The claim is based on an allegation of a fraudulent transfer in the amount of payments received by those owners in connection with the 2007 leveraged buyout of Tribune. The complaint alleged that Tribune filed for bankruptcy as a direct consequence of the transaction and that the shareholder payments constituted a fraud on Tribune’s creditors and should be repaid. An opinion has not been formed on whether an unfavorable outcome is either “probable” or “remote,” so there is no comment on whether there is a significant financial liability. This case will not result in changed practices.

**California State Teachers Retirement System v. Vivendi, S.A.No. 2012029636 Paris, France Commercial Tribunal**

This is a securities litigation case against Vivendi and its former CEO that was filed in Paris, France, by over 100 institutions (including other public pension funds, mutual funds, individual shareholders, and financial institutions) representing claims of over €1 billion. This case is moving forward in the Paris Commercial Court, which recently determined that the large majority of plaintiffs’ claims against Vivendi were sufficient to proceed to the merits phase. This case does not expose the City to significant liability either in terms of money or in a change in practices.

17. (a) Please list and describe any investigations, studies, audits, or reports on your agency or any employee of your agency that were completed at any time since October 1, 2011.

<b>Name:</b>	<b>Purpose:</b>	<b>Completed:</b>
Actuarial Valuation as of October 1, 2012, for Fiscal Year 2014 Contributions	To fulfill the requirements of DC Code§ 1-907.02(a) and (c), 1-907.03 (a), and 1-907.04.	12/2012
Audited Financial Statements For Fiscal Year 2012	To determine the effectiveness of existing internal financial controls, operational policy, and procedures that focus on the procuring of goods and services, payroll and personnel position controls.	01/2013
Reconciliation of Benefit Payments	To compare the estimated District benefit payments received by the U.S. Treasury for the District's portion of annuitant benefit payments made between October 1, 1997 and December 31, 2007 to the amount of total District benefit payments actually disbursed by the U.S. Treasury for the same period.	04/2013
Actuarial Valuation as of October 1, 2013, for Fiscal Year 2015 Contributions	To fulfill the requirements of DC Code§ 1-907.02(a) and (c), 1-907.03 (a), and 1-907.04.	12/2013
Audited Financial Statements For Fiscal Year 2013	To determine the effectiveness of existing internal financial controls, operational policy, and procedures that focus on the procuring of goods and services, payroll and personnel position controls.	01/2014
Actuarial Valuation as of October 1, 2014, for Fiscal Year 2016 Contributions	To fulfill the requirements of DC Code§ 1-907.02(a) and (c), 1-907.03 (a), and 1-907.04.	12/2014
Audited Financial Statements For Fiscal Year 2014	To determine the effectiveness of existing internal financial controls, operational policy, and procedures that focus on the procuring of goods and services, payroll and personnel position controls.	01/2015

- (b) Please list and describe any ongoing investigations, audits, or reports of your agency or any employee of your agency.

**There are no ongoing investigations, audits or reports of DCRB or any of its employees.**

18. Please list, in chronological order, all employee grievances filed against your agency in fiscal years 2014 and 2015 (to date). Also, list any earlier grievance that is still pending in any judicial forum. For each, give a brief description of the matter as well as the current status.

**No employee grievances were filed against DCRB during this period. However, there is one earlier grievance pending at the Superior Court of the District of Columbia. This case is titled: Jeffries v. D.C. Retirement Board, 2014 CA 005237 P(MPA).**



19. In table format, please list the following for fiscal years 2013, 2014, and 2015 (to date) regarding the agency's use of Smart Pay (credit) cards for agency purchases: (1) individuals (by name and title/position) authorized to use the cards; (2) purchase limits (per person, per day, etc.); and (3) total spent (by person and for the agency).

**DCRB has two SmartPay (credit) cards issued in the name of the agency. The Executive Director has delegated to the Chief Financial Officer (CFO) the authority to approve and use DCRB's credit cards for acquisitions not exceeding \$5,000. Staff members who also have the authority to use DCRB's credit cards for acquisitions not exceeding \$2,500 which either the Executive Director or the CFO have authorized in advance in writing are: Contract Specialist; Financial Specialist; Investment assistant; Administrative Assistant; Office Coordinator, and; the Executive Assistant/Office Manager. Each purchase must be reviewed and approved by Executive Director or the CFO. A summary of expenses for DCRB's SmartPay (credit) cards is below:**

<u>Employee/Title</u>	<u>Fiscal Year Expense</u>		
	<u>2013</u>	<u>2014</u>	<u>2015 (to date)</u>
<b>Procurement Card</b>			
Rabinai Carson/Administrative Specialist	\$ 43,474	\$ 7,761	\$ 4,273
Robin Chester/Executive Assistant	-	11,103	160
Peter Dewar/Chief Technology Officer	-	75,342	27,797
Johniece Harris/Administrative Specialist	-	21,640	2,499
Florence Jones/Investment Specialist	-	3,905	1,095
Denice McSears/Office Coordinator	7,558	1,531	2,076
Bonnie Rivers/Financial Specialist	64,584	7,305	655
Yolanda Smith/Contract Specialist	8,679	11,315	3,196
Procurement Card Total	<u>\$ 124,296</u>	<u>\$ 139,901</u>	<u>\$ 41,750</u>
<b>Travel Card</b>			
Rabinai Carson/Administrative Specialist	\$ 43,096	\$ 2,690	\$ -
Robin Chester/Executive Assistant	-	11,814	1,291
Johniece Harris/Administrative Specialist	-	10,652	9,866
Florence Jones/Investment Specialist	-	23,793	1,739
Bonnie Rivers/Financial Specialist	-	1,863	
Travel Card Total	<u>\$ 43,096</u>	<u>\$ 50,812</u>	<u>\$ 12,896</u>
<b>Grand Total</b>	<u><b>\$ 167,392</b></u>	<u><b>\$ 190,713</b></u>	<u><b>\$ 54,647</b></u>

20. (a) In table format, please provide the following information for fiscal years 2013, 2014, and 2015 (to date), regarding your agency's use of cellular phones and mobile devices: (1) individuals (by name and title/position) authorized to carry and use such devices; (2) total annual expense (FY) for each individual's use; and (3) justification for such use (per person). If the list is more than one page in length, you may provide it as an attachment.

**Please see the attachment for question #20(a) for details regarding DCRB's cellular phone and mobile device usage.**

(b) Please describe how your agency manages and limits its mobile, voice, and data costs, including cellular phones and mobile devices.

**DCRB manages its mobile devices using a Mobile Management System that inventories, locates, and authenticates users. A security profile is placed on each device, and in combination with the use of Virtual Private Networking, provides a secure connection to our servers. The system has the ability to allow authorized IT staff persons to remotely wipe the device in the event of theft, and the system tracks applications installed, and allows the agency to share productivity tools on the devices issued.**

**DCRB limited cellular phone costs by issuing only one cellular phone in FY 2014. The service on that cellular phone was terminated at the end of FY 2014. DCRB has entered into a contract with Verizon for data services at a discounted governmental rate with unlimited data for all mobile devices.**

21. (a) Does your agency have or use a government vehicle? If so, for fiscal years 2013, 2014, and 2015 (to date), please list these vehicle. You may group the vehicles by category (e.g., 15 sedans, 33 pick-up trucks, three transport buses, etc.).

**DCRB does not own or lease any vehicles.**

(b) Please list all vehicle accidents involving your agency's vehicles for fiscal years 2013, 2014, and 2015 (to date). Provide: (1) a brief description of each accident; (2) the type of vehicle involved; (3) the justification for using such vehicle; (4) the name and title/position of the driver involved; and (5) whether there was a finding of fault and, if so, who was determined to be at fault.

**As mentioned above, DCRB does not own or lease any vehicles.**

22. D.C. Law requires the Mayor to pay certain settlements from agency operating budgets if the settlement is less than \$10,000 or less than two years old (see D.C. Code § 2- 402(a)(3)). Please itemize each charge-back to your agency for a settlement or judgment pursuant to D.C. Code § 2-402.

**DCRB has no claim or judgment subject to an agency charge-back.**

23. (a) D.C. Law prohibits chauffeurs, take-home vehicles, and the use of SUVs (see D.C. Code §§ 50-203 and 50-204). Is your agency in compliance with this law? Please explain any exceptions.

**DCRB does not own or lease any vehicles and, therefore, is in compliance with D.C. Code §§ 50-203 and 50-204.**

(b) If there are exceptions, please provide the following: (1) type of vehicle (make, model, year); (2) individuals (name/position) authorized to have the vehicle; (3) jurisdictional residence of the individual (e.g., Bowie, MD); and (4) justification for the chauffer or take-home status.

**DCRB does not own or lease any vehicles and, as such, has no exception and is in compliance with D.C. Code §§ 50-203 and 50-204.**

24. In table format, please provide the following information for fiscal years 2013, 2014, and 2015 (to date) regarding your agency's authorization of employee travel: (1) individuals (by name and title/position) authorized to travel outside the District; (2) total expense for each trip (per person, per trip, etc.); and (3) justification for the travel (per person).

**Please see the attachment for question #24 regarding DCRB's authorization of employee travel.**

25. Please provide and itemize, as of January 26, 2015, the current number of When Actually Employed (WAE), term, and contract personnel within your agency. If your agency employs WAE or term personnel, please provide, in table format, the name of each employee, position title, the length of his or her term, the date on which he or she first started with your agency, and the date on which his or her current term expires.

**As of January 26, 2015, DCRB has no WAE or term personnel.**

**The following is a list of contract personnel performing services for DCRB:**

<b>Name</b>	<b>Postion/Title</b>	<b>Length of Term</b>	<b>Start Date of Current Term</b>	<b>Term Expiration</b>
Andrade, Diego	Senior Server Administrator	5 Years	8/14/2013	8/13/2018
Desta, Yared	Deskside Support Technician (Level II)	5 Years	6/4/2014	6/3/2019
Jackson, Mark	Deskside Support Technician (Level II)	6 Years	6/4/2014	6/3/2019
Lipscombe, Christina	Lead HR Data Technician	1 year	10/1/2014	9/30/2015
Newlin, John	Senior Financial Management Specialist	1 year	10/1/2014	9/30/2015
Phan, Tony	Enterprise Architect	2 months	1/22/2015	3/21/2015
Podesta, Sebastian	Financial Management Analyst	1 year	7/22/2014	7/21/2015
Randle, Leslie	HR Data Technician	1 year	10/1/2014	9/30/2015
Traore, Augustin	Senior Network Engineer	5 Years	8/15/2013	8/14/2018
Benson, Jeffrey	Contract Specialist	18 Months	7/21/2014	1/20/2016
Lee, Robina	HR Data Technician	1 Year	2/10/2014	2/9/2015
Oden, Candace	Benefits Contractor	1 Year	9/22/2014	9/21/2015
Carver, Sean	Member Services Coordinator	1 Year	1/29/2015	9/30/2015

26. Please provide, as an attachment, a copy of your agency's current annual performance plan as submitted to the Office of the City Administrator.

**DCRB, as an independent agency, does not submit an annual performance plan to the Office of the City Administrator. In the fall of 2012, DCRB outlined its three-year strategic goals, and has revised its operational plans to accomplish the goals as needed.**

27. What are your top five priorities for the agency? Please provide a detailed explanation for how the agency expects to achieve or work toward these priorities in fiscal years 2015 and 2016.

**DCRB's top five priorities for the next three years are:**

1. **Expand and improve member Benefits Administration capabilities while assuring benefits are paid to our members timely and accurately.**

In fiscal year 2013, the Benefits Administration and Information Technology areas launched a multi-year Retirement Modernization Program. During fiscal years 2014 and 2015, that program will include three main projects:

**A. Business Process Reengineering Implementation**

In fiscal year 2013, the Benefits Department completed a review of its business processes, modifying its paper-based benefit functions. During fiscal year 2015 the Department will implement the newly designed workflows and standard operating procedures to transition toward a more customer-focused and technology-supported organization.

**B. Data Reclamation**

In fiscal year 2013, DCRB, several District agencies, and other stakeholders began preparing employee service and financial data for inclusion in a comprehensive Pension Information Management System. The data reclamation includes collecting and reconciling historical member service, salary and contribution records. During FY 2014, DCRB reclaimed 4,559 employee records and will complete the certification of those records by the end of FY 2015. DCRB will use the certified data to improve daily retirement processing and continue planning for the implementation of a pension management information system.

**C. Pension Management Information System Acquisition**

During FY 2015, DCRB will complete a Pension System Feasibility Study and will begin the preliminary work needed for the acquisition of a new pension management information system. This system will allow DCRB to provide a full range of retirement services for members, such as annual benefits statements, member self-service, and the integration of data into other pension-related systems.

During fiscal year 2015, DCRB plans to implement an Enterprise Data Quality tool and a Master Data Management system that will allow DCRB to collect plan member information from multiple systems and store them in a single data source. This system will gather data from both the District's PeopleSoft active member repository, as well as the STAR annuitant system managed by the Department of the Treasury, and collate the records into a single database. That database will become a single source of data for maintaining the plans that DCRB administers. All of these efforts are intended to eliminate paper, serve our members more efficiently, and reduce the turnaround time currently required to provide members with their initial pension payments.

**2. Prudently invest Fund assets to provide long-term sustainable risk adjusted returns.**

DCRB seeks to prudently manage the Fund assets so as to earn a return that meets or exceeds DCRB's actuarial investment return assumption over long periods of time.

The following actions are targeted for completion in fiscal years 2015 and 2016 and will build a solid foundation for achieving long-term sustainable risk-adjusted returns:

- Periodically review manager roster for areas of improvement and conduct manager searches to fulfill the asset allocation objectives;
- Rebalance the portfolio when appropriate to maintain compliance with asset allocation ranges;
- Educate the Trustees on new investment opportunities, as well as their fiduciary responsibilities;
- Review and adjust appropriate measures to continue progress in cost savings;
- Continue to offer professional development and training opportunities to DCRB staff; and
- Continue to work with our industry-leading consultants to ensure the fund is well-positioned to achieve our goals going forward.

**3. Refine the organizational structure to meet agency responsibilities.**

DCRB will fill key staff vacancies, as needed, and will continue to offer training on ethics, fiduciary duties, data security, new systems and technologies, and benefits administration.

The Benefits Department will continue to identify performance gaps and training needs as well as modify benefit functions during fiscal years 2015 and 2016.



**4. Foster member and stakeholder trust through enhanced communications.**

**DCRB will communicate with its members and frequently update the DCRB website to include new relevant user content. DCRB will continue its partnerships with District human resources offices to provide retirement workshops for retiring plan members. DCRB will also maintain communication with its members regarding Plan design changes or modifications that may impact their post-retirement benefits through newsletters, additional correspondence, and website communications.**

**DCRB will continue to update forms for all major processes, create pamphlets to explain Plan provisions requiring actions by members, and draft template letters assuring the consistency and clarity of information that DCRB provides to its members.**

**DCRB will develop intranet capabilities that will improve internal communications; document storage, sharing, and distribution of policies and procedures; enhance collaboration across DCRB; and provide greater accessibility to real-time data. These steps will also allow DCRB to continue to migrate from a paper-driven organization to a more secure information-sharing organization, where documents are protected, yet accessible to authorized staff, even in the event of a disaster. This will foster enhanced communication among all staff, and ultimately, with the members.**

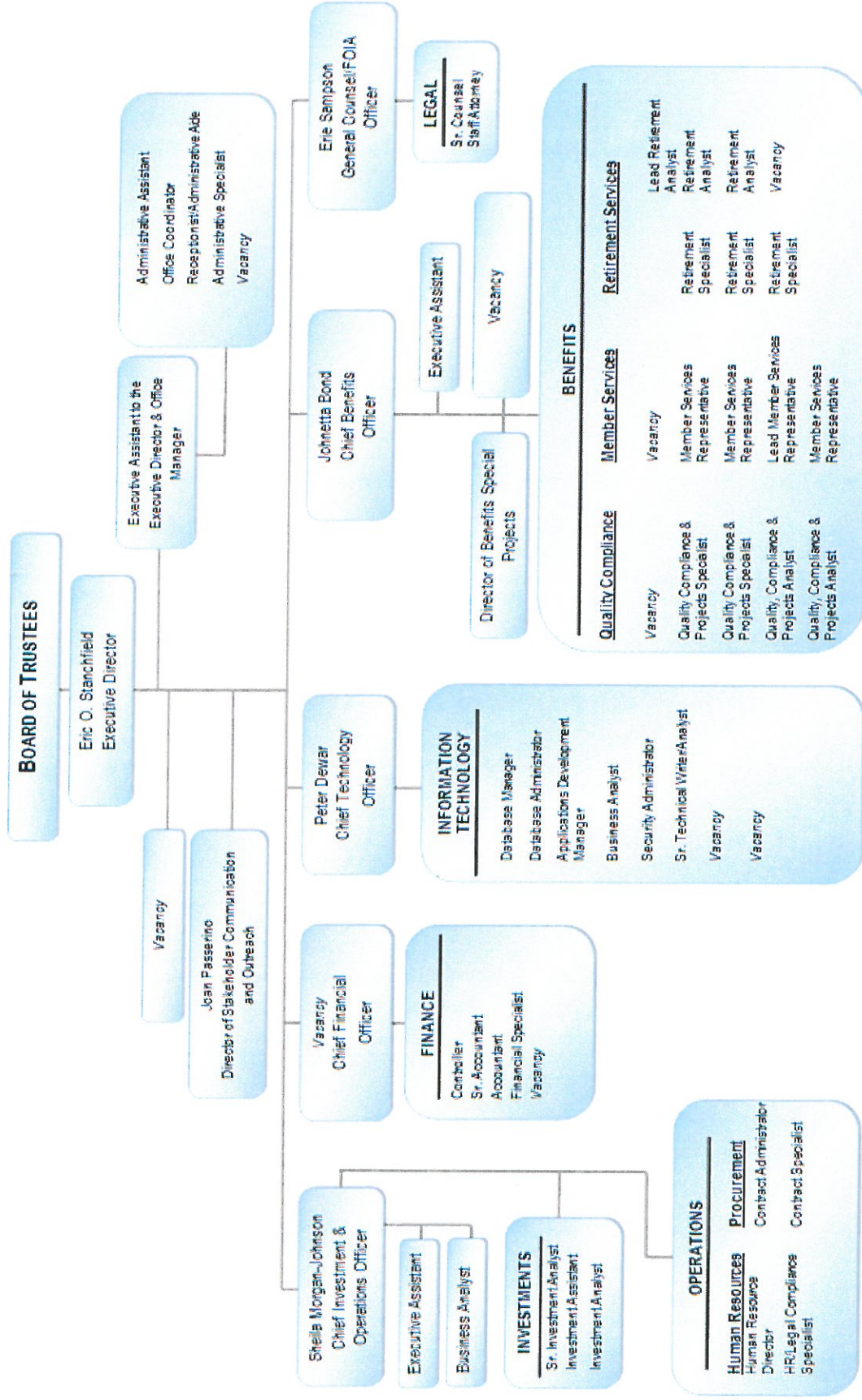
**5. Safeguard the integrity of the Fund.**

**DCRB will continue to obtain unqualified audit opinions and report its financial activities according to governmental accounting standards. DCRB will also publish its Comprehensive Annual Financial Report based on the standards required to obtain the Government Finance Officer's Association's Certificate of Achievement of Excellence in Financial Reporting. DCRB will maintain the professional standards to continue receiving the Public Pension Standards Award for plan design and administration as set forth by the Public Pension Coordinating Council and it will undertake an actuarial audit by an independent actuarial firm in FY 2015. These activities are consistent with pension administration best practices.**

**Standards and best practices will be implemented in the information technology area for security, project management, and service delivery. DCRB will also continue to maintain the continuity of operations with its recently implemented disaster recovery infrastructure. Data security measures will concentrate on implementing a data loss prevention program to secure personally identifiable information, an Identity and Access Management system to keep unwanted persons from accessing the network, and a Security Event Information Management system to automate the collection and analysis of security related information.**

## **Attachments**

# THE DISTRICT OF COLUMBIA RETIREMENT BOARD



## Question 2 - SCHEDULE A

Department	Position Title	Last Name	First Name	Salary	Fringe	Total
Benefits	Chief Benefits Officer	Johnetta	Bond	\$183,340	\$36,668	\$220,008
Benefits	Director of Special Benefits Projects	Hernandez	Daniel	\$152,239	\$30,448	\$182,687
Benefits	Lead Retirement Analyst	Ashford	Pamela	\$77,234	\$15,447	\$92,681
Benefits	Retirement Analyst	Thomas	Lovely S.	\$68,782	\$13,756	\$82,538
Benefits	Retirement Analyst	Somerville	Michelle	\$60,599	\$12,120	\$72,719
Benefits	Executive Assistant	Chester	Robin	\$60,000	\$12,000	\$72,000
Benefits	Retirement Specialist	Graham	Sharon	\$57,289	\$11,458	\$68,747
Benefits	Retirement Specialist	Fauntleroy	Anjanette	\$58,000	\$11,600	\$69,600
Benefits	Quality Compliance and Projects Analyst	Thomas	Jacqueline	\$92,000	\$18,400	\$110,400
Benefits	Quality Compliance and Projects Specialist**	Ross	Anita	\$81,022	\$16,204	\$97,226
Benefits	Quality Compliance and Projects Specialist	John	Thomas	\$75,000	\$15,000	\$90,000
Benefits	Quality Compliance and Projects Analyst	Kobylinski	Mark	\$67,000	\$13,400	\$80,400
Benefits	Retirement Specialist	Short	Terry	\$64,000	\$12,800	\$76,800
Benefits	Lead Member Services Representative	Morgan	Dennis	\$48,513	\$9,703	\$58,216
Benefits	Member Services Representative	Richbow	Michelle	\$41,250	\$8,250	\$49,500
Benefits	Member Services Representative	Brown	Shalanda	\$41,250	\$8,250	\$49,500
Benefits	Member Services Representative	Weedon	Kiana	\$41,250	\$8,250	\$49,500
Benefits	Vacant	n/a	n/a	n/a	n/a	n/a
Benefits	Vacant	n/a	n/a	n/a	n/a	n/a
Benefits	Vacant	n/a	n/a	n/a	n/a	n/a
Benefits	Vacant	n/a	n/a	n/a	n/a	n/a
Executive	Executive Director	Stanchfield	Eric	\$222,093	\$86,070 *	\$308,163
Executive	Director of Stakeholder Communications and Outreach	Passerino	Joan	\$170,684	\$34,137	\$204,821
Executive	Executive Assistant to the Executive Director and Office Manager	Reaves	Deborah	\$94,760	\$18,952	\$113,712
Executive	Administrative Specialist	Harris	Johniece	\$56,168	\$11,234	\$67,402
Executive	Office Coordinator	McSears	Denice G.	\$46,203	\$9,241	\$55,444
Executive	Administrative Assistant	Bridgers	Nina	\$42,000	\$8,400	\$50,400
Executive	Receptionist/Admin Aide	Lesesne	Yvonne	\$40,000	\$8,000	\$48,000
Executive	Vacant	n/a	n/a	n/a	n/a	n/a
Executive	Vacant	n/a	n/a	n/a	n/a	n/a
Finance	Controller	Shelborne	Anthony	\$167,000	\$33,400	\$200,400
Finance	Senior Accountant	O'Neal	Rhonda P.	\$106,384	\$21,277	\$127,661
Finance	Financial Specialist	Rivers	Bonnie	\$66,531	\$13,306	\$79,837
Finance	Investment Accountant	Morgan	Ricardo	\$66,837	\$13,367	\$80,204
Finance	Vacant	n/a	n/a	n/a	n/a	n/a
Finance	Vacant	n/a	n/a	n/a	n/a	n/a

## Question 2 - SCHEDULE A

Department	Position Title	Last Name	First Name	Salary	Fringe	Total
Investments	Chief Investment Officer and Operations Officer	Morgan-Johnson	Sheila	\$228,756	\$45,751	\$274,507
Investments	Senior Investment Analyst	Sahm	Patrick	\$127,308	\$25,462	\$152,770
Investments	Investment Analyst	Xanthopoulos	Michael	\$89,610	\$17,922	\$107,532
Investments	Investment Assistant	Jones	Florence E.	\$72,571	\$14,514	\$87,085
Investments	Executive Assistant	Greene	Joyce	\$58,215	\$11,643	\$69,858
Legal	General Counsel/FOIA Officer	Sampson	Erie	\$198,919	\$39,784	\$238,703
Legal	Senior Counsel	King	Leslie Ann	\$159,650	\$31,930	\$191,580
Legal	Staff Attorney	Castro	Camille	\$102,000	\$20,400	\$122,400
Information Technology	Director of Information Technology	Dewar	Peter	\$183,000	\$36,600	\$219,600
Information Technology	Applications Development Manager	Burnett	Michaela	\$118,450	\$23,690	\$142,140
Information Technology	Database Manager	Frimpong	Ferdinand	\$108,150	\$21,630	\$129,780
Information Technology	Senior Technical Writer/Analyst	Baker	Justin	\$105,000	\$21,000	\$126,000
Information Technology	Security Administrator	Poku	Adu	\$105,000	\$21,000	\$126,000
Information Technology	Database Administrator	Gebremeskel	Wukyanos	\$89,116	\$17,823	\$106,939
Information Technology	Business Analyst	Chandler	Valerie D.	\$80,129	\$16,026	\$96,155
Information Technology	Vacant	n/a	n/a	n/a	n/a	n/a
Information Technology	Vacant	n/a	n/a	n/a	n/a	n/a
Operations/Human Resources	Human Resources Director	Valentine	Vernon	\$133,921	\$26,784	\$160,705
Operations/Human Resources	Human Resources Compliance Specialist	Carson	Rabinai	\$82,400	\$16,480	\$98,880
Operations/Procurement	Contract Administrator	Bolourian	Neda	\$80,000	\$16,000	\$96,000
Operations/Procurement	Contract Specialist	Smith	Yolanda	\$63,000	\$12,600	\$75,600
Operations	Business Analyst	Scrapper	Sue	\$107,525	\$21,505	\$129,030

\* Includes benefits per contract.

\*\* Part-time position (0.6 FTE)

**Question 20(a)**

<u>Name</u>	<u>Position Title</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
Cellular Telephone: issued for use away from office (e.g. due diligence trips).				
Sheila Morgan-Johnson	Chief Investment Officer and Chief Operations Officer	\$ 970	\$ 232	\$ -
	Unassigned cellular telephone	-	592	-
<b>Mobile Device: issued to staff and Trustees to reduce the use of paper, for secure remote productivity and, in the event of a disaster, to continue agency business operations.</b>				
Anita Ross	Quality Compliance and Projects Specialist	129	-	-
Catisha Jackson	Retirement Services Manager	-	480	-
Corinne Koch	Deputy Chief Benefits Officer	172	240	-
Daniel Hernandez	Director of Policy, Program Development and Evaluation	200	480	160
Deborah Reaves	Executive Assistant to the Executive Director & Office Manager	172	480	160
Eric Stanchfield	Executive Director	172	480	160
Erie Sampson	General Counsel/FOIA Officer	172	480	160
Ferdinand Frimpong	Database Administrator	172	480	160
Florence Jones	Investment Assistant	172	480	160
	Chief Benefits Officer (FY 2013);			
Joan Passerino	Director, Stakeholder Communication and Outreach	129	160	160
Johnetta Bond	Chief Benefits Officer	-	400	160
Kande Hooten	Quality Control Manager	172	200	-
Katie Shultz	Special Projects Assistant	172	80	-
Kevin Green	Senior Procurement Specialist	172	-	-
Leslie King	Senior Counsel	172	480	160
Michael Xanthopoulos	Investment Analyst	-	480	160
Michaela Burnett	Applications Development Manager	172	480	160
Patrick Sahn	Senior Investment Analyst	172	480	160
Peter Dewar	Director of Information Technology	172	480	160
Rabanai Carson	Human Resources Specialist	-	480	160
Rhonda O'Neal	Senior Accountant	172	480	160
Sebastian Podesta	Senior Financial Analyst	172	-	-
Sheila Morgan-Johnson	Chief Investment Officer and Chief Operations Officer	172	480	160
Susan Scrapper	Business Analyst	172	480	160
Thomas Anderson	Chief Financial Officer	172	480	160
Valerie Chandler	Business Analyst	-	480	160
Wukyanos Gebremeskel	Database Administrator	172	480	160
Yolanda Smith	Contract Specialist	172	480	160
Adu Poku	Security Administrator	-	-	160
Anthony Shelborne	Controller	-	240	160
John Sahn	Quality, Compliance and Projects	-	200	40
Robin Crawford	Member Service Manager	-	200	40
Neda Bolourian	Procurement Manager	-	-	120
Deborah Hensley*	Trustee	172	-	-
George Suter*	Trustee	172	480	160
Michael Warren	Trustee	172	480	160
Gary Hankins	Trustee	-	480	160
Joseph Bress	Trustee	172	480	160
Darrick Ross	Trustee	172	480	160
Barbara Davis-Blum	Trustee	172	480	160
Edward Smith	Trustee	172	480	160
Judith Marcus*	Trustee	172	160	-
Diana Bulger*	Trustee	172	320	-
James Bunn*	Trustee	172	-	-
Lyle Blanchard	Trustee	172	480	160
Lenda Penn Washington	Trustee	-	200	160
Joseph Clark	Trustee	-	200	160
<b>Total</b>		<b>\$ 6,759</b>	<b>\$ 16,868</b>	<b>\$ 5,480</b>

\*No longer on the Board



Question 24

Last Name	First Name	Position Title	Event/Purpose	Location	Fiscal Year 2013	Fiscal Year 2014	Fiscal Year 2015 (as of 1/15/2015)
Blanchard	Lyle	Trustee	2015 Visions, Insights, & Perspectives (VIP) Americans Institutional	Dana Point, CA			\$ 1,404
Blum	Barbara	Trustee	2014 Warburg Pincus Annual Dinner/Meeting and 2014 Blackstone Capital Partners Limited Partners conference	New York, NY		\$ 1,065	
Bress	Joseph	Trustee	New England Institutional Investor Forum	Boston, MA	\$ 296		
Bunn	James	Trustee	10th Annual <i>Made in America</i> Taft-Hartley Benefits Summit	Las Vegas, NV	\$ 1,846		
Collins	Mary	Trustee	Mid-Atlantic Plan Sponsors annual conference	Baltimore, MD		\$ 517	
			NCPERS conference	Chicago, IL		\$ 3,289	
			92nd Annual NCTR conference	Indianapolis, IN			\$ 2,688
Hensley	Deborah	Trustee	Certificate of Achievement in Public Plan Policy (CAPP) Employee Pensions Part II Course	San Diego, CA	\$ 2,373		
Ross	Darrick	Trustee	Meketa 2012 Investment Conference and CAPP Employee Pensions Part II Course	San Diego, CA	\$ 3,388		
Smith	Edward	Trustee	10th Annual <i>Made in America</i> Taft-Hartley Benefits Summit	Las Vegas, NV	\$ 1,646		
			IFEBC CAPP Employee Pensions Training Part I	Chicago, IL	\$ 1,685		
			Wharton Advanced Investment Management and Refresher Workshop	Philadelphia, PA	\$ 5,682		
			NCPERS 2013 Public Safety Conference	Palm Springs, CA		\$ 1,668	
			NCPERS 2014 Public Safety Conference	Chicago, IL		\$ 3,137	
			2014 Public Safety Employees Pension & Benefits	New Orleans, LA		\$ 2,842	
Tippett	Thomas	Trustee	59th Annual IFEBC Employee Benefits Conference	Las Vegas, NV		\$ 1,397	\$ 42
Warren	Michael	Trustee	World Pension Forum (WPF): Investment Fundamentals	Boston, MA	\$ 934		
Bond	Johnetta	Chief Benefits Officer	GFOA Annual conference	Minneapolis, MN		\$ 1,402	
			IFEBC 60th Annual conference	Boston, MA			\$ 1,730
Brown	Shalanda		Maryland's Aetna and Coventry Small Group seminar	Gaithersburg, MD			\$ 56
Burnett	Michaela	Applications Development Manager	Gartner Symposium/ITxpo 2012	Orlando, FL	\$ 1,100		
			Gartner Symposium/ITxpo 2013	Orlando, FL		\$ 1,231	
			2013 SharePoint Conference.ORG	Fort Washington, MD	\$ 973		
			NA Symposium/ITxpo	Orlando, FL		\$ 2,057	
Castro	Camille		NAPPA Legal Education conference	Nashville, TN		\$ 1,267	
Carson	Rabinai	HR/Legal Compliance Specialist	SHRM Employee Relations Seminar	Alexandria, VA		\$ 1,275	
Dewar	Peter	Chief Technology Officer	Gartner Symposium/ITxpo 2012	Orlando, FL	\$ 1,102		
			Gartner Symposium/ITxpo 2013	Orlando, FL		\$ 2,026	
			2013 Gartner Security & Risk Management Conference	National Harbor, MD	\$ 2,091		
			Gartner Security and Risk Conference	National Harbor, MD		\$ 2,237	
			Gartner Symposium/ITxpo 2014	Orlando, FL		\$ 1,754	
			PRISM conference	Orlando, FL		\$ 1,514	
			Gardner Symposium	Orlando, FL			\$ 2,181
Frimpong	Ferdinand	Database Manager	2013 Microsoft Dynamics Convergence	New Orleans, LA	\$ 3,301		
			2013 Gartner Security & Risk Management Conference	National Harbor, MD	\$ 2,163		
			NetBackup Training	Herndon, VA	\$ 270		
			Gartner Security and Risk Management Summit 2014	National Harbor, MD		\$ 2,235	
			Microsoft Dynamics Convergence Atlanta 2014	Atlanta, GA		\$ 1,692	
			Oracle Open World 2014 conference	San Francisco, CA		\$ 5,264	

Question 24

Last Name	First Name	Position Title	Event/Purpose	Location	Fiscal Year 2013	Fiscal Year 2014	Fiscal Year 2015 (as of 1/15/2015)
Gebremeskel	Wukyanos	Database Administrator	2013 Gartner Security & Risk Management Conference	National Harbor, MD	\$ 1,975		
			NetBackup Training	Herndon, VA	\$ 209		
			Learning Tree International	Rockville, MD		\$ 2,554	
Harris	Johniece	Administrative Specialist	Annual Admin Professionals Conference	National Harbor, MD		\$ 1,600	
King	Leslie	Senior Counsel	NAPPA 2013 Legal Education Conference	Santa Fe, NM	\$ 2,724		
			NAPPA 2014 Legal Education Conference	Nashville, TN		\$ 2,243	
Morgan	Ricardo	Accountant	Microsoft Dynamics Convergence conference	Atlanta, GA		\$ 1,358	
			Microsoft Dynamics Summit 2014	Bethesda, MD			\$ 100
Morgan-Johnson	Sheila	Chief Investment and Operations Officer	Due diligence visits to Artisan Partners LP, Blackrock Fund Advisors, and Shott Capital Management	San Francisco, CA	\$ 1,376		
			BlackRock's 2012 Institutional Investor Conference	New York, NY	\$ 253		
			Due diligence visit to Copper Rock Capital Partners and Wayzata Investment Partners	Boston, MA	\$ 262		
			Due diligence visit to Enervest, Ltd., EnCap Investments, LP, and Dimensional Fund Advisors (DFA)	Houston, TX	\$ 1,390		
			Pantheon Annual Investor Meeting 2012	Miami, FL	\$ 908		
			Due diligence search for Absolute Return/Private Equity Selection Process (London)	London, England	\$ 2,744		
			Due Diligence visit to Beach Point, Gloden Tree, Odyssey and Wheelock (New York), and Sankaty (Boston)	New York, NY and Boston, MA	\$ 574		
			Due diligence visit to Gryphon International Investment Corp., and Onex (Private Equity Manager)	Toronto, ON	\$ 1,012		
			2013 CII Fall Conference: Lessons Learned and Due Diligence meetings with Linden Capital Partners, Harrison Street RE Captial, and GTCR	Chicago, IL	\$ 1,319		
			Attend Encap Investments 2013 Annual Investor Conference and to perform due diligence on Encap Flatrock and Quatum Energy Partners	Dallas/Houston, TX	\$ 920		
			Due diligence meeting with GEM Realty Fund V, and follow-up meeting with Heitman Value Partners	Chicago, IL	\$ 812		
			Due Diligence visit to Brevan Howard Credit; The Jordan Co.; Och Ziff; Insight Venture Partners; Riverside; Sentinel and Pennant	New York, NY and Summit, NJ	\$ 1,248		
			Due Diligence visit to Mondrian; Rogge International; Pantheon; Carlyle; HIG; and Hedge Fund Managers (London); and Brandywine Global Investment Management (Philadelphia)	London, England and Philadelphia, PA	\$ 2,095		
			2013 Heitman Investor Meetings	Chicago, IL	\$ 322		
			Cliffwater 2013 Hedge Fund Conference	New York, NY	\$ 256		
			Due Diligence meeting with HIG Europe Capital Partners II	Miami, FL	\$ 758		
			BlackRock's 2014 Institutional Investor Conference	New York, NY		\$ 271	
			CBRE Global Investors 2014 Americas Symposium	Rancho Palos Verdes, CA		\$ 901	
			Due Diligence on Causeway Capital	Los Angeles, CA		\$ 1,027	
			Due Diligence on Altrinsic Global Advisors	Greenwich, CT		\$ 660	
			Encap Investment 2013 Annual conference and Due Diligence on Encap Flatrock	Dallas/Houston, TX		\$ 1,268	
			Due Diligence meetings with Quantum Energy Partners, Encap Investments, Lime Rock Resources and White Deer Energy	Houston, TX		\$ 1,047	
			Due Diligence on Riverside Micro Cap Fund; PIMCO; Centerbridge Capital Related Fund Management and Blackstone	New York, NY		\$ 573	
			Due Diligence on Spectrum Equity, Summit Partners; Advent International; Openview Partners and DDJ Capital Management	Boston, MA		\$ 806	
			Heitman and Pantheon Advisory Committee meeting and Northern Trust Global Investments	New York, NY		\$ 1,409	
			Women Leaders in Financial Services-The Impact Summit 2014	New York, NY		\$ 293	
			CVC Capital Partners LP Day 2014	New York, NY			\$ 132
			2014 NSCP National Conference	National Harbor			\$ 975
			Riverstone Global Energy and Power Fund Annual Limited Partner Meeting	New York, NY			\$ 132
O'Neal	Rhonda	Senior Accountant	Microsoft Dynamics Summit 2014	Bethesda, MD			\$ 100
Podesta	Sebastian	Senior Financial Analyst	2013 Microsoft Dynamics Convergence	New Orleans, LA	\$ 3,291		
Poku	Adu	Security Administrator	Gartner Security and Risk Management Summit	National Harbor, MD		\$ 2,167	
			ISC Security Congress 2014	Atlanta, GA			\$ 1,992
Rivers	Bonnie		Microsoft Dynamics Summit 2014	Bethesda, MD			\$ 100

Question 24

Last Name	First Name	Position Title	Event/Purpose	Location	Fiscal Year 2013	Fiscal Year 2014	Fiscal Year 2015 (as of 1/15/2015)
Sahn	Patrick	Sr. Investment Analyst	Due diligence visits to Artisan Partners LP, Blackrock Fund Advisors, and Shott Capital Management	San Francisco, CA	\$ 1,308		
			2012 SteelRiver Infrastructure Fund North America Annual Meeting	New York, NY	\$ 265		
			Due diligence visit to Copper Rock Capital Partners and Wayzata Investment Partners	Boston, MA	\$ 180		
			Due diligence visit to Enervest, Ltd., EnCap Investments, LP, and Dimensional Fund Advisors (DFA)	Houston, TX and Austin, TX	\$ 1,296		
			2012 Blackstone Real Estate Limited Partners Conference	New York, NY	\$ 621		
			Due diligence search for Absolute Return/Private Equity Selection Process (London)	London, England	\$ 2,694		
			Due Diligence visit to Brevan Howard Credit; The Jordan Co.; Och Ziff; Insight Venture Partners; Riverside; Sentinel and Pennant	New York, NY and Summit, NJ	\$ 1,195		
			Due Diligence visit to Gryphon International Investment Corp. and Meeting w/Private Equity Manager, Onex	Toronto, ON	\$ 1,098		
			Due Diligence visit to Beach Point, Gloden Tree, Odyssey and Wheelock (New York), and Sankaty (Boston)	New York, NY and Boston, MA	\$ 926		
			Due Diligence visit to Linden Capital Partners, Harrison Street Real Estate Capital and GTCR	Chicago, IL	\$ 1,030		
			Resource Capital Funds 13th Annual Limited Partners' Meeting Module 3 Conference	Denver, CO	\$ 737		
			Attend Encap Investments 2013 Annual Investor Conference and to perform due diligence on Encap Flatrock and Quatum Energy Partners	Dallas/Houston, TX	\$ 1,128		
			Attend the 2013 Annual Lime Rock Limited Partners Meeting and to perform due diligence on Warburg Pincus and SteelRiver	New York, NY	\$ 724		
			Attend riverstone Global Energy and Power Funds Annual Limited Partner Meeting	New York, NY	\$ 126		
			ILPA Module 3: Executing LP Roles and Responsibilities	Chicago IL	\$ 799		
			Due Diligence visit JMI Private Equity	Baltimore, MD	\$ 100		
			Due diligence meeting with GEM Realty Fund V and follow-up meeting with Heitman Value Partners	Chicago, IL	\$ 617		
			Due Diligence meeting with HIG Europe Capital Partners II	Miami, FL	\$ 673		
			Macquarie Infrastructure Partners (MIP) 2013 Annual Meeting and due diligence meetings w/Northern Trust and LSV Asset Management	Chicago, IL	\$ 642		
			Due Diligence visit to Mondrian; Rogge International; Pantheon; Carlyle; HIG; and Hedge Fund Managers (London); and Brandywine Global Investment Management (Philadelphia)	London, England and Philadelphia, PA	\$ 2,068		
			67th CFA Annual conference	Seattle, WA		\$ 1,366	
			2014 Kelso conference	New York, NY	\$ 272		
			2014 Odyssey Investment Partners Annual Partnership meeting	New York, NY	\$ 268		
			Due Diligence meetings to ISS (proxy voting service provider)	Rockville, MD	\$ 72		
			Due Diligence meetings with Altrinsic Global Advisors and Kelso and Company	Greenwich, CT/New York, NY	\$ 1,280		
			2013 Annual Lime Rock Limited Partners meeting and Due Diligence on Warburg Pincus and SteelRiver	New York, NY	\$ 732		
			Due Diligence on Causeway Capital and meet with Cliffwater	Los Angeles, CA	\$ 1,033		
			Encap Investment Annual Investor conference and Due Diligence on Encap Flatrock and Quatum Energy Partners	Dallas/Houston, TX	\$ 1,471		
			Due Diligence with Quantum Energy Partners, Encap Investments, Lime Rock Resources and White Deer Energy	Houston, TX	\$ 1,008		
			Due Diligence on Riverside Micro Cap Fund; PIMCO; Centerbridge Capital Related Fund Management and Blackstone	New York, NY	\$ 424		
			Due Diligence on Riverstone Holdings LLC; Angelo Gordon and company; Advent International and related companies	New York, NY	\$ 637		
			Due Diligence on Spectrum Equity; Summit Partners; Advent International				
			Openview Partners and DDJ Capital Management	Boston, MA	\$ 639		
			ILPA Members Only conference	Boston, MA	\$ 1,664		
			Riverstone Global Energy and Power Funds Annual Limited Partner meeting	New York, NY	\$ 221		
			Encap Investment LP 2014 Investor conference	Houston, TX			\$ 910
			Lime Rock's Limited Partners and SteelRiver's 2014 Annual meetings	New York, NY			\$ 813
Sampson	Erie	General Counsel/FOIA Officer	ILPA Institute Private Equity Executive Education Level II Module I 2013	San Francisco, CA	\$ 2,840		
			NAPPA 2013 Legal Education Conference	Santa Fe, NM	\$ 2,169		
			ILPA Institute Private Equity Executive Education Level I 2014	Chicago, IL		\$ 2,598	
			Institutional Limited Partners Association 2014	Chicago, IL	\$ 3,581		
			The National Society of Compliance Professionals Inc. 2014	National Harbor, MD			\$ 975
Shelborne	Anthony	Controller	2014 NASRA Global CFO conference	Davis, CA		\$ 1,516	
			GFOA Training sessions	Charlotte, NC		\$ 2,031	
			Microsoft Dynamics Summit 2014	Bethesda, MD			\$ 100

Question 24

Last Name	First Name	Position Title	Event/Purpose	Location	Fiscal Year 2013	Fiscal Year 2014	Fiscal Year 2015 (as of 1/15/2015)
Smith	Yolanda	Contract Specialist	National Institute for Governmental Purchasing (NIGP) Professional Training Course: <i>Sourcing in the Public Sector</i>	Linthicum, MD	\$ 700		
Stanchfield	Eric	Executive Director	69th Annual Forum and Products Exposition	Philadelphia, PA		\$ 3,350	
			Harvard Kennedy School Senior Executive in State & Local Government Programs	Cambridge, MA	\$ 12,715		
			National Association of State Retirement Administrators (NASRA) 2013 Annual Conference	Portland, OR	\$ 2,808		
			IFEBP Spring Board and Committee Meeting	Scottsdale, AZ		\$ 1,360	
			Midyear Board and Committee Meetings	Napa, CA		\$ 2,772	
			IFEBP 60th Annual Employee Benefits conference	Boston, MA			\$ 1,690
Weedon	Kiana		61st Annual Conference Planning Meeting	Chicago, IL			\$ 472
Xanthopoulos	Michael	Investment Analyst	Maryland's Aetna and Coventry Small Group seminar	Gaithersburg, MD			\$ 54
			Due Diligence visit to JMI	Baltimore, MD	\$ 28		
			Due Diligence visit to Beach Point, Gloden Tree, Odyssey and Wheelock (New York), and Sankaty (Boston)	New York, NY and Boston, MA	\$ 1,036		
			GEM Realty Properties Annual Meeting	Chicago, IL	\$ 354		
			Due diligence visit on T. Rowe Price	Baltimore, MD	\$ 44		
			SteelRiver Infrastructure Fund North America Annual Meeting	New York, NY	\$ 126		
			CVC Capital Partners	New York, NY	\$ 126		
			PREA 23rd Annual Investor Real Estate Conference	Chicago, IL	\$ 1,044		
			Cliffwater Hedge Fund conference	New York, NY		\$ 618	
			CVC Capital Partners	New York, NY		\$ 261	
			Due Diligence meeting to ISS (proxy voting service provider)	Rockville, MD		\$ 69	
			Due Diligence meetings with Altrinsic Global Advisors and Kelso and company	Greenwich, CT/New York, NY		\$ 1,161	
			Due Diligence Riverstone Global Energy and Resource Capital Funds 14th Annual Limited Partners' meeting	New York, NY		\$ 942	
			Due Diligence on Causeway Capital and meet with Cliffwater, ILPA, PREA and GEM Realty Annual meeting	Los Angeles, CA/Chicago, IL		\$ 5,384	
			PREA 23rd Annual Investor Real Estate Conference	Chicago, IL		\$ 1,241	
			SteelRiver Infrastructure Fund North America Annual Meeting	New York, NY		\$ 242	
			Wheelock Street Capital Annual meeting	New York, NY		\$ 247	