The Municipal Pensions Oversight Board (MPOB) met on September 27, 2010 at 10:00 a.m. at 500 Virginia Street, East - Suite 200, Charleston, West Virginia. In the absence of the Board's chairman, Mr. Neddo, Mr. Kee chaired the meeting.

ATTENDEES

Trustees:
- Lisa Dooley, present
- Donald Lucci, present
- John Kee, present
- Erica Mani, present
- Stephen Neddo, absent
- David Palmer, present
- Craig Slaughter, present
- Darren Williams (by conference call), present
- Seth Wilson, absent

Minute Taker:
- Jo Ann Harrison

Guests:
- Sharon Steorts, Legal Counsel to Senate Pensions Committee
- Blair Taylor, Office of the State Treasurer

APPROVAL OF MINUTES

Ms. Dooley noted a correction to the spelling of Ms. Steorts' name on the first page of the minutes of September 8, 2010. Ms. Dooley moved that the minutes be approved as corrected. Mr. Slaughter seconded the motion which passed unanimously.

RESOLVED, that the minutes of September 8, 2010 be approved as corrected.
EXECUTIVE DIRECTOR POSITION

Before beginning discussion for the executive director's position, Mr. Slaughter moved that the Board go into executive session. Mr. Palmer seconded the motion which passed unanimously.

RESOLVED, that the Municipal Pensions Oversight Board go into executive session as provided for in West Virginia Code §6-9A-4(b)(2) to discuss personnel matters.

At the conclusion of the executive session, it was noted that no decisions were made or votes taken. Ms. Dooley then moved the following resolution, which was seconded by Ms. Mani and unanimously approved:

RESOLVED, that the Board approve an advertisement for the position of executive director be placed in the State's newspapers for the next two Sundays and bi-weekly or weekly in The State Journal with the deadline for submission of resumes on October 18, 2010.

Ms. Dooley then moved the following motion, seconded by Mr. Slaughter and which was unanimously approved:

RESOLVED, that the Board recommend to the chair that he form a committee to review the resumes for the executive director's position.

DISCUSSION OF TIMELINE FOR THE BOARD TO BE FULLY OPERATIONAL

The Board set the following tentative timelines:

• Have executive director's position filled by January 1, 2011.
• Have staff hired and the Board fully operational by July 1, 2011, or sooner.
• Establish a timeframe to submit a request to the Legislature for appropriations for the budget for operating costs for the fiscal year by the next legislative session.

Mr. Williams terminated his conference call at 11:08 a.m.

The Board then discussed budget issues, participant contribution percentages and issues regarding draw down of funds.
ORGANIZATIONAL MATTERS

Mr. Slaughter asked that the Board's decision to reimburse the West Virginia Investment Management Board (WVIMB) for the administrative services provided by its employee, Ms. Harrison, on behalf of the MPOB, be modified to provide that Ms. Harrison be reimbursed directly for the work that she does for the MPOB, which is performed on her personal time. After discussion, Mr. Slaughter moved the following resolution, seconded by Ms. Dooley, which passed unanimously:

RESOLVED, that the MPOB hire Ms. Harrison as an independent contractor outside of her employment with her current employer.

There was additional discussion on the manner in which Ms. Harrison could be employed by the MPOB. Mr. Lucci moved the following resolution, seconded by Ms. Dooley, and which passed unanimously:

RESOLVED, that the MPOB enter into a contract with Ms. Harrison for administrative services at an hourly rate of $35.

The Board also discussed reimbursement of mileage. Mr. Slaughter moved the following resolution, seconded by Ms. Dooley, and passed unanimously:

RESOLVED, that the MPOB use the prevailing Internal Revenue Service mileage rate to reimburse Board members and staff for mileage incurred while attending to the business of the MPOB.

NEW BUSINESS

The Board discussed the process to be used in hiring physicians for a pending disability claim for an employee of the City of Princeton, Mr. Keith Compton. Ms. Dooley moved the following resolution, seconded by Mr. Palmer, which passed unanimously:

RESOLVED, that the MPOB choose physicians from West Virginia University as the second doctor and the employee in question proceed with the scheduled appointment with the stipulation that the City of Princeton's participant's physician needs to follow the guidelines of the NFPA 1582, a fitness standard used for firefighters and police officers.

The Board set the time for its next meeting for October 26, 2010 at 10:00 a.m. Ms. Dooley excused herself from the meeting at 11:50 a.m.
ACTION ITEMS

• Mr. Taylor will send forms to board members to be used for reimbursement of travel expenses.

• Mr. Taylor will provide a copy of guidelines prepared by the Treasurer's office outlining fiduciary duties and responsibilities of the police and fire pension fund boards and treasurers which the MPOB may reference to develop training materials.

• Mr. Taylor will contact the Board of Risk and Insurance Management (BRIM) to determine if the MPOB, as a state entity, is required to secure fiduciary bond insurance.

• Ms. Mani will look into when MPOB funds will be moved from the State Treasurer's office to the Board of Treasury Investments and begin earning money.

• Board members were asked to review a job description for the executive director position provided to them and send their comments to Ms. Harrison to redline and provide for the next meeting.

ADJOURNMENT

Having concluded its business, Mr. Palmer moved to adjourn the meeting. Ms. Mani seconded the motion, which passed unanimously.

RESOLVED, that the meeting of the MPOB is adjourned at approximately 12:00 p.m.

Signed: Stephen Neddo, Chairman

Minutes approved: 10/26/10

Attachment: None
Your meeting for the following has been received and posted to the internet.

Agency: Municipal Pensions Oversight Board  
Date: September 27, 2010  
Time: 10:00 AM  
Location: 500 Virginia Street, East - Suite 200 Charleston, WV 25301

Your meeting notice has been accepted by the Secretary of State's office. This is the only copy of this meeting notice we need. Do not mail, email or fax another copy. Acceptance of this meeting notice does not indicate compliance with the Open Governmental Proceedings Act.
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<thead>
<tr>
<th>Add Meeting</th>
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The Secretary of State's Office statutory requirement (WC Code 6-9A-3) is to publish Open Meeting Notices five days prior to the meeting, not control, alter, or edit the content of the Meeting Notice. This notice is fully accessible by the Public. Please use caution and only enter the notice content you consider appropriate.

I have read and understand that any information I submit will be made public.

Continue
Add Meeting

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<td>Email</td>
<td><a href="mailto:joann.harrison@wvimb.org">joann.harrison@wvimb.org</a></td>
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<tr>
<td>Agency</td>
<td>Municipal Pensions Oversight Board</td>
</tr>
<tr>
<td>Committee/Sub-Committee</td>
<td>Board of Trustees</td>
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<tr>
<td>Date</td>
<td>September, 27 2010</td>
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<td>Location</td>
<td>500 Virginia Street, East - Suite 200</td>
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<td>Charleston, WV 25301</td>
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<td>Purpose</td>
<td>AGENDA: Approval of Minutes; Progress discussion on executive director position, job requirements, salary</td>
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Emergency Meeting: [ ]
I. Call to Order and Roll Call

II. Approval of Minutes of September 8, 2010

III. Progress discussion on Executive Director position, job requirements, salary range and possible timeframe for posting of opening.

IV. Discussion regarding establishing a timeline for the Board to be fully operational.

V. Organizational Matters

VI. New Business

VII. Adjournment
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<tr>
<td>Land Restoration, Div. of, WVDEP. UST Advisory Committee meeting</td>
<td>8/27/2010</td>
<td>UST Advisory Committee meeting</td>
<td>September 23, 2010 10:00 AM WVDEP Headquarters 601 57th St., Kanawha City Great Kanawha River Room # 2157</td>
</tr>
<tr>
<td>Lottery Commission Meeting</td>
<td>9/7/2010</td>
<td>Monthly business meeting</td>
<td>September 29, 2010 11:00 AM Lottery Headquarters 312 MacCorkle Avenue Charleston, WV</td>
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<tr>
<td>Lottery</td>
<td>9/7/2010</td>
<td>Monthly committee meetings</td>
<td>September 29, 2010 10:00 AM Lottery Headquarters 312 MacCorkle Avenue Charleston, WV</td>
</tr>
<tr>
<td>Finance/Audit &amp; Games/Rules/Security/Marketing Committees</td>
<td>9/7/2010</td>
<td>Monthly committee meeting</td>
<td>September 29, 2010 9:00 AM Lottery headquarters 312 MacCorkle Avenue Charleston, WV</td>
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<tr>
<td>Lottery Building Committee</td>
<td>9/7/2010</td>
<td>Monthly committee meeting</td>
<td>September 15, 2010 3:30 PM Telephonic</td>
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<tr>
<td>Marshall University Research Corporation Board of Directors</td>
<td>9/10/2010</td>
<td>Emergency Meeting - To act on a grant funding opportunity with a September 16, 2010 deadline.</td>
<td>September 22, 2010 4:00 PM 350 Capitol Street Rms B10 and B11</td>
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<tr>
<td>Medical Services, Bureau for/Office of Pharmacy Services Drug Utilization Review Board (DUR) Meeting</td>
<td>9/9/2010</td>
<td>To determine criteria for the Preferred Drug List.; Agenda - (DRAFT) I. Introductions; II. Approval of Minutes for May 5, 2010; III. Old Business; A. Edit 205-Text for non-preferred strengths of certain drugs; B. Revised PA Forms; C. PA Criteria, reconciliation for PA Forms; IV. New Business; A. Update from P&amp;T Committee meeting of August 25/2010; PA criteria for drugs that are line extensions: 1. Opana ER; 2. Seroquel XT; 3. Aricept 23 mg.; B. Presentation-Synagis (at manufacturer?s request); C. Presentation-Lotronex (at manufacturer?s request); D. Draft PA Criteria-Lotronex; V. Reports; A. Rational Drug Therapy Program; B. Health Information Designs; C. Unisys Second Quarter Report; V. Other Business-Open to the Floor; VII. Next Meeting* and Adjournment. *November 17, 2010</td>
<td>September 24, 2010 1:30 PM State Capitol Complex, Bldg. 6, Conference Room 6A</td>
</tr>
<tr>
<td>Municipal Home Rule Board, WV</td>
<td>8/27/2010</td>
<td>Regular Business Meeting</td>
<td>September 27, 2010 10:00 AM 500 Virginia Street, East - Suite 200 Charleston, WV 25301</td>
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<tr>
<td>Municipal Pensions Oversight Board</td>
<td>9/15/2010</td>
<td>AGENDA: Approval of Minutes; Progress discussion on executive director position, job requirements, salary range and possible timeframe for posting of opening; Discussion regarding establishing a timeline for the Board to be fully operational: Organizational matters.</td>
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*This meeting was filed late and does not comply with the Open Governmental Proceedings Act