

**NORTH DAKOTA TEACHERS' FUND FOR RETIREMENT  
GOVERNANCE & POLICY REVIEW COMMITTEE  
MINUTES OF THE NOVEMBER 7, 2024, MEETING (VIRTUAL)**

**BOARD MEMBERS PRESENT:** Cody Mickelson, Chair  
Mike Burton, TFFR Board  
Rob Lech, TFFR Board

**STAFF PRESENT:** Jan Murtha, Exec. Director  
Chad Roberts, DED/CRO  
Rachelle Smith, Retirement Prog. Admin. Assistant  
Denise Weeks, Retirement Prog. Mngr.  
Sarah Mudder, Communication & Outreach Director

**CALL TO ORDER:**

Mr. Cody Mickelson, Chair of the Teachers' Fund for Retirement (TFFR) Governance & Policy Review (GPR) Committee, called the meeting to order at 3:31 p.m. on Thursday, November 7, 2024. The meeting was held virtually.

**AGENDA:**

The Committee considered the agenda for the November 7, 2024, meeting.

**IT WAS MOVED BY MR. BURTON AND SECONDED BY DR. LECH AND CARRIED BY A VOICE VOTE TO ACCEPT THE AGENDA FOR THE NOVEMBER 7, 2024, MEETING.**

**AYES: MR. BURTON, DR. LECH, MR. MICKELSON  
NAYS: NONE  
MOTION CARRIED**

**MINUTES:**

The Committee considered the minutes for the September 10, 2024, meeting.

**IT WAS MOVED BY DR. LECH AND SECONDED BY MR. BURTON AND CARRIED BY A VOICE VOTE TO ACCEPT THE SEPTEMBER 10, 2024, MINUTES AS DISTRIBUTED.**

**AYES: MR. BURTON, DR. LECH, AND MR. MICKELSON  
NAYS: NONE  
MOTION CARRIED**

**REVIEW OF THE PROPOSED POLICY MANUAL FOR CHANGES AND DISCUSSION:**

Mr. Roberts noted that most of the manual changes this year will be operational with the new system. The proposed minor manual changes are the correction of two position titles and the general decision delivery method from "mailed" to "provided" due to almost all our communication being done electronically from the pension administration system. Committee discussion followed.

**IT WAS MOVED BY DR. LECH AND SECONDED BY MR. BURTON AND CARRIED BY A VOICE VOTE TO ACCEPT THE PROPOSED POLICY MANUAL CHANGES.**

**AYES: MR. BURTON, DR. LECH, AND MR. MICKELSON**  
**NAYS: NONE**  
**MOTION CARRIED**

**TFFR RMD BILL DRAFT AND DISCUSSION:**

Mr. Roberts provided the TFFR RMD bill draft, an agency sponsored bill. No action is required today as the committee has already provided the language and approved for it be submitted. It was noted that Mr. Roberts will submit it online. Committee discussion followed.

**ADJOURNMENT:**

With no further business to come before the Committee, Mr. Mickelson adjourned the meeting at 3:41 p.m.

Submitted by:

Rachelle Smith, Assistant to the Board