

ND TFFR Board Special Meeting
Monday, June 16, 2025, 10:00 a.m.
Virtual Only

[Click here to join the meeting](#)

AGENDA

- I. CALL TO ORDER AND ACCEPTANCE OF AGENDA (*Board Action*)**
 - A. Conflict of Interest Disclosure
- II. GOVERNANCE (20 minutes)**
 - A. GRS Contract Extension (*Board Action*) – Mr. Roberts
 - B. Member Account Fraud Incident (*Information*) – Mr. Roberts
- III. CONSENT AGENDA – Disability and QDRO Applications¹ (*Board Action*)**
- IV. OTHER BUSINESS**
 - A. Next Meeting:
 - 1. TFFR Board Retreat – July 10, 2025, 10:00 a.m.
- V. ADJOURNMENT**

¹ Possible Executive Session to discuss confidential member information under N.D.C.C. 15-39.1-30.

MEMORANDUM

TO: TFFR
FROM: Chad R. Roberts, DED/CRO
DATE: June 11, 2025
RE: Extension of actuarial services contract with GRS

The present contract for actuarial services with GRS expires on June 30, 2025. The TFFR Board of Trustees has the option to extend that contract for two years up to two times. RIO staff is recommending that the Board approve an extension of the contract with GRS for actuarial services for two years, beginning July 1, 2025. The cost proposal for the contract extension is provided for Board review.

Board Action Requested: Board acceptance

North Dakota TFFR

Contract Renewal #1

Actuarial Consulting Services

Cost Proposal



COST PROPOSAL

Cost Proposal

Cost Proposal Format. Cost proposals must be prepared as a separate document from the technical proposal, clearly labeled, "Cost Proposal."

Offeror must complete the Cost Proposal Template – Attachment A or prepare a Cost Proposal following the same format.

The cost proposal must be on a fixed-fee basis for: all work involved in the annual actuarial valuation reports, all work involved in the annual GASB 67 and 68 reports, all work involved in the annual plan management policy score update, and all work involved in the experience study. The cost proposal must also provide an hourly fee for services for pricing legislative proposals and general consulting work. The State estimates 300 hours of general and legislative consulting for the initial two-year contract period, although the number of hours under this contract could be greater or less than the estimate.

Offeror shall not include travel expenses in the fixed fee or hourly fee for services amounts. If travel is required, State may reimburse reasonable travel expenses, consistent with State travel policy. If contract-required presentations are conducted remotely, travel expenses shall not apply.

ATTACHMENT A
COST PROPOSAL TEMPLATE

2 YEAR CONTRACT COST

FIXED FEE*

2025 Actuarial Report	\$___51,000
2026 Actuarial Report	\$___53,000
2025 GASB 67/68 Report	\$___8,000
2026 GASB 67/68 Report	\$___8,500
2025 Plan Management Policy Score Update	\$___5,500
2026 Plan Management Policy Score Update	\$___5,750
Experience Study	\$___N/A

TOTAL FIXED FEES*:

\$___131,750

2 YEAR CONTRACT COST

FIXED HOURLY FEE FOR SERVICES

General & Legislative Consulting	\$_____350 per hour x 300 estimated hours \$___105,500
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TOTAL FIXED FEES* AND HOURLY FEES FOR 2 YEAR CONTRACT:

\$_236,750

**** CONTRACTOR shall not include Travel Expenses in the Fixed Fees amounts. If travel is required, STATE may reimburse CONTRACTOR reasonable travel expenses, consistent with STATE travel policy. If contract-required presentations are conducted remotely, Travel Expenses shall not apply.***

MEMORANDUM

TO: TFFR
FROM: Chad R. Roberts, DED/CRO
DATE: June 11, 2025
RE: Fraud incident involving member accounts of three members

On June 2, 2025, RIO was notified by two TFFR members, a married couple, that they had not received their monthly retirement benefit payments. Upon review, it was discovered that the direct deposit information for both members had been changed without their knowledge, and their payments—\$2,771.68 and \$2,593.96—were deposited into an unauthorized bank account. The members confirmed they had not made any changes to their banking details or accessed the new MyTFFR portal. RIO immediately initiated an investigation with the MyTFFR vendor into the incident.

The vendor determined that unauthorized logins to the two affected TFFR member accounts began on May 13, 2025, with login activity continuing throughout the month. During the initial access, the attackers changed the members' direct deposit information. Investigation confirmed that the login credentials had been compromised through external data breaches unrelated to the MyTFFR system, and the intrusion was not the result of a brute-force attack. The same IP addresses were also used to access a third member's account, which was not in payment status, and no funds were taken. All three accounts were locked, the suspicious IP addresses were blocked, and affected members confirmed they had reused credentials from other websites.

RIO initiated a fund recovery request through the Bank of North Dakota, resulting in the successful reclamation of one payment (\$2,771.68), while the second payment could not be recovered. The victims filed police reports with their local Sheriff's Office and shared them with RIO. North Dakota Risk Management was notified, and the victims received claim forms and documentation of the unauthorized bank changes. They also confirmed updates to their login credentials on other sites. RIO informed NDIT Security Information and began coordinating with NDIT, the vendor, and the Assistant Attorney General to explore system improvements to prevent future fraud.

Board Action Requested: Information only

Confidential information will be sent directly to board members.