
Minutes

A regular meeting of the Defined Contribution Plans Advisory Committee (DCPAC) of the VRS Board of Trustees convened on December 4, 2025, with the following members present:

Susan T. Gooden, Chair
Hon. Matthew James, Vice Chair
Monique Barnes* (*in accordance with § 2.2-3708.3(B)(1) of the Code of Virginia*)
Ravindra Deo
Rebecca Fentress
C. Matt Harris
Kate Jonas* (*in accordance with § 2.2-3708.3(B)(3) of the Code of Virginia; called from Westport, CT*)
Brenda Madden
September Sanderlin

Members of the Board of Trustees:

John M. Bennett*
Jessica L. Hood

VRS Staff:

Ingrid Allen*, Trish Bishop, Ty Bowers, Stephen Cerreto*, Dorothy Chiddo*, Michael Cooper, David Cotter, Valerie DiSanto*, Curtis Doughtie, Pam Elam, Antonio Fisher, Josh Fox*, Kelly Hiers, KCHowell, Sandy Jack, LaShaunda King*, Brian Lackey*, Ryan LaRoche, Joyce Monroe*, Robert Pryor*, Laura Pugliese, Kristy Scott*, Michael Scott, Jennifer Schreck, Virginia Sowers, Ashley Spradley*, Emily Trent*, Bridgette Watkins-Smith, Rachel Webb*, and Tanya Williams*.

Guests:

Jacob Hodges, Encore; Al Calvo, Voya; Kimberly Sarte, JLARC; Lisa Giaffo*.

**Attended remotely*

The meeting convened at 1:00 p.m.

Opening Remarks

Dr. Gooden welcomed Committee members, Board members, agency officials, representatives from stakeholder groups and other members of the public joining in person and through electronic means, to the DCPAC.

Approval of Minutes

Upon a motion by Delegate James and a second by Mr. Deo, the minutes of the September 11, 2025, meeting were approved by the Committee.

Administrative Reports and Communications Update

Administration Reports & Communications

Kelly Hiers, Defined Contribution Plans Administrator, provided an overview of the Defined Contribution Plans, as well as an update on administrative reports for the third quarter of 2025, which included reviewing assets and accounts across the various plans. Ms. Hiers advised the Committee that plan assets increased, as did the total number of plan accounts.

Ms. Hiers provided an update on Section 603 of the federal law SECURE 2.0, which requires age-based catch-up contributions to be made as Roth contributions for participants with wages over \$150,000 in the previous year. Ms. Hiers also provided an overview of advice and managed accounts, including the number of participants using each service.

DC Plans and Hybrid Plan Update

Ms. Hiers provided an update on auto-escalation with the next escalation cycle occurring in January 2026. Communications have gone out to prepare employers and participants for auto-escalation. It was noted that over 145,000 active Hybrid Plan members are eligible for the January 2026 escalation. Participants who do not wish to increase their voluntary contributions may opt out during the month of December.

ORPHE Update

Ms. Hiers provided an overview of ORPHE reports for the third quarter of 2025, including plan assets and accounts.

ORPHE Employer Update Report

Ms. Sanderlin provided an overview of the ORPHE Annual Employer Update hosted by VRS on September 17, 2025. She noted that 19 participating institutions were present.

Dr. Gooden thanked Ms. Hiers and Ms. Sanderlin for their presentations.

Annual Administrative Expense Reports

Pam Elam, Business Performance Analyst, provided an overview of the administrative expense report and annual cost update for FY 2025, as required by the DCPAC Charter. The report provided total participant counts, as well as direct and indirect costs associated with administering VRS' Defined Contributions Plans. Total administrative costs related to participants and expenditures for FY 2025 were provided, along with a table containing cost data for the five-year period from FY 2021 to FY 2025.

Dr. Gooden thanked Ms. Elam for her presentation.

DC Plans Investments Update

Performance Reports

Laura Pugliese, Portfolio Manager of Defined Contribution Plans, provided an overview of the September 30, 2025, performance reports to the DCPAC, including the unbundled DC plans investment options and the bundled TIAA ORPHE investment menu.

CEM Defined Contribution Plans Survey

Ms. Pugliese provided an overview of highlights from the CEM 2024 DC Trends survey, which was included in the Appendix of the meeting materials. The survey was comprised of 97 corporate plans and 23 public plans representing \$2.5 trillion in assets. Ms. Pugliese noted the survey results included the VRS 457 deferred compensation plan and the TIAA ORPHE Retirement Choice (RC) contract. Ms. Pugliese informed the Committee that asset mixes selected by plan participants among a plan's investment menu opportunity set influence a plan's total return measures. Additionally, differences in plan size and participant account balances are attributed to many factors, including if a plan is a primary or supplemental plan, contributions, matching rates, and participant demographics.

Dr. Gooden thanked Ms. Pugliese for her presentation.

Other Business

Code of Ethics

Michael Cooper, Chief Operating Officer, informed the Committee that an email notification would be forthcoming that will include instructions for completing the review and affirmation of the Board of Trustees' Code of Ethics and Conduct, an annual requirement of VRS advisory committee members. Mr. Cooper shared that Committee members will be able to electronically sign and submit the affirmation statement. Committee members will also receive the annual Conflict of Interest Act (COIA) filing requirement from the Virginia Conflict of Interest and Ethics Advisory Council in the next few weeks.

Dr. Gooden thanked Mr. Cooper for his presentation.

Discussion of New Ideas

No new ideas were presented.

Upcoming DCPAC Meetings

Dr. Gooden confirmed the DCPAC meeting dates for 2026:

- March 12, 2026, at 1 p.m.
- May 14, 2026, at 1 p.m.
- September 10, 2026, at 1 p.m.
- December 3, 2026, at 1 p.m.

Adjournment

There being no further business, Dr. Gooden adjourned the meeting at 2:16 p.m. upon a motion by Delegate James, with a second by Ms. Madden, and a vote of the Committee.

W. Gooden 3/12/26
Chair Date