

Board of Retirement Meeting Minutes

January 17, 2018 – 8:30 a.m.

Call to Order

Dan Gjerde, Chair, called the meeting to order at 8:32 a.m.

Pledge of Allegiance

Present: Patrick Sullivan, Jerilyn Harris, Kathy Smith, Lee Parker, Tim Knudsen, Richard Shoemaker and Chair Gjerde.

Also present: James Wilbanks, Retirement Administrator, Stan Conwell, Financial Investment Officer, and Judy Zeller, Administrative Assistant. Jeff Berk, Legal Counsel, participated by teleconference.

Absent: Shari Schapmire, Kathryn Cavness, and Craig Walker by prior arrangements.

Public Comment: None

1) Consent Agenda

- Minutes of the December 13, 2017 Board Meeting
- December 2017 Retirement Report
- Trustee Education and Training Annual Report
- Monthly Preliminary Financial Report

Presenter/s: Chair Gjerde referenced the consent agenda which was approved by unanimous consent.

2) Discussion and Possible Action Regarding Any Consent Agenda Item Needing Separate Action

None

3) Discussion and Possible Action Regarding Investment Matters

- Monthly Investment Report

Presenter/s: Dr. Wilbanks referenced the preliminary monthly investment report for December 2017.

4) Discussion and Possible Action Regarding 2018 Board Work Plan

- Board Work Plan Accomplishments 2016-2017
- 2018 Board Work Plan
- 2018 Board Work Plan Prioritization

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Presenter/s: Dr. Wilbanks referenced 2016-2017 Board Work Plan accomplishments and the proposed 2018 Board Work Plan. The Board and staff discussed the proposed 2018 Board Work Plan.

Board Direction: Staff will remove the PEPRA Analysis from the 2018 Board Work Plan, update the Plan at a Glance document per board discussion, prepare actuarial stress testing scenarios, and education on alternative investments will be brought back to the board for discussion.

Board Action: Motion was made by Ms. Smith to approve the 2018 Board Work Plan as amended. Mr. Parker seconded the motion which was approved unanimously.

5) Retirement Administrator Report

- Consolidated Case Update
- June 30, 2017 Annual Valuation Presentation to Board of Supervisors
- Actuarial Audit
- SACRS Board of Directors 2018-2019 Elections

Presenter/s: Dr. Wilbanks provided his administrative report which included a Consolidated Case update including the California Court of Appeal's decision dated January 8, 2018 and information regarding the 2018-2019 State Association of County Retirement Systems (SACRS) Board of Directors Elections. Ethics Training was also discussed.

6) General Board Member Discussion

Mr. Parker recommended attending the California Institutional Investor Forum.

Dr. Wilbanks mentioned the upcoming California Association of Public Retirement Systems (CALAPRS) General Assembly and the SACRS Spring Conference.

Ms. Harris stated that the California State Teachers Retirement System (CALSTRS) Disability Retirement Benefit is paid at 50% of final average salary (FAS) and is fully taxable.

7) Closed Session

- Bryan Lowery, Health and Human Services Agency Assistant Director, Application for Service Connected Disability Retirement
- Rafael Gonzalez, Equipment Operator, Application for Service Connected Disability Retirement

Report Out from Closed Session

Board Direction: Direction was provided to both staff and legal counsel.

Board Action: Motion was made by Ms. Harris to approve the service connected disability application of Bryan Lowery, with annual board review. Mr. Sullivan seconded the motion which was approved by the following vote:

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Ayes: Patrick Sullivan, Lee Parker, Kathryn Smith, Tim Knudsen, and Jerilyn Harris. Noes: Dan Gjerde. Abstain: 0. Absent: Shari Schapmire, Kathryn Cavness, and Craig Walker.

Board Action: Motion was made by Mr. Knudsen to approve the service connected disability application of Rafael Gonzalez. Ms. Harris seconded the motion which was approved unanimously.

Adjournment and Notice of Next Board of Retirement Meeting

Meeting adjourned at 11:06 a.m.

The next regularly scheduled Board of Retirement meeting will be held Wednesday February 21, 2018 at 8:30 a.m. in the Mendocino County Employees Association Conference Room.