MENDOCINO COUNTY EMPLOYEES RETIREMENT ASSOCIATION

Board of Retirement Meeting Minutes

July 17, 2019 – 8:30 a.m.

Pending Board Approval

Call to Order

Kathryn Cavness, Board Chair, called the meeting to order at 8:30 a.m.

Present: Shari Schapmire, Lee Parker, Kathryn Smith, Quincy Cromer, Tim Knudsen, Jerilyn Harris, Dan Gjerde, Richard Shoemaker, and Kathryn Cavness.

Absent: Julie Forrester by prior arrangement.

Also present: James Wilbanks, Executive Director, Jeff Berk, Legal Counsel, F. Robert Reveles, Financial/Investment Officer, and Judy Zeller, Administrative Assistant.

Pledge of Allegiance

Public Comment: None.

1) Consent Agenda

a) Minutes of the June 19, 2019 Board Meeting
b) June 2019 Retirement Report
c) Preliminary Monthly Financial Report
d) Quarterly Trustee Education and Training Report

Presenter/s: Chair Cavness referenced the Consent Agenda. Mr. Berk amended the June 2019 minutes report out of closed session and the consent agenda 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

a) Monthly Investment Performance Report

Presenter/s: Dr. Wilbanks referenced the monthly investment report for MCERA.

4) Discussion and Possible Action Regarding MCERA Strategic Plan and Mission Statement

Presenter/s: Dr. Wilbanks referenced the Strategic Plan and Mission Statement.

5) Discussion Regarding Board Work Plan

a) 2019 Board Work Plan
b) 2016-2019 Board Work Plan Accomplishments

Presenter/s: Dr. Wilbanks referenced the Board Work Plan and accomplishments.

6) Discussion Regarding Communication Metrics

Presenter/s: Dr. Wilbanks referenced MCERA's communication metrics.

7) Discussion and Possible Action Regarding Public Safety Power Shutoff Plan

Presenter/s: Dr. Wilbanks referenced information regarding the Public Safety Power Shutoff Plan.

Board Direction: Staff will obtain additional information regarding alternative operating power options and minimum generator requirements, including total cost, for further Board discussion. MCERA will not plan to issue retirement benefits paid by check during a PSPS. However, the Executive Director is granted discretion to activate PG Secure for the purposes of printing checks. Staff will mail letters to retirees receiving benefit payments by check communicating potential payment delays due to PSPS. A policy requiring direct deposit of retirement benefits will be placed on a future board agenda for discussion and possible adoption.

8) Discussion Regarding Administrative Report

a) Trustee Biographies
b) Legislative Update

Presenter/s: Dr. Wilbanks referenced the administrative report.

9) General Board Member Discussion

10) Closed Session

a) Derek Paoli, Deputy Sheriff Coroner II, Service Connected Disability Application

Board Direction: Direction was given to staff and legal counsel.

Board Action: Motion was made by Mr. to approve Derek Paoli's application for service connected disability retirement. Ms. seconded the motion and the motion was approved unanimously.

Adjournment and Notice of Next Board of Retirement Meeting

Meeting adjourned at 9:40 a.m. The next regularly scheduled Board of Retirement meeting will be held Wednesday August 21, 2019 at 8:30 a.m. in the Mendocino County Employees Retirement Association Conference Room.

Pending Board Approval