Board of Retirement Meeting Minutes

July 15, 2020 – 8:30 a.m.

Call to Order

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

Teleconference Participants: Shari Schapmire, Julie Forrester, Leland Parker, Quincy Cromer, Kathryn Cavness, Kathryn Smith, Tim Knudsen, Dan Gjerde, Jerilyn Harris, Richard Shoemaker, Doris Rentschler, Executive Director, Jeff Berk, Legal Counsel, F. Robert Reveles, Financial/Investment Officer, Judy Zeller, Administrative Assistant, Paul Angelo and Andy Yeung of the Segal Company.

Pledge of Allegiance

Public Comment: None

1) Consent Agenda
   a) Minutes of the June 17, 2020 Board Meeting
   b) June 2020 Retirement Report
   c) Preliminary Monthly Financial Report
   d) Quarterly Trustee Education and Training Report

Presenter/s: Chair Cavness 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 Actuarial Risk Report


Mr. Shoemaker left the meeting at 10:12 a.m.

4) Discussion and Possible Action Regarding Investment Matters
   a) Preliminary Monthly Investment Report

Presenter/s: Mr. Reveles referenced the preliminary monthly investment report.
5) Discussion Regarding Quarterly Budget Update

Presenter/s: Mr. Reveles referenced the quarterly budget update.

6) Discussion and Possible Action Regarding Resolution 2020 – 06 Defining Compensation Earnable Pursuant to Government Code Section 31461 For Members Who Are Not Subject to Government Code Section 7522.34 (Non-PEPRA Members)

Presenter/s: Ms. Rentschler referenced Resolution 2020-06 and recommended adoption as presented.

Board Action: Motion was made by Ms. Smith to approve the Resolution 2020-06 as presented. Ms. Forrester Seconded the motion which was approved by the following vote: Ayes: Shari Schapmire, Julie Forrester, Kathryn Cavness, Kathryn Smith, Lee Parker, Dan Gjerde Quincy Cromer, Jerilyn Harris, and Tim Knudsen. Noes: 0. Abstain: 0. Absent: 0.

7) Discussion and Possible Action Regarding Resolution 2020 – 07 Defining Pensionable Compensation Pursuant to Government Code Section 7522.34 For Member Who Are Not Subject to Government Code Section 31461 (PEPRA Members)

Presenter/s: Ms. Rentschler referenced Resolution 2020-07 and recommended adoption as presented.

Board Action: Motion was made by Ms. Harris to approve the Resolution 2020-07 as presented. Ms. Smith Seconded the motion which was approved by the following vote: Ayes: Shari Schapmire, Julie Forrester, Kathryn Cavness, Kathryn Smith, Lee Parker, Dan Gjerde Quincy Cromer, Jerilyn Harris, and Tim Knudsen. Noes: 0. Abstain: 0. Absent: 0.

8) Discussion and Possible Action Regarding Strategic Plan and Mission Statement

Presenter/s: Ms. Rentschler referenced the Strategic Plan

Board Direction: The Executive Director will proceed with the current Strategic Plan as discussed.

9) Discussion Regarding Board Work Plan

Presenter/s: Ms. Rentschler referenced the Board Work Plan. The Work Plan title will be changed to 2020 Board Work Plan.

Board Direction: The Executive Director will move forward with preparations for a Risk Assessment.

10) Discussion and Possible Action Regarding Retirement Administrator Performance Evaluation Policy and Evaluation Form
Presenter/s: Chair Cavness referenced the Retirement Administrator Performance Evaluation Policy and Evaluation Form and made recommendation to adopt as presented. Retirement Administrator has been replaced by Executive Director throughout the policy and form.

Board Action: Motion was made by Ms. Harris to approve the Executive Director Performance Evaluation Policy and Evaluation Form as presented. Mr. Knudsen seconded the motion which was approved by the following vote: Ayes: Shari Schapmire, Julie Forrester, Kathryn Cavness, Kathryn Smith, Lee Parker, Dan Gjerde Quincy Cromer, Jerilyn Harris, and Tim Knudsen. Noes: 0. Abstain: 0. Absent: 0.

11) Discussion Regarding Administrative Report
   a) COVID-19
   b) Administrative and Operations Update

Presenter/s: Ms. Rentschler referenced the administrative report.

Board Direction: Review of the Bylaws will be postponed until next year.

12) General Board Member Discussion

13) Closed Session

   a) Boyd Nowlin, Juvenile Corrections Officer, Service Connected Disability
   b) Michelle Mayfield, Legal Clerk III, Non-Service Connected Disability

Report Out From Closed Session

Ms. Schapmire recused herself from Closed Session Item 13b) and left the meeting at 10:56 a.m.

Board Action Item 13a): Motion was made by Ms. Harris to approve Boyd Nowlin’s application for Service Connected Disability. Ms. Smith seconded the motion which was approved by the following vote: Ayes: Shari Schapmire, Julie Forrester, Kathryn Cavness, Kathryn Smith, Lee Parker, Dan Gjerde Quincy Cromer, Jerilyn Harris, and Tim Knudsen. Noes: 0. Abstain: 0. Absent: 0.

Board Action Item 13b): Motion was made by Mr. Knudsen to deny Michelle Mayfield’s application for Non-Service Connected Disability. Ms. Forrester seconded the motion which was approved by the following vote: Ayes: Julie Forrester, Kathryn Cavness, Kathryn Smith, Lee Parker, Dan Gjerde Quincy Cromer, Jerilyn Harris, and Tim Knudsen. Noes: 0. Abstain: Shari Schapmire. Absent: 0.

Adjournment and Notice of Next Board of Retirement Meeting

Meeting adjourned at 11:07 a.m. The next regularly scheduled Board of Retirement meeting will be held Wednesday August 19, 2020 at 8:30 a.m.