

◆MENDOCINO COUNTY EMPLOYEES' RETIREMENT ASSOCIATION◆
BOARD OF RETIREMENT SPECIAL MEETING MINUTES
◆MAY 28, 2014 AT 8:30 A.M.◆

CALL TO ORDER

Shari Schapmire, Board Chair, called the meeting to order at 9:02 a.m.

ROLL CALL

Roll call was conducted with the following members present: Randy Goodman, John Sakowicz, Supervisor John McCowen, Ted Stephens, Lloyd Weer, Tim Knudsen, Richard Shoemaker, Craig Walker, Bob Mirata, and Shari Schapmire. Also present: Tom Watson, Interim Retirement Administrator, Judy Zeller, Administrative Assistant and Jim Andersen.

PUBLIC COMMENT: None

1) APPROVAL OF CONSENT AGENDA

Presenter/s: Chair Schapmire referenced the Consent Agenda previously distributed to the Board which included Authorized Signature Resolution No. 2014-2.

Board Action: Motion was made by Supervisor McCowen to approve the Consent Agenda. Mr. Goodman seconded the motion and it was approved by the following vote: Ayes: Mr. Sakowicz, Mr. Weer, Mr. Knudsen, Sup. McCowen, Mr. Stephens, Mr. Goodman, Mr. Walker, Mr. Mirata and Chair Schapmire. Noes: 0. Abstain: 0. Absent: 0.

2) DISCUSSION AND POSSIBLE ACTION REGARDING AN AGREEMENT WITH JIM ANDERSEN FOR INTERIM RETIREMENT ADMINISTRATOR SERVICES (Estimated Time 30 min.)

Presenter/s: Chair Schapmire referenced an Agreement with Jim Andersen to provide Interim Retirement Administrator services previously distributed to the Board. She thanked Mr. Watson for his service as Interim Retirement Administrator. Mr. Watson has submitted his resignation effective June 4th. She explained that in order to save time and not be without an Administrator Mr. Andersen was hired as of May 25th so that he could attend new employee orientation on May 27th and begin employment today. Now the Board must formally adopt Mr. Andersen's agreement.

The Board discussed the agreement and agreed that they were fortunate to have Mr. Andersen as Interim Retirement Administrator.

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Board Action: Motion was made by Supervisor McCowen to approve the agreement with Mr. Andersen for Interim Administrator Services. Mr. Goodman seconded the motion and it was approved by the following vote: Ayes: Mr. Sakowicz, Mr. Weer, Mr. Knudsen, Sup. McCowen, Mr. Stephens, Mr. Goodman, Mr. Walker, Mr. Mirata and Chair Schapmire. Noes: 0. Abstain: 0. Absent: 0.

3) UPDATE AND DISCUSSION REGARDING FINANCIAL INVESTMENT OFFICER POSITION (Estimated Time 30 min.)

Presenter/s: Chair Schapmire provided an update to the Board on the Financial Investment Officer position stating that a panel has reviewed the applicants and a list of four will be sent to the Retirement office within the next two weeks in order to start conducting interviews. Chair Schapmire had hoped that Mr. Watson would assist her and Mr. Weer in conducting panel interviews, but he is leaving. Mr. Knudsen and Mr. Andersen cannot sit on this panel because they were on the first screening panel. The Board discussed who may be on this interview panel and Mr. Goodman agreed to participate. Mr. Watson agreed to assist if needed.

The Board asked general questions about the first panel review and whether applicants were local. Mr. Knudsen explained the panel process and added that it was difficult to get to 4 top applicants. The Board agreed that the Chair and Interim Retirement Administrator could work out details of the next panel interviews. Chair Schapmire added that the Board should not put off hiring until we have a permanent Retirement Administrator and her goal is to hire for this position within a month.

4) CLOSED SESSION (Estimated Time 1 hour)

- **Consideration of Appointment/Employment of Retirement Administrator Pursuant to Government Code Section 54957(b)(1)**

REPORT OUT FROM CLOSED SESSION

Direction was given to staff. There was no action taken regarding the consideration of appointment/employment of Retirement Administrator.

ADJOURNMENT (10:22 a.m.)