

◆MENDOCINO COUNTY EMPLOYEES' RETIREMENT ASSOCIATION◆
BOARD OF RETIREMENT MEETING MINUTES
◆APRIL 15, 2015 AT 8:30 A.M.◆

CALL TO ORDER

Shari Schapmire, Board Chair, called the meeting to order at 8:30 a.m.

ROLL CALL

Roll call was conducted with the following members present: Randy Goodman, Kathryn Cavness, John Sakowicz, Supervisor Dan Gjerde, Ted Stephens, Craig Walker, Tim Knudsen, Jerilyn Harris, and Shari Schapmire. Also present: James Wilbanks, Retirement Administrator, Jeff Berk, Legal Counsel, and Judy Zeller, Administrative Assistant.
Absent: Richard Shoemaker.

PUBLIC COMMENT: None

1) MINUTES OF THE BOARD MEETING HELD MARCH 18, 2015

Presenter/s: Chair Schapmire referenced the March 18, 2015 meeting minutes.

Motion was made by Ms. Harris to approve the minutes of the board meeting held March 18, 2015. Mr. Goodman seconded the motion. Mr. Gjerde requested adding one sentence to the minutes summarizing the reason why he, Mr. Stephens, and Mr. Sakowicz, voted against using the Bay Area Consumer Price Index (CPI) for the annual Cost Of Living Adjustment (COLA). Each felt that the Bay Area CPI did not represent the costs in our rural county. Mr. Gjerde asked that this sentence become the last sentence in the paragraph before the COLA item vote.

Board Direction: Staff will amend the minutes per Mr. Gjerde's request.

Board Action: Ms. Harris amended her motion to approve the minutes of the board meeting held March 18, 2015 including the additional sentence. Mr. Goodman amended his second motion as well and the minutes were approved by the following vote: Ayes: Mr. Goodman, Ms. Cavness, Mr. Sakowicz, Mr. Gjerde, Mr. Stephens, Mr. Walker, Mr. Knudsen, Ms. Harris, and Ms. Schapmire. Noes: 0. Abstain: 0. Absent: 0.

2) CONSENT AGENDA

Presenter/s: Chair Schapmire referenced the consent agenda which included A) February 2015 Retirement Report and B) Quarterly Trustee Education and Training Report.

Board Action: Motion was made by Mr. Goodman to approve the Consent Agenda. Ms. Cavness seconded the motion and it was approved by the following vote: Ayes: Mr.

◆MENDOCINO COUNTY EMPLOYEES' RETIREMENT ASSOCIATION◆
BOARD OF RETIREMENT MEETING MINUTES
◆APRIL 15, 2015 AT 8:30 A.M.◆

Goodman, Ms. Cavness, Mr. Sakowicz, Mr. Gjerde, Mr. Stephens, Mr. Walker, Mr. Knudsen, Ms. Harris, and Ms. Schapmire. Noes: 0. Abstain: 0. Absent: 0.

3) DISCUSSION AND POSSIBLE ACTION REGARDING ANY CONSENT AGENDA ITEM NEEDING SEPARATE ACTION

None

4) MONTHLY INVESTMENT REPORT

- **Investment Manager Status Update, PIMCO and Janus Overseas Fund**

Presenter/s: Mr. Wilbanks referenced the monthly investment report and asked if there were questions. Mr. Knudsen asked if we could go back to the old format which included more information. Mr. Wilbanks stated that it was his understanding that this item had been referred to the Audit and Budget Committee for review and any recommendations or changes would be brought back to the Board at its next meeting.

5) MONTHLY FINANCIAL REPORT

Presenter/s: Chair Schapmire referenced the monthly financial report. Mr. Stephens questioned the billing from Toshiba Financial Services. Mr. Wilbanks explained that this was contract billing for the office copier.

Richard Shoemaker entered the meeting at 8:38 a.m.

6) RETIREMENT ADMINISTRATOR'S REPORT

- **Pension Administration System Monthly Status Report**
- **Administrative and Operations Updates**

Presenter/s: Mr. Wilbanks informed the board the staff member Christie O'Ferrall had resigned and stated that he is strategically looking at what our needs are for that position. This staff departure has had a slight impact on our pension system user acceptance testing and we are slightly behind schedule. Our completion deadline has been extended.

7) GENERAL BOARD DISCUSSION

Mr. Stephens mentioned that he had received several inquiries' regarding the filming of the October 2014 board meeting. The meeting has not been available online and many are wondering why. Staff will review and will follow up on this issue. He also asked for policy regarding receiving confidential memos and how they can be released for review. Mr. Berk will contact other systems regarding this type of policy and will report back to the board.

◆MENDOCINO COUNTY EMPLOYEES' RETIREMENT ASSOCIATION◆
BOARD OF RETIREMENT MEETING MINUTES
◆APRIL 15, 2015 AT 8:30 A.M.◆

Ms. Harris expressed her concern regarding not having closed session minutes and stated that we must look into that issue and see what other systems do. She suggested taking confidential minutes which would then be distributed to the board at the next meeting. The minutes would not be discussed and would be turned in at end of the meeting. She also expressed concern over fiduciary responsibility of staff and the board and stated that she was concerned that confidential items were being discussed outside of closed session.

Mr. Berk stated that there is no legal opinion requiring closes session minutes. The confidential minutes could be subject to disclosure. Confidential materials with attorney client privilege would not become public without a court order. Mr. Berk offered to research what other systems do and to provide pros and cons to the board.

8) PRESENTATION OF RETIREMENT BENEFIT CACULATION

Presenter/s: Mr. Wilbanks provided a presentation regarding retirement benefits.

9) REPORT OUT FROM CLOSED SESSION

Board Direction: Direction was given to staff and legal counsel regarding the possible litigation items (4 cases).

Chair Schapmire reminded the board that our next meeting will be held May 6, 2015 due to the State Association of County Retirement Systems (SACRS) Conference.

ADJOURNMENT (10:55 a.m.)