

MINUTES
REGULAR BOARD MEETING
MARIN COUNTY EMPLOYEES' RETIREMENT ASSOCIATION (MCERA)
One McInnis Parkway, 1st Floor
Retirement Board Chambers
San Rafael, CA
April 10, 2019 – 9:00 a.m.

The Board of Retirement for the Marin County Employees' Retirement Association encourages a respectful presentation of public views to the Board. The Board, staff and public are expected to be polite and courteous, and refrain from questioning the character or motives of others. Please help create an atmosphere of respect during Board meetings. If members of the public wish to speak on any agenda items, please alert the Retirement Administrator to that request prior to the matter being called.

EVENT CALENDAR 9 a.m. Regular Board Meeting

CALL TO ORDER

Chair Gladstern called the meeting to order at 9:04 a.m.

ROLL CALL

PRESENT: Given, Gladstern, Jones (alternate retired), Murphy, Shaw (ex officio alternate), Silberstein, Thomas, Werby

ABSENT: Block, Cooper, Klein

MINUTES

It was M/S Thomas/Murphy to approve the March 13, 2019 Board Meeting Minutes as submitted.

AYES: Given, Gladstern, Murphy, Silberstein, Thomas, Werby

NOES: None

ABSTAIN: None

ABSENT: Block, Cooper, Klein

It was M/S Given/Thomas to approve the October 30-31, 2018 Strategic Workshop Minutes as submitted.

AYES: Given, Gladstern, Murphy, Silberstein, Thomas, Werby

NOES: None

ABSTAIN: None

ABSENT: Block, Cooper, Klein

It was M/S Given/Murphy to approve the March 20, 2019 Investment Committee Meeting Minutes as submitted.

AYES: Given, Gladstern, Murphy, Silberstein, Thomas, Werby
NOES: None
ABSTAIN: None
ABSENT: Block, Cooper, Klein

A. OPEN TIME FOR PUBLIC EXPRESSION

Note: The public may also address the Board regarding any agenda item when the Board considers the item.

Open time for public expression, from three to five minutes per speaker, on items not on the Board Agenda. While members of the public are welcome to address the Board during this time on matters within the Board's jurisdiction, except as otherwise permitted by the Ralph M. Brown Act (Government Code Sections 54950 et seq.), no deliberation or action may be taken by the Board concerning a non-agenda item. Members of the Board may (1) briefly respond to statements made or questions posed by persons addressing the Board, (2) ask a question for clarification, or (3) provide a reference to staff for factual information.

No members of the public provided comment.

B. BOARD OF RETIREMENT MATTERS

1. Administrator's Report

a. Administrator's Update

Retirement Administrator Jeff Wickman reported the benefits team has been busy processing 49 retirement applications in March, an increase over prior years. Including the two proposed disability retirements on today's agenda, there would be a total of 51 retirements added to retiree payroll at the end of April. Assistant Retirement Administrator Michelle Hardesty's staff is working hard to make sure all new retirees are paid at the end of April, and the team has received good cooperation from the County to make this happen. This year the COLA generated a lot of interest in retiring. Mr. Wickman noted staff has witnessed a trend for retirees to wait slightly longer before submitting their application, which presents a challenge for staff. Chair Gladstern noted Marin County offers incentives for members who provide early notice of their intent to retire.

In March staff sent out the second of two letters to a group of 94 retirees who were not enrolled in Medicare but are required to enroll in order to maintain their current County provided medical coverage. Both letters were sent to retirees through Certified Mail. Mr. Wickman thanked Benefits Supervisor Todd Miller for his work as the primary MCERA contact person working with these retirees, noting that Mr. Miller and his team have been in contact with all but three individuals who received the letters.

Counsel Dunning joined the meeting at 9:17 a.m.

MCERA has communicated the new July 1, 2019 contribution rates to all the employers. Mr. Wickman has been invited to speak with City of San Rafael employees on April 18 to explain how contribution rates are determined.

MCERA responded to a California Public Records Act request from Aiden for the history of MCERA's private investments.

b. Staffing update

Accounting Assistant Kiana Hawkins was the successful candidate hired to fill the Senior Accounting Assistant position. Accounting Unit Manager La Valda Marshall will recruit for Ms. Hawkins' former Accounting Assistant position.

Mr. Wickman reported that a letter has been submitted to the Marin County Board of Supervisors asking that they delete MCERA's current Department Technology and Support Specialist position and add in its place a Business Systems Analyst position. The Business Systems Analyst position will be opened for recruitment to take over the duties of the previous position and have new responsibilities. Mr. Wickman explained that he and Ms. Hardesty met with Marin County Human Resources to review the duties and responsibilities MCERA needed for the position. In addition to the Business Systems Analyst position classification being a better fit for the required duties, it was also a classification being more broadly used in the County as opposed to the prior position which was unique to MCERA and two other County Departments. In response to inquiries by Chair Gladstern and Trustee Silberstein, Mr. Wickman provided examples of new duties that will fall under this position, which include but are not limited to MCERA's Information Technology Risk Assessment along with other IT risk metrics, technical support for the benefit management system (CPAS), analytics and creation of reports including public records reports, and identifying and resolving data issues related to actuarial reports, annual benefit statements and audit reports.

c. Facility Use Report

Nothing to report on facility use during the period.

d. Future Meetings

- April 16-17, 2019 Strategic Workshop
- April 24, 2019 Governance Committee
- May 1, 2019 Board

2. Ad Hoc Committee Reports

a. Ad Hoc One McInnis Committee

Mr. Wickman reported MCERA is expected to receive a Letter of Intent this week from a potential tenant to lease part of the second floor at One McInnis Parkway. The lobby should be finalized by the end of the month. In addition, staff has been working with an architect on the demising plan for the second floor into two, or potentially four, tenants.

3. Trustee Comments

a. Educational Training: Reports by Trustees and Staff

Trustee Silberstein is attending the Pension Bridge conference and reported on the discussions of representatives of pension funds that used to be over 100% funded and are now down to 55% funded. The decline in funded status was attributed to employers that did not make required annual contributions, COLA increases, and investment performance. The idea of sharing responsibility for underfunding that otherwise falls on the employer was proposed at the conference. In discussions on the economy, with interest rates expected to stay low, some view fixed income as an attractive investment.

b. Other Comments

No discussion.

C. DISABILITY CONSENT AGENDA (TIME CERTAIN: 9:30 a.m.) (Action)

1. Keri Hamby Service-connected Novato Fire Protection District

Adopt Administrative Recommendation to grant service-connected disability retirement.

2. Samuel White Service-connected Marin County Sheriff

Adopt Administrative Recommendation to grant service-connected disability retirement.

It was M/S Given/Silberstein to adopt the Administrative Recommendation to grant service-connected disability retirement to Keri Hamby.

AYES: Given, Gladstern, Murphy, Silberstein, Thomas, Werby
NOES: None
ABSTAIN: None
ABSENT: Block, Cooper, Klein

It was M/S Werby/Murphy to adopt the Administrative Recommendation to grant service-connected disability retirement to Samuel White.

AYES: Given, Gladstern, Murphy, Silberstein, Thomas, Werby
NOES: None
ABSTAIN: None
ABSENT: Block, Cooper, Klein

D. NEW BUSINESS

1. SACRS Voting Delegate (Action)

Select delegate and alternate delegate to vote on MCERA's behalf at the 2019 SACRS business meeting May 10, 2019

a. SACRS Business Meeting Agenda

Mr. Wickman said the SACRS business meeting will occur on the 10th of May and he recommends that the Board select either a Board member or the Retirement Administrator to vote on the Board's behalf.

It was M/S Werby/Silberstein to select Phillip Thomas and Laurie Murphy to serve as delegate and alternate delegate, respectively, at the SACRS May meeting.

AYES: Given, Gladstern, Murphy, Silberstein, Thomas, Werby
NOES: None
ABSTAIN: None
ABSENT: Block, Cooper, Klein

2. SACRS Board of Directors Election and Voting Instruction (Action)

Consider and discuss nominees submitted by the SACRS Nominating Committee for the Slate of Directors for 2019-20 and provide direction to the MCERA Voting Delegate

Mr. Wickman presented the Slate of Directors for 2019-20 recommended by the SACRS Nominating Committee. He noted there is an additional candidate, Vera Williams, for a Regular Member position on the Board. The Administrator recommended that the Board approve the slate as presented. Chair Gladstern noted everyone listed on the slate is an incumbent.

It was M/S Given/Werby to ratify the SACRS Nominating Committee's 2019-20 Slate of Directors.

Mr. Wickman said the only action items for the business meeting are the election of the Board of Directors and the adoption of the annual financial audit for SACRS. He has read through the audit and recommends that the delegate vote for its adoption.

It was M/S Given/Thomas to direct the delegate to vote to adopt the annual financial audit for SACRS.

Trustee Werby asked about the potential for the delegate to make a decision that had not been anticipated based on a change in discussions. Mr. Wickman said if new information was presented during the Business Meeting that had not been considered by the Board of Retirement when it directed how the delegate should vote, then the delegate should have the ability to change the recommended vote in consultation with the Administrator. Trustee Werby suggested that the Board should consider selecting the delegate and providing the authority for the delegate to vote as they see fit.

AYES: Given, Gladstern, Murphy, Silberstein, Thomas
NOES: Werby
ABSTAIN: None
ABSENT: Block, Cooper, Klein

3. Future Meetings

Consider and discuss agenda items for future meetings

No discussion.

E. OTHER INFORMATION

1. Training Calendar (Action)

It was M/S Murphy/Thomas to approve the Training Calendar as submitted.

AYES: Given, Gladstern, Murphy, Silberstein, Thomas, Werby

NOES: None

ABSTAIN: None

ABSENT: Block, Cooper, Klein

2. Keeping in Touch

April Issue, Association of Retired Employees newsletter

F. CONSENT CALENDAR (Action)

It was M/S Murphy/Thomas to approve the Consent Calendar as submitted.

AYES: Given, Gladstern, Murphy, Silberstein, Thomas, Werby

NOES: None

ABSTAIN: None

ABSENT: Block, Cooper, Klein

CONSENT CALENDAR

MCERA BOARD MEETING, WEDNESDAY, April 10, 2019

March 2019

RETURN OF CONTRIBUTIONS			
Sean Christopher	Refund of Contributions (termination)	\$	180,498.20

BUYBACKS	
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NEW RETIREES	
Sandra Barrett	County of Marin - Department of Finance
Gene Bomotti	Tamalpais Community Services District
Mary Downey	City of San Rafael
Marianne Hinchee	County of Marin - Sheriff/Coroner
Rebecca Kuga	City of San Rafael
Kevin Pusser	County of Marin - Department of Public Works

Jon Roberts
Eric Steger

County of Marin - Department of Public Works
County of Marin - Department of Public Works

DECEASED RETIREES

Alvin Backhaus	Novato Fire
Lilli Anne Johnston	County of Marin - Sheriff/Coroner
Joseph Kott	County of Marin - Planning Department
Herbert Lowe	City of San Rafael
Reyes Torres-Herrera	County of Marin - Health & Human Services
Eugene Vasco	County of Marin - Department of Finance

CONFERENCES/SEMINARS

CalAPRS General Assembly and Board Meeting - Administrator Wickman
CII Conference - Trustee Silberstein

There being no further business, Chair Gladstern adjourned the meeting at 9:51 a.m.



Maya Gladstern, Board Chair



Laurie Murphy, Secretary