



ADMINISTRATIVE COMMITTEE

348 West Hospitality Lane, First Floor
San Bernardino, California 92415

Meeting Minutes

Thursday, January 16, 2020

9:00 AM

Board Room

Trustees Present:

MARC BRACCO, Committee Chair
SEAN FLYNN, Committee Member
JANICE RUTHERFORD, Committee Member
DAWN STAFFORD, Committee Member

Others Present:

DEBBY CHERNEY, Chief Executive Officer
BARBARA HANNAH, Chief Counsel
COLIN BISHOP, Chief of Member Services
AMY MCINERNY, Chief Financial Officer
JOSEPH MICHAEL, Chief Information Officer
CHRISTA JAMES, Recorder
HUGO ALVAREZ, Information Security Supervisor
STACEY BARNIER, Director of HR and Risk Management
KATHY CROOK, Retirement Benefits Officer
DANIELA PAZ, Information Services Coordinator
AKIO TAKAWA, Linea Solutions
MARK TAYLOR, County of San Bernardino
ILIANA TORRES, Human Resources Specialist

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Committee Chair Bracco called the meeting to order at 9:01AM, and led the Pledge of Allegiance.

PUBLIC COMMENT

No Public Comment was provided.

ACTION ITEMS

1. Approve minutes of Administrative Committee meeting of December 19, 2019. [19-742](#)

Exhibit A: Page 2

A motion was made by Rutherford, seconded by Flynn, that this agenda item be Approved. The motion carried by the following vote:

Ayes: 4 - Bracco, Flynn, Rutherford and Stafford

2. Recommend that the Board approve the engagement of Linea Solutions for Pension Administration Software Consulting and Business Process Redesign, in an amount not to exceed \$1,058,493. [19-740](#)

Bishop, McInerney and Michael, staff, reviewed. Akio Takawa with Linea Solutions presented.

A motion was made by Flynn, seconded by Stafford, that this agenda item be Recommended for approval to the BOARD OF RETIREMENT, meeting on 2/6/2020. The motion carried by the following vote:

Ayes: 4 - Bracco, Flynn, Rutherford and Stafford

3. Recommend that the Board approve the engagement of ICMI Consulting for phone system and call-center consulting services, in an amount not to exceed \$78,000. [19-741](#)

Michael and Bishop, staff, reviewed.

A motion was made by Rutherford, seconded by Stafford, that this agenda item be Recommended for approval to the BOARD OF RETIREMENT, meeting on 2/6/2020. The motion carried by the following vote:

Ayes: 4 - Bracco, Flynn, Rutherford and Stafford

SUGGESTIONS FOR FUTURE AGENDA ITEMS

No suggestions for future agenda items were provided. Cherney, staff, announced that the April 16, 2020 Administrative Committee meeting will be rescheduled to a mutually agreeable date.

ADJOURN

Committee Chair Bracco adjourned the meeting at 9:44 AM.

Respectfully submitted,

MARC BRACCO, Committee
Chair

DEBBY CHERNEY, Board Secretary

DATED: _____