



San Bernardino County Employees'
Retirement Association

ADMINISTRATIVE COMMITTEE

348 W. Hospitality Lane, 1st Floor, San Bernardino, CA 92408

Live stream access: <https://sbcera.legistar.com/calendar.aspx>

A video recording of this meeting can be found at: <https://sbcera.legistar.com/Calendar.aspx>

Meeting Minutes

Thursday, May 22, 2025

9:00 AM

Board Room

Trustees Present:

NEAL WANER, Committee Chair

MARC BRACCO, Alternate Committee Member

HARRY HATCH, Committee Member

DAWN ROWE, Committee Member

Other Present:

DEBBY CHERNEY, Chief Executive Officer

BARBARA HANNAH, Chief Counsel

STACEY BARNIER, Chief Human Resources Officer

AMY MCINERNY, Chief Financial Officer

CHRISTA JAMES, Clerk of the Board

Absent:

MATTHEW ERICKSON, Committee Member

**Trustee Bracco participated in the absence of Committee Member Erickson.*

CALL TO ORDER & PLEDGE OF ALLEGIANCE

The meeting was called to order at 9:06 AM. Committee Chair Waner led the Pledge of Allegiance and announced protocol regarding Public Comment.

PUBLIC COMMENT

No Public Comment was provided.

ACTION ITEMS

1. Approve minutes of Administrative Committee meeting conducted on March 20, 2025. [25-192](#)

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

Ayes: 4 - Bracco, Hatch, Rowe and Waner

2. Recommend that the Board approve and adopt SBCERA Resolution No. 2025-2: Approve the Transfer of 348 W. Hospitality Lane to SBCERA, and the Dissolution of Hospitality Office, Inc. [25-190](#)

Cherney, staff, reviewed. The Committee requested that Staff include additional factual information about the building's assessed value and tax amounts in the report forwarded to the full Board.

A motion was made by Rowe, seconded by Waner, that this agenda item be Recommended for approval to the BOARD OF RETIREMENT, meeting on 6/5/2025. The motion carried by the following vote:

Ayes: 4 - Bracco, Hatch, Rowe and Waner

3. Recommend that the Board approve and adopt SBCERA Resolution No. 2025-3: Reconfirming and Restating Inclusion of its Employees within the Coverage of Article 15.6 of County Employees' Retirement Law. [25-200](#)

Hannah, staff, reviewed.

A motion was made by Hatch, seconded by Rowe, that this agenda item be Recommended for approval to the BOARD OF RETIREMENT, meeting on 6/5/2025. The motion carried by the following vote:

Ayes: 4 - Bracco, Hatch, Rowe and Waner

4. Recommend that the Board approve and adopt updates to Education and Training Policy No. 001 (Trustees Education/Training Policy). [25-193](#)

Cherney, staff, reviewed.

A motion was made by Bracco, seconded by Rowe, that this agenda item be Recommended for approval to the BOARD OF RETIREMENT, meeting on 6/5/2025. The motion carried by the following vote:

Ayes: 4 - Bracco, Hatch, Rowe and Waner

5. Recommend that the Board approve and adopt updates to General Policy No. 016 (Solicitation). [25-194](#)

Cherney, staff, reviewed.

A motion was made by Rowe, seconded by Waner, that this agenda item be Recommended for approval to the BOARD OF RETIREMENT, meeting on 6/5/2025. The motion carried by the following vote:

Ayes: 4 - Bracco, Hatch, Rowe and Waner

6. Recommend that the Board approve and adopt updates to Administration Policy No. 018 (Staff Performance and Evaluation Planning Policy). [25-098](#)

Barnier, staff, reviewed.

A motion was made by Rowe, seconded by Hatch, that this agenda item be Recommended for approval to the BOARD OF RETIREMENT, meeting on 6/5/2025. The motion carried by the following vote:

Ayes: 4 - Bracco, Hatch, Rowe and Waner

7. Recommend that the Board approve and adopt updates to Benefits Policy No. 016 (Standard for Determining Whether a Member is Incapable of Gainful Employment). [25-199](#)

Lantzer, staff, reviewed.

A motion was made by Rowe, seconded by Waner, that this agenda item be Recommended for approval to the BOARD OF RETIREMENT, meeting on 6/5/2025. The motion carried by the following vote:

Ayes: 3 - Bracco, Rowe and Waner

Nays: 1 - Hatch

8. Recommend that the Board approve and adopt Procedures for SBCERA Administrative Appeal Hearings. [25-201](#)

Hannah, staff, reviewed.

A motion was made by Hatch, seconded by Bracco, that this agenda item be Recommended for approval to the BOARD OF RETIREMENT, meeting on 6/5/2025. The motion carried by the following vote:

Ayes: 4 - Bracco, Hatch, Rowe and Waner

9. Recommend that the Board approve a contract for services with LCS Record Retrieval; authorize the Chief Executive Officer to execute an agreement with LCS in a form approved by Chief Counsel. [25-202](#)

Hannah, staff, reviewed. The Committee directed Staff to include information on the other vendors in the staff report.

A motion was made by Bracco, seconded by Hatch, that this agenda item be Recommended for approval to the BOARD OF RETIREMENT, meeting on 6/5/2025. The motion carried by the following vote:

Ayes: 4 - Bracco, Hatch, Rowe and Waner

10. Recommend that the Board approve a contract for services with Access Employment Network (AEN) for vocational assessment services in the context of disability retirement applications; authorize the Chief Executive Officer to execute an agreement with AEN in a form approved by Chief Counsel. [25-203](#)

Hannah, staff, reviewed.

A motion was made by Hatch, seconded by Rowe, that this agenda item be Recommended for approval to the BOARD OF RETIREMENT, meeting on 6/5/2025. The motion carried by the following vote:

Ayes: 4 - Bracco, Hatch, Rowe and Waner

11. Recommend that the Board approve the proposed Annual Budget for [25-196](#)

Exhibit A: Page 4

ADMINISTRATIVE COMMITTEE

May 22, 2025

the Fiscal Year Ending June 30, 2026.

McInerny, staff, reviewed. The Committee directed Staff to include funding for the Staff Counsel position.

A motion was made by Hatch, seconded by Rowe, that this agenda item be Recommended for approval to the BOARD OF RETIREMENT, meeting on 6/5/2025 as amended. The motion carried by the following vote:

Ayes: 4 - Bracco, Hatch, Rowe and Waner

SUGGESTIONS FOR FUTURE AGENDA ITEMS

No suggestions for future agenda items were provided.

ADJOURN

Committee Chair Waner adjourned the meeting at 10:33 AM.

Respectfully submitted,

NEAL WANER, Committee Chair

DEBBY CHERNEY, Board Secretary

DATED: _____