



San Bernardino County Employees'
Retirement Association

ADMINISTRATIVE COMMITTEE

Zoom: <https://tinyurl.com/sbceramayadmin>

OR

Phone number: (877) 853-5257 Toll-free

Meeting ID: 992-4063-1563 Password: 487188

Meeting Minutes

Thursday, May 21, 2020

9:00 AM

Zoom/Telephonic

Trustees Present:

MARC BRACCO, Committee Chair
JEAN-RENE BASLE, Committee Member
JANICE RUTHERFORD, Committee Member
DAWN STAFFORD, Committee Member

Others Present:

DEBBY CHERNEY, Chief Executive Officer
BARBARA HANNAH, Chief Counsel
STACEY BARNIER, Director of HR and Risk Management
COLIN BISHOP, Chief of Member Services
AMY MCINERNY, Chief Financial Officer
CHRISTA JAMES, Recorder
GARY GRIFFIN, G2risk
JOSEPH MICHAEL, Chief Information Officer
DONALD PIERCE, Chief Investment Officer

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Committee Chair Bracco called the meeting to order at 9:00 AM, and led the Pledge of Allegiance.

PUBLIC COMMENT

No Public Comment was provided.

ACTION ITEMS

1. Approve minutes of Administrative Committee meeting of April 21, 2020. [19-914](#)
A motion was made by Stafford, seconded by Basle, that this agenda item be Approved. The motion carried by the following vote:

Ayes: 4 - Bracco, Rutherford, Stafford and Basle

2. Recommend that the Board award property and casualty insurance brokerage services contracts to Alliant Insurance Services and the Marsh & McLennan Insurance Agency LLC for fiscal year 2020-2021 in an amount not to exceed \$248,088 with a contingency of \$5,000 to account for extreme dislocations in the insurance market that might change some of the quotes prior to binding coverage. [19-908](#)

Barnier, staff, reviewed and Gary Griffin with G2Risk presented.

A motion was made by Basle, seconded by Rutherford, that this agenda item be Recommended for approval to the BOARD OF RETIREMENT, meeting on 6/4/2020. The motion carried by the following vote:

Ayes: 4 - Bracco, Rutherford, Stafford and Basle

3. Recommend that the Board approve updates to Benefits Policy No. 009 (Retiree Payroll Deductions and the Assignment of Benefits). [19-910](#)

McInerny, Cherney and Bishop, staff, reviewed.

A motion was made by Rutherford, seconded by Basle, that this agenda item be Recommended for approval to the BOARD OF RETIREMENT, meeting on 6/4/2020. The motion carried by the following vote:

Ayes: 4 - Bracco, Rutherford, Stafford and Basle

4. Recommend that the Committee discuss and recommend changes to the draft General Policy No. 021 (Closed Session Meetings of the Board of Retirement). [19-837.2](#)

Hannah, staff, reviewed. The Committee discussed and suggested that a provision be included in a future revision to Administration Policy No. 018 (SBCERA Staff Performance Evaluation and Planning Policy) requiring that a copy of the prior year performance evaluation be provided to Trustees during the annual evaluation process for the Chief Executive Officer and the Chief Counsel.

A motion was made by Basle, seconded by Stafford, that this amended agenda item be Recommended for approval to the BOARD OF RETIREMENT, meeting on 6/4/2020. The motion carried by the following vote:

Ayes: 4 - Bracco, Rutherford, Stafford and Basle

SUGGESTIONS FOR FUTURE AGENDA ITEMS

No suggestions for future agenda items were provided.

ADJOURN

Committee Chair Bracco adjourned the meeting at 9:47AM.

Exhibit A: Page 3

ADMINISTRATIVE COMMITTEE

May 21, 2020

Respectfully submitted,

MARC BRACCO, Committee
Chair

DEBBY CHERNEY, Board Secretary

DATED: _____