



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

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Thursday, November 21, 2024

9:00 AM

Board Room

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#### Trustees Present:

NEAL WANER, Committee Chair

MARC BRACCO, Committee Member

DAWN STAFFORD, Alternate Committee Member

#### Other Present:

DEBBY CHERNEY, Chief Executive Officer

BARBARA HANNAH, Chief Counsel

AMY MCINERNY, Chief Financial Officer

DAVID LANTZER, Senior Staff Counsel

CHRISTA JAMES, Clerk of the Board

#### Absent:

DAWN ROWE, Committee Member

HARRY HATCH, Committee Member

*\*Trustee Stafford participated in the absence of Committee Members Hatch & Rowe.*

### CALL TO ORDER & PLEDGE OF ALLEGIANCE

The meeting was called to order at 9:01 AM. 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 [24-450](#)  
September 19, 2024.

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

**Ayes:** 3 - Bracco, Stafford and Waner

2. Recommend that the Board approve and adopt updates to Education and Training Policy No. 003 (Trustee Travel and Expense Policy). [24-330.1](#)

Cherney, staff, reviewed. The committee discussed and suggested additional edits.

A motion was made by Bracco, seconded by Stafford, that this agenda item be Recommended for approval as amended to the BOARD OF RETIREMENT, meeting on 12/5/2024. The motion carried by the following vote:

**Ayes:** 3 - Bracco, Stafford and Waner

3. Recommend that the Board approve and adopt updates to Administration Policy No. 017 (Policy on Consent Agendas). [24-459](#)

Hannah, staff, reviewed.

A motion was made by Stafford, seconded by Bracco, that this agenda item be Recommended for approval to the BOARD OF RETIREMENT, meeting on 12/5/2024. The motion carried by the following vote:

**Ayes:** 3 - Bracco, Stafford and Waner

4. Recommend that the Board approve and adopt updates to General Policy No. 007 (Elected Trustee Duty Time). [24-461](#)

Hannah, staff, reviewed.

A motion was made by Stafford, seconded by Bracco, that this agenda item be Recommended for approval to the BOARD OF RETIREMENT, meeting on 12/5/2024. The motion carried by the following vote:

**Ayes:** 3 - Bracco, Stafford and Waner

5. Recommend that the Board approve and adopt updates to Benefits Policy No. 025 (Requests and Appeals for Pension Benefits). [24-333](#)

Hannah & Lanzter, staff, reviewed.

A motion was made by Bracco, seconded by Stafford, that this agenda item be Recommended for approval to the BOARD OF RETIREMENT, meeting on 12/5/2024. The motion carried by the following vote:

**Ayes:** 3 - Bracco, Stafford and Waner

6. Recommend that the Board approve and adopt updates to Benefits Policy No. 035 (Deposits Into Income Only (Miller) Trusts). [24-462](#)

Hannah & Lanzter, staff, reviewed.

A motion was made by Bracco, seconded by Stafford, that this agenda item be Recommended for approval to the BOARD OF RETIREMENT, meeting on 12/5/2024. The motion carried by the following vote:

**Ayes:** 3 - Bracco, Stafford and Waner

**SUGGESTIONS FOR FUTURE AGENDA ITEMS**

No suggestions for future agenda items.

**ADJOURN**

Committee Chair Waner adjourned the meeting at 9:43 AM.

Respectfully submitted,

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NEAL WANER, Committee Chair

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DEBBY CHERNEY, Board Secretary

DATED: \_\_\_\_\_