



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, December 18, 2025

9:00 AM

Board Room

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#### Trustees Present:

NEAL WANER, Committee Chair  
MATTHEW ERICKSON, Committee Member  
HARRY HATCH, Committee Member  
DAWN ROWE, Committee Member

#### Others Present:

DEBBY CHERNEY, Chief Executive Officer  
BARBARA HANNAH, Chief Counsel  
AMY MCINERNEY, Chief Financial Officer  
JOE MICHAEL, Chief Information Officer  
CHRISTA JAMES, Clerk of the Board

### CALL TO ORDER & PLEDGE OF ALLEGIANCE

The meeting was called to order at 9:00 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 September 18, 2025. [25-486](#)  
A motion was made by Rowe, seconded by Erickson, that this agenda item be Approved. The motion carried by the following vote:  
**Ayes:** 3 - Waner, Erickson and Rowe  
**Abstain:** 1 - Hatch
2. Recommend that the Board approve and adopt updates to Administration Policy No. 009 (Correcting and Reissuing 1099-Rs). [25-422](#)

McInerney, staff, reviewed.

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

**Ayes:** 4 - Waner, Erickson, Hatch and Rowe

3. Recommend that the Board approve updates to Benefits Policy No. 031 (Tax Compliance) and recommend that the Board adopt Resolution 2026-1 (Resolution Adopting Updated Tax Compliance Regulations). [25-446](#)

McInerney, staff, reviewed.

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

**Ayes:** 4 - Waner, Erickson, Hatch and Rowe

4. Recommend that the Board approve and adopt updates to Benefits Policy No. 024 (Benefit Administration Procedures). [25-423](#)

McInerney, staff, reviewed.

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

**Ayes:** 4 - Waner, Erickson, Hatch and Rowe

5. Recommend that the Board approve the purchase of modular offices and furniture for SBCERA Suite 106 and additional areas and authorize the Chief Executive Officer to execute agreements with GM Business Interiors in an amount not to exceed \$192,683.74. [25-487](#)

Michael, staff, reviewed.

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

**Ayes:** 4 - Waner, Erickson, Hatch and Rowe

## **SUGGESTIONS FOR FUTURE AGENDA ITEMS**

No suggestions for future agenda items.

## **ADJOURN**

The meeting was adjourned at 9:21 AM.

Respectfully submitted,

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NEAL WANER, Committee Chair

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DEBBY CHERNEY, Board Secretary

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