



San Bernardino County Employees'  
Retirement Association

## ADMINISTRATIVE COMMITTEE

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

Trustee in-person access: 348 W. Hospitality Lane, 1st Floor, San Bernardino, CA 92408

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

### Meeting Minutes

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Thursday, April 21, 2022

9:00 AM

Hybrid:  
In person (Trustees only)/Online

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#### Trustees Present:

JANICE RUTHERFORD, Committee Chair  
LOUIS FIORINO, Committee Member  
HARRY HATCH, Committee Member  
NEAL WANER, Committee Member

#### Others Present:

DEBBY CHERNEY, Chief Executive Officer  
BARBARA HANNAH, Chief Counsel  
OLIVIA APPLGATE, Communications & Stakeholder Relations Manager  
STACEY BARNIER, Director of HR and Risk Management  
JALEL BRADEN, Communications Specialist  
MICHAEL TAMONY, Communications Officer  
CHRISTA JAMES, Recorder

#### CALL TO ORDER & PLEDGE OF ALLEGIANCE

Committee Chair Rutherford called the meeting to order at 9:02 AM and announced protocol regarding Public Comment. Committee Chair Rutherford led the Pledge of Allegiance.

#### PUBLIC COMMENT

No Public Comment was provided.

#### ACTION ITEMS

1. Approve minutes of Administrative Committee meeting conducted on March 17, 2022. [22-157](#)  
A motion was made by Hatch, seconded by Waner, that this agenda item be Approved. The motion carried by the following vote:  
**Ayes:** 4 - Rutherford, Fiorino, Hatch and Waner
2. Recommend that the Board approve and adopt updates to Education [22-156](#)

and Training Policy No. 001 (Trustees Education/Training Policy).

Barnier, staff, reviewed.

A motion was made by Hatch, seconded by Waner, that this agenda item be Recommended for approval to the BOARD OF RETIREMENT, meeting on 5/5/2022. The motion carried by the following vote:

**Ayes:** 4 - Rutherford, Fiorino, Hatch and Waner

3. Recommend that the Board approve and adopt updates to Education and Training Policy No. 002 (Staff Education/Training, Travel & Expenses Policy). [22-155](#)

Barnier, staff, reviewed.

A motion was made by Hatch, seconded by Waner, that this agenda item be Recommended for approval to the BOARD OF RETIREMENT, meeting on 5/5/2022. The motion carried by the following vote:

**Ayes:** 4 - Rutherford, Fiorino, Hatch and Waner

## **INFORMATION ITEMS**

4. Strategic Communications Plan - Annual Update. [22-153](#)

Applegate, staff, presented.

## **SUGGESTIONS FOR FUTURE AGENDA ITEMS**

Trustee Hatch suggested a future Administrative Committee agenda item discussing the structure and use of the Executive Committee.

## **ADJOURN**

Committee Chair Rutherford adjourned the meeting at 9:40 AM.

Respectfully submitted,

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JANICE RUTHERFORD, Committee  
Chair

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DEBBY CHERNEY, Board Secretary

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