



STANISLAUS COUNTY
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BOARD OF RETIREMENT MINUTES

April 9, 2008

Members Present: Maria De Anda, Jim DeMartini, Mike Fisher, Gordon Ford, Wes Hall, Mike Lynch, Ron Martin, and Steve Yauch

Alternate Member Present: Linda Stotts-Burnett (Alternate Retiree Representative)

Members Absent: *Darin Gharat*

Others Present: Kelly Cerny; David Dolinar, and Peggy Huntsinger-Chief Executive Office-Risk Management; Natalie Elliott, Kathy Herman, Deirdre McGrath, Michele Silva, and Tom Watson

1. Meeting called to order at 2:00 p.m. by Mike Fisher, Chair

2. **Announcements**

Tom Watson, Retirement Administrator, announced that Trustees Steve Yauch and Wes Hall volunteered to evaluate the Request for Proposal (RFP) for the actuarial audit and actuarial consulting services contracts. The Board will review recommendations at the April 22, 2008, Board of Retirement meeting.

3. **Public Comment**

None.

4. **Consent Items**

Motion was made by Wes Hall and seconded by Steve Yauch to approve the following items as listed.

Motion carried.

a. Approval of the March 25, 2008, Investment Meeting Minutes

b. Approval of the Mary Ann Guttoff Agreement for Professional Services – StanCERA Procedure Manuals

4. **Consent Items (cont.)**

b. Approval of Service Retirement(s) – **Sections 31499.14, 31670, 31662.2 & 31810**

1. James Bristow, Jr., CSA, Effective 03-20-08
2. August Gallasso, Sheriff, Effective 03-29-08
3. Thomas Hawkins, Animal Services, Effective 03-29-08
4. Eileen Melson, CEO, Effective 03-29-08
5. Michael Payne, Sheriff, Effective 03-21-08
6. Sandra Steinbach, Assessor, Effective 03-29-08
7. John Thiercof, GSA, Effective 03-12-08
8. Priscilla Woods, Sheriff, Effective 03-30-08 (AMEND 03-12-08 Agenda)
9. Vibronia Younan, CSA, Effective 03-23-08

c. Approval of Deferred Retirement(s) – **Section 31700**

1. Sharon R. Cummings, HSA, Effective 12-04-07
2. Cathy Winchester, BHRS, Effective 09-02-07
3. Daniel Zumwalt, Probation, Effective 02-06-08

d. Approval of Disability Retirements – **Section 31724**

1. Deborah Bradley, Sheriff, Service-Connected, Effective 04-10-08
2. Rebecca Mowrey, HSA, Non-Service-Connected, Effective 09-12-07

e. Approval of Death Benefits

1. David Mendez, Deceased March 27, 2008, Active Member, Options Pursuant to Government Code Sections 31781, 31781.1, or 31871.3
2. Carol Ann McFaddin, Deceased March 30, 2008, Active Member, Option Pursuant To Government Code Section 31781

6. **Chief Executive Office (CEO) Risk Management - Presentation of the Disability Management Program and Request for Funding for Fiscal Year 2008-2009**

David Dolonar, Deputy Executive Officer, and Peggy Huntsinger, Disability Manager, CEO-Risk Management, distributed the written annual presentation of the Disability Management Program for fiscal year 2007-2008. Mr. Dolonar noted that Board members had previously received his letter dated April 1, 2008, regarding a request for the Board's annual contribution to assist in the funding of the Disability Management Program and a portion of the Job Task Analysis (JTA). Mr. Dolonar reiterated that the request is for \$64,500 for fiscal year 2008-2009, the same amount granted for fiscal year 2007-2008. He noted this is the ninth consecutive year the Board of Retirement and the CEO-Risk Management Division have partnered in these cost-sharing programs. Mr. Watson stated the Board would consider this request upon review of StanCERA's 2008-2009 administrative budget.

6. **Chief Executive Office (CEO) Risk Management - Presentation of the Disability Management Program and Request for Funding for Fiscal Year 2008-2009 (cont.)**

Mr. Dolinar gave a brief overview of the disability management program's statistics. He informed the Board that the Job Task Analyses continue being updated over the established five-year period. Phase 1 is complete, Phase 2 is in progress, with Phase 3 to begin in the fiscal year 2008-2009. Mr. Dolinar stated each phase includes 20-30 job classifications. The job task analyses define the physical requirements of essential tasks within a classification.

Ms. Huntsinger informed the Board that the County's employment screening changed effective April 1, 2008. An RFP was performed and Kaiser was selected as the best of three choices. The County has a contract with Kaiser and Preferred Alliance for the pre-employment drug screening and medical evaluations prior to employment. Deirdre McGrath, Deputy County Counsel, inquired if the medical release is specific to Kaiser. Ms. Huntsinger affirmed this and said a copy of the Kaiser medical release will be sent to StanCERA to incorporate in its disability retirement application packet.

Mr. Dolinar concluded by thanking the Board for its partnership over the past nine years.

7. **Deputy County Counsel**

- a. Report on the National Association of Public Pension Attorneys (NAPPA) 2007 Legal Education Conference, June 26-29, 2007

Ms. McGrath stated she would answer any questions or inquiries the Board members may have regarding her written report. There were no questions. Mr. Yauch commented it was a nice report.

8. **Administrator**

- a. Report on the Progress of the Tyler Technologies, Inc. System

Kathy Herman, Special Projects Manager, gave a PowerPoint presentation of the status of the Tyler Technologies integrated pension software. Ms. Herman gave a timeline of the system's successes since its inception in August 2003. It was noted that the original company, TACS was purchased by Tyler Technologies in 2006, and has maintained a good association with StanCERA in its delivery of product and services.

Michele Silva left at 2:36 p.m.

Ms. Herman reported the active member side of the system is operational. Approximately every six months a phase of the system has been implemented. The next phase is the retiree member portion of the system, including retiree payroll.

Michele Silva returned at 2:38 p.m.

8. **Administrator (cont.)**

a. Report on the Progress of the Tyler Technologies, Inc. System (cont.)

Change orders have been minimal and due to either employer or legislative policy changes. Success points of interest are:

- √ 10 years of data converted
- √ Quality of data – Ability to notice inconsistencies and correct quickly
- √ Member statements issued timely
- √ Interest posting completed every six months
- √ Refunds completed in half the time
- √ Processes being simplified

Natalie Elliott, StanCERA's Accountant, gave Board members a brief overview on the efficiency of the refund process in the Tyler system. Ms. Elliott commented what used to take three separate spreadsheets and several hours to complete, now takes half the time with less room for error.

Ms. Herman answered the Board members various questions and distributed a document with staff's feedback about the system. Staff comments are positive, such as having the ability to integrate all aspects of retirement into one vehicle that can produce, track, report, and sustain over time the multitude of information that otherwise is less cost efficient and problematic, and inaccurate.

b. Discussion, and Action on Instructions to StanCERA's Voting Delegate for the State Association of County Retirement Systems' (SACRS) Business Meeting Items (SACRS)

Heard Out of Order

4. SACRS' Business Meeting Agenda, May 16, 2008

Board members reviewed the SACRS business meeting agenda. Along with the agenda, Board members discussed and voted on three additional items to assist the voting delegate and alternate voting delegate to vote on behalf of StanCERA.

Heard Out of Order

3. SACRS' Bylaws Amendments

The Board examined and discussed the SACRS' Bylaws Amendments as presented by the SACRS' Bylaws Committee.

Motion was made by Wes Hall and seconded by Steve Yauch to approve SACRS' Bylaws Amendments as presented.

Motion carried.

8. **Administrator (cont.)**

Heard Out of Order

- b. Discussion, and Action on Instructions to StanCERA's Voting Delegate for the State Association of County Retirement Systems' (SACRS) Business Meeting Items (SACRS) [Cont.]

Heard Out of Order

- 2. SACRS' Final Revised Travel Policy as of February 21, 2008

Motion was made by Steve Yauch and seconded by Ron Martin to approve the SACRS' Final Revised Travel Policy as of February 21, 2008.

Motion carried.

- 1. Discussion and Action on the SACRS' Board of Directors 2008-2009 Election Final Ballot

Mr. Watson gave an overview of the SACRS's Final Ballot, along with the additional slates of candidates provided by three other 1937 Act counties, San Joaquin, San Diego, and Los Angeles.

Board members discussed the final ballot and additional slates with questions answered by Mr. Watson.

Motion was made by Ron Martin and seconded by Maria De Anda to approve the SACRS' Nominating Committee's 2008-2009 Nominees/Candidates, and instruct StanCERA's voting delegate Mike Fisher, Chair, and/or Gordon Ford, alternate voting delegate, to vote on StanCERA's behalf as they deem necessary, at the SACRS' Business meeting, May 16, 2008.

Motion carried.

- c. Discussion and Action on a 2008 Half-Day Strategic Planning Session for the Board of Retirement

Board members discussed possible dates and times for an offsite strategic planning session later this year. Kathy Herman, Special Projects Manager will facilitate the strategic planning session.

Motion was made by Steve Yauch and seconded by Ron Martin to approve a half-day Board of Retirement Strategic Planning Session on Tuesday, September 23, 2008, from Noon to 5:00 p.m., at a location to be determined, and concurrent with the Investment Board meeting.

Motion carried.

9. **Members' Forum (Information and Future Agenda Requests Only)**

Mr. Ford requested staff to obtain the statistical data shown at the March 26, 2008 SACRS' Economic Impact Report Education Session. The data pertains to where retirees spend their retirement benefits, whether in their home county or elsewhere in California.

Mr. Hall said the StanCERA Spring newsletter was very nice. He inquired who was the printer. Ms. Herman informed him the printer is AlphaGraphics, however staff designs the newsletter with computer software before it is with computer software before it is printed.

Mr. Watson asked Board members if there were any more additional questions to add to the upcoming Due Diligence visits. Board members had no more additional questions.

10. **Adjournment**

Meeting adjourned at 3:36 p.m.

Respectfully submitted,

Tom Watson, Retirement Administrator

APPROVED AS TO FORM:
JOHN P. DOERING, COUNTY COUNSEL

Deirdre McGrath, Deputy County Counsel