



Contra Costa County Employees'
Retirement Association

MINUTES

RETIREMENT BOARD MEETING MINUTES

REGULAR MEETING

June 10, 2020

9:00 a.m.

The Board of Retirement meeting will be accessible telephonically at (872) 240-3412, access code 524-186-309 due to the Contra Costa County and State of California Coronavirus (COVID-19) Shelter In Place Orders, and as permitted by Executive Order N-29-20 issued on March 17, 2020.

Present: Candace Andersen, Donald Finley, Scott Gordon, Jerry Holcombe, Louie Kroll, Jay Kwon, David MacDonald, John Phillips, William Pigeon, Mike Sloan, Todd Smithey and Russell Watts (by roll call)

Absent: None

Staff: Gail Strohl, Chief Executive Officer; Christina Dunn, Deputy Chief Executive Officer; Timothy Price, Chief Investment Officer; Karen Levy, General Counsel; Wrally Dutkiewicz, Compliance Officer; Anne Sommers, Administrative/HR Manager; Henry Gudino, Accounting Manager; Tim Hoppe, Retirement Services Manager; and Jasmine Lee, Member Services Manager

Outside Professional Support: **Representing:**

Christopher Fikes	Segal
Sue Ziegler	Segal
Jeffrey Mills	Segal

1. Pledge of Allegiance

The Board, staff and audience joined in the *Pledge of Allegiance*.

2. Accept comments from the public

Dunn read a public comment sent in by Cynthia Ruehlig, retiree, into the record. Ms. Ruehlig expressed her concerns over the length of time it took to process her retirement application.

Gordon requested the Board have further discussion on this issue at a later date.

3. Approval of Minutes

It was **M/S/C** to approve the minutes from the May 6, 2020 meeting. (Yes: Andersen, Gordon, Holcombe, Kroll, MacDonald, Phillips, Pigeon, Smithey and Watts)

4. **Routine Items**

It was **M/S/C** to approve the routine items of the June 10, 2020 meeting. (Yes: Andersen, Gordon, Holcombe, Kroll, MacDonald, Phillips, Pigeon, Smithey and Watts)

5. **Update from Segal on pension administration system project** - Christopher Fikes, Sue Ziegler, Jeffrey Mills

Fikes provided an update on the pension administration system project.

6. **Consider and take possible action to issue a Request for Proposal for a Pension Administration System vendor**

After a brief discussion, it was **M/S/C** to defer this item to June 24, 2020 Board Meeting. (Yes: Andersen, Gordon, Holcombe, Kroll, MacDonald, Phillips, Pigeon, Smithey and Watts)

7. **Consider and take possible action to issue a Request for Proposal for Data Cleansing Services**

It was **M/S/C** to defer this item to the June 24, 2020 Board meeting. (Yes: Andersen, Gordon, Holcombe, Kroll, MacDonald, Phillips, Pigeon, Smithey and Watts)

8. **Presentation of 2019 CCCERA budget vs. actual expenses report**

Gudino presented the 2019 CCCERA budget vs. actual expenses report.

9. **Legislative update**

Levy provided a legislative update.

10. **Miscellaneous**

(a) Staff Report –

Strohl reported the CCCERA website has a video on how to use the pension calculator, staff continues to work remotely, CCCERA is continuing to make retiree payroll payments timely, we are preparing a plan for when we bring the employees back into the office ensuring that we do it safely for the employees and members, and, we have been monitoring the health situation and been communicating with other businesses and pension plans to see what they are doing.

Strohl acknowledged staff and the management team for the phenomenal job they are doing.

(b) Outside Professionals' Report -

None

(c) Trustees' comments –

None

It was **M/S/C** to adjourn the meeting. (Yes: Andersen, Gordon, Holcombe, Kroll, MacDonald, Phillips, Pigeon, Smithey and Watts)



Todd Smithey, Chairman



David MacDonald, Secretary