



COUNTY OF TULARE
BOARD OF RETIREMENT

David J. Kehler
Retirement Administrator

136 N. AKERS STREET
VISALIA, CA 93291

TELEPHONE (559) 713-2900
FAX (559) 730-2631
WEBSITE: www.tcera.org

MINUTES OF THE BOARD OF RETIREMENT
ADMINISTRATIVE COMMITTEE MEETING
Monday, April 24, 2017 @ 11:00 a.m.
TCERA Executive Room, 136 N. Akers Street, Visalia, CA 93291

I. CALL TO ORDER
II. ROLL CALL

In attendance: Mike Watson, Chair; Jim Young; Peter Vander Poel; Charlie Norman; Dave Kehler; Leanne Malison

The meeting was called to order at 11:04 a.m.

III. PUBLIC COMMENT

None.

IV. AGENDA ITEMS

1. Review of Committee Minutes from the meeting of March 27, 2017.
A motion to approve the minutes as presented was made Mr. Young; seconded by Mr. Vander Poel. Motion approved.
2. Discussion and possible action regarding the following items:
 - a. Financial and Budget Reports for the periods ending March 31, 2017.
Mr. Kehler briefly explained the "Other Pay" amount shown in the budget report and indicated that this was due to a ruling made by the Public Employee Relations Board (PERB) that required Tulare County to pay back-pay and interest to affected employees. A motion was then made by Mr. Young; seconded by Mr. Norman, to recommend approval of the reports by the full Board of Retirement. Motion approved.
 - b. Proposed FY 2017-18 TCERA and TCERA Property budgets.
Mr. Kehler stated that the proposed budgets were preliminary and that as additional expense information is received from the County the FY 2017-18 budgets will be refined for final approval. A question was raised regarding the cost proposed for new computer equipment. Mr. Kehler and Ms. Malison responded that this represents the expected need to equip two new staff positions as well as the normal cost for replacing aging equipment. No action taken at this time.
 - c. Disposal of Capital Assets.
A motion was made by Mr. Vander Poel and seconded by Mr. Young, to recommend disposal of the equipment as recommended by TCERA staff. Motion approved.
 - d. Consideration of Revisions to TCERA's Disability Procedures.
A brief discussion was held regarding the need for the revisions to the Disability Procedures. Mr. Kehler explained that this is to clarify the definition of the term "service" and when service with a TCERA plan sponsor is determined to have ended for disability application purposes. He also indicated that ending service means that a member must file an application for disability retirement within a specific timeframe in order for the application to be considered as having been filed in a timely manner.

A motion was made by Mr. Young to recommend that the Board approves the revisions as requested by Staff; seconded by Mr. Norman. Motion approved.

e. County Counsel invoices for the period ending March 31, 2017.

A motion to approve the invoices as presented was made Mr. Norman and seconded by Mr. Young. Motion approved.

f. Ratify the Retirement Administrator expense report.

A motion to ratify the expense report was made Mr. Young and seconded by Mr. Norman. Motion approved.

V. UPCOMING MEETING

1. Monday, May 22, 2017 at 3:00 p.m.

VI. ADJOURN

The meeting was adjourned at 11:20 a.m.

Approved: _____
Mike Watson, Chair

_____ date