



COUNTY OF TULARE
BOARD OF RETIREMENT

David J. Kehler
Retirement Administrator

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MINUTES OF THE BOARD OF RETIREMENT
ADMINISTRATIVE COMMITTEE MEETING
Monday, May 22, 2017 @ 3:00 p.m.
TCERA Executive Room, 136 N. Akers Street, Visalia, CA 93291

I. CALL TO ORDER

II. ROLL CALL

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

The meeting was called to order at 3:00 p.m. Mr. Vander Poel arrived at 3:02 p.m.

III. PUBLIC COMMENT

None.

IV. AGENDA ITEMS

1. Review of Committee Minutes from the meeting of April 24, 2017.
A motion to approve the minutes as presented was made by Mr. Embrey and seconded by Mr. Young. Motion approved.
2. Discussion and possible action regarding the following items:
 - a. Financial and Budget Reports for the periods ending April 30, 2017.
A motion was made by Mr. Embrey to recommend approval of the financial and budget reports; seconded by Mr. Young. Motion approved.
 - b. Proposed FY 2017-18 TCERA and TCERA Property budgets.
Mr. Kehler stated that Staff is waiting for the final cost for renewal of Cyber Security insurance coverage but that unless there are changes to be made by the Committee the budget documents are ready to go before the full Board.
A motion was made by Mr. Young to recommend Board approval of the FY 2017-18 TCERA and TCERA Property budgets; seconded by Mr. Vander Poel. Motion approved.
 - c. Ratify TCERA staff actions regarding monies owed from deceased retirees.
Discussion was held regarding the policy for handling benefit amounts owed back to TCERA from the survivors/beneficiaries of deceased retirees. Mr. Kehler reminded the Committee members of the policy approved by the TCERA Board and the discretion it allows to Executive Staff to write-off amounts up to \$2,500 after specific efforts have been made to recover the funds. Some concerns were expressed over the steps Staff will take to seek collection of the amounts owed. Mr. Kehler indicated that in this case the time which has elapsed since the overpayments were made was the key factor in not pursuing recovery further. He stated that this would not be the case in the future.
A motion was made by Mr. Embrey to ratify the staff decision to write-off the amounts owed; seconded by Mr. Young. The motion was approved by the following vote:
Ayes: Embrey, Young, Watson
No: Vander Poel

d. County Counsel invoices for the period ending April 30, 2017.

A motion to approve the invoices report was made by Mr. Vander Poel and seconded by Mr. Embrey. Motion approved.

e. Ratify the Retirement Administrator expense report.

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

V. UPCOMING MEETING

1. Monday, June 26, 2017 at 3:00 p.m.

VI. ADJOURN

The meeting was adjourned at 3:24 p.m.

Approved: _____
Mike Watson, Chair

_____ date