



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
Thursday, September 20, 2018 at 2:00 p.m.
TCERA Executive Room, 136 N. Akers Street, Visalia, CA 93291

I. CALL TO ORDER

The meeting was called to order at 2:02 p.m.

II. ROLL CALL

In attendance: Wayne Ross, Chair; Gary Reed; Patte Crawford; Pete Vander Poel; Dave Kehler; Leanne Malison.

III. PUBLIC COMMENT

None.

IV. AGENDA ITEMS

1. Review of Committee Minutes from the meeting of June 21, 2018.

A motion was made by Mr. Reed to approve the minutes as presented; seconded by Pete Vander Poel. Motion approved.

2. Discussion and possible action regarding the following items:

a. Financial and Budget reports for the period ending June 30, 2018.

Mr. Kehler spent some time explaining the impact of interest posting on the Market Stabilization Reserve (line 3510) and on the Supplemental Retiree Benefit Reserve (line 3320). A motion was then made by Mr. Vander Poel to recommend approval of the reports by the full Board of Retirement; seconded by Mr. Reed. Motion approved.

b. Benefit overpayments made and remaining amounts owed to former TCERA members, deceased retirees, and beneficiaries.

Discussion was held regarding the list of over/under benefit payment amounts that have been made and focused largely on a group of 29 files that date back to the late 1990's and early 2000's. Some of these include over/under payments made to both retirees and former members who were paid an incorrect amount for a refund. The Committee directed staff to: 1) send letters to those former members/retirees who owe TCERA an amount of greater than \$100; and 2) draft revisions to TCERA's policy to include Board approved procedures for handling refund over/under payments. Staff is to include this item for further discussion at the next meeting of the Committee.

The Committee also affirmed the Staff actions related to those over/under payments that fall within the existing language of the Board policy.

c. Expanding member communication capabilities through the use of Facebook and Twitter accounts.

Discussion was held regarding the use of social media outlets to expand TCERA's communication capabilities with plan members – especially those who are increasingly reliant on such outlets. Ms. Malison assured the Committee members that the use of outlets such as Facebook and Twitter would be intended to expand TCERA's ability to better serve plan members and not to replace existing forms of communication.

A motion was made by Mr. Vander Poel and seconded by Mr. Reed to recommend to the Board of Retirement that staff be authorized to activate TCERA Facebook and Twitter accounts. Motion approved.

d. Disposal of surplus or no longer useable equipment.

A motion was made by Mr. Ross to affirm the actions taken by TCERS staff to dispose of the surplus equipment; seconded by Mr. Reed. Motion approved.

e. County Counsel invoices for the period ending July 31, 2018.

A motion was made by Mr. Vander Poel and seconded by Mr. Reed to approve the invoices as presented. Motion approved.

V. UPCOMING MEETING

1. Thursday, October 18, 2018 @ 2:00 p.m.

VI. ADJOURN

The meeting was adjourned at 2:34 p.m.

Approved: _____
Wayne Ross, Chair

_____ date