



COUNTY OF TULARE  
**BOARD OF RETIREMENT**

**Leanne Malison**  
Retirement Administrator

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**MINUTES OF THE BOARD OF RETIREMENT**  
**ADMINISTRATIVE COMMITTEE MEETING**  
**Tuesday, April 16, 2019 at 1:00 p.m.**  
TCERA Executive Room, 136 N. Akers Street, Visalia, CA 93291

**I. CALL TO ORDER**

The meeting was called to order at 1:08 p.m.

**II. ROLL CALL**

Present: Wayne Ross, Chair; Gary Reed, Jan Taylor, Patte Crawford (arrived 1:08)  
Leanne Malison, Mary Warner

**III. PUBLIC COMMENT**

None

**IV. AGENDA ITEMS**

1. Review of Committee Minutes from the meeting of February 21, 2019.

Motion to approve minutes as presented.

Motion: Reed

Second: Taylor

Absent: Crawford

Motion passed unanimously

2. Discussion and possible action regarding the following items:

a. Draft of Fiscal Year 2019-20 TCERA and TCERA Property, Inc. Administrative Budgets

Ms. Malison and Ms. Warner reviewed the budget process for the Committee, answering questions regarding specific line items. This is the first draft of the 2019-20 budget, presented to allow the trustees the opportunity to provide input to Staff regarding budget items. Staff is still waiting on final numbers for County services. The budget will be updated and returned to the Committee for review when the final numbers are available. No action is required by the Committee at this time.

b. Ratify Administrator actions regarding disposal of inoperable and obsolete equipment.

Motion to ratify the Administrator's actions.

Motion: Taylor

Second: Reed

Motion passed unanimously

c. Security for TCERA Office

Ms. Malison reviewed Staff's concerns regarding building security. Ms. Warner provided information regarding the proposal process and the reasons for Staff's recommendation to enter into a contract with Harrison Security Services, Inc.

Motion to recommend to the Board of Retirement that the Board authorize the Retirement Administrator to contract with Harrison Security Services, Inc. for security services to be provided after hours a minimum of two times per week. The Board should further authorize the Retirement Administrator to increase the frequency of security visits as deemed necessary.

Motion: Reed

Second: Taylor

Motion passed unanimously

- d. County Counsel invoices for the month ending March 31, 2019.

Motion to approve invoices as presented.

Motion: Reed

Second: Taylor


Motion passed unanimously

#### V. UPCOMING MEETING

1. Thursday, May 16, 2019 @ 2:00 p.m.

#### VI. ADJOURN

The meeting was adjourned at 1:25 p.m.

  
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Wayne Ross, Chair