



COUNTY OF TULARE
BOARD OF RETIREMENT

Leanne Malison
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MINUTES OF THE BOARD OF RETIREMENT
ADMINISTRATIVE COMMITTEE MEETING
Thursday, October 22, 2020 @ 3:00 p.m.
TCERA Executive Room, 136 N. Akers Street, Visalia, CA 93291

I. CALL TO ORDER

The meeting was called to order at 3:00 p.m.

II. ROLL CALL

Present: Laura Hernandez, Chair; Cass Cook, Jim Young, Nathan Polk
Paul Sampietro, Alternate
Mary Warner, Leanne Malison (participating remotely)

III. PUBLIC COMMENT

None

IV. AGENDA ITEMS

1. Review of Committee Minutes from the meeting of September 24, 2020.
Motion to approve minutes as presented.
Motion: Young
Second: Cook
Motion approved unanimously.
2. Discussion and possible action regarding the following items:
 - a. **TCERA and TCERA Property, Inc. Financial Statements – June 30, 2020, July 31, 2020 and August 31, 2020**
The Committee reviewed the financial statements for June, July and August. Ms. Warner noted that these are the final financial statements. She responded to questions and noted to pay special attention to account #3510 - Market Stabilization on the Balance sheet. This is where the smooth-in balance resides. It is a negative number which means we are still smoothing in losses over a 10-year period.
Motion to recommend approval of the June, July and August 2020 financial statements as presented.
Motion: Polk
Second: Young
Motion approved unanimously.
 - b. **County Counsel Invoice \$12,116.80 for the month ending September 30, 2020**
The Committee reviewed the County Counsel invoice for September.

Motion to approve County Counsel invoice in the amount of \$12,116.80 as presented.

Motion: Cook

Second: Polk

Motion approved unanimously.

c. Telework for County Employees – AR 42

The Committee reviewed the Administrative Regulation 42 - Telework for County Employees which was adopted by the County Board of Supervisors on 10/12/2020. Ms. Warner and Ms. Malison explained that this policy outlines the relevant requirements and provides a framework that allows individual departments to integrate telework into their personnel management. As Tulare County employees, TCERA staff are subject to AR 42. Therefore, it is important for the Board to be aware of this policy change. At this time, Staff is recommending the Board adopt this policy as presented versus pursuing stricter guidelines.

Motion to recommend adoption of Administrative Regulation 42 - Telework for County Employees as presented.

Motion: Polk

Second: Young

Motion approved unanimously.

V. UPCOMING MEETING

1. Thursday, November 19, 2020 @ 3:00 p.m.

VI. ADJOURN

The meeting was adjourned at 3:39 p.m.



Laura Hernandez, Chair