

## **DEFERRED COMPENSATION ADVISORY COMMITTEE** **REGULAR MEETING**

For information about this meeting, contact the Human Resources Department; by phone (408) 535-1285 or email [HRbenefits@sanjoseca.gov](mailto:HRbenefits@sanjoseca.gov).

Roberto Peña called the meeting of the Deferred Compensation Advisory Committee to order at 9:07 a.m. on Monday, March 18, 2024. Hybrid meeting at City Hall T-1446 and presenters teleconferenced via Zoom Meeting.

### **Roll Call:**

Roberto Peña, Chair	Management Employees' Representative
David Woolsey, Vice-Chair	Police Representative
Sean Davis	Employees' Representative
Qianyu Sun	City Manager's Representative

### **Absent:**

Bonny Duong	City Manager's Representative
Jaime Fonseca	Employees' Representative
Jamal Fountaine	Firefighter Representative

### **Also Present:**

Jennifer Schembri	Human Resources
Amy Morton	Human Resources
Miguel Bernal	Finance
Seema Azad	Finance
Kevin Cardema	Finance
Vicky Szeto	Finance
Suzanne Hutchins	City Attorney
Vincent Galindo	Hyas Group
Bishop Bastien	Voya

## **ANNOUNCEMENTS**

### **APPROVAL OF MINUTES**

1. [December 11, 2023](#)

\***M.S.C.** (David Woolsey/Qianyu Sun) accepted the minutes.

### **CONSENT CALENDAR**

*There will be no separate discussion of Consent Calendar items as they are considered to be routine by the DCAC and will be adopted by one motion. If a member of the DCAC, staff, or public requests discussion on a particular item, that item may be removed from the Consent Calendar and considered separately.*

2. Accept report on [YTD Fund Performance](#) Summary
3. Accept Voya Quarterly [Activity Report](#) for 4th Quarter 2023



**\*M.S.C.** (Qianyu Sun/David Woolsey) accepted the consent items and no items were pulled for discussion.

**BUSINESS** (Discussion and/or Action Items)

4. Review Evaluation Report and Watch List:
  - a. Review and accept [Investment Performance Evaluation Report and Watch List](#) for Period Ending December 31, 2023 — Vincent Galindo, Hyas Group (Action)
  - b. Discussion and direction regarding any investment changes based on Investment Evaluation Report

**\*M.S.C.** (David Woolsey/Sean Davis) accepted the report and recommendation to remove American Funds EuroPacific Growth R6 from the watchlist.

5. Review and accept updated [Investment Policy](#)— Vincent Galindo, Hyas Group, reviewed the updated Investment policy.

**\*M.S.C.** (Roberto Peña/David Woolsey) accepted the updated Investment Policy and requested staff to research if annual signing of this document is necessary or if the DCAC minutes noting the acceptance is sufficient.

6. Review and discuss [Fiscal Year 2024-25 Operating Budget and Exhibits](#)— Amy Morton, Human Resources reviewed and led the discussion regarding the Fiscal Year 2024-2025 Operating Budget.
7. Verbal update on Fiduciary Liability Renewal Budgeting—Miguel Bernal, Finance, provided a verbal update on the Fiduciary Liability Renewal Budgeting. The committee requested that staff and the Risk team come back in June with additional options and information regarding smaller incremental coverage amounts and specific claim details and judgments.
8. Review and discuss [administrative fee](#) and reserves— Vincent Galindo, Hyas Group presented, led the discussion, and provided recommendations regarding administrative fees and the return of reserves. The committee requested that Hyas and Staff bring this item to the June 2024 DCAC meeting for further discussion.
9. Review and approve [Fiscal Year 2024-25 Annual Work Plan](#)— Amy Morton, Human Resources, presented the plan.
10. Elect Chair and Vice-Chair for period April 1, 2024 through March 31, 2025—David Woolsey was elected Chair and Qianyu Sun was elected Vice-Chair.

**\*M.S.C.** (Roberto Peña/Sean Davis) accepted the elections of Chair and Vice-Chair.

11. Authorize Staff to change September 2024 meeting date from Monday, September 16th to Monday, September 23rd to accommodate annual NAGDCA conference that Staff and plan providers attend. —Amy Morton, Human Resources, presented the recommendation.

**\*M.S.C.** (Roberto Peña/Qianyu Sun) accepted the meeting date change.

**REPORTS AND INFORMATIONAL ITEMS**

12. Staff update—Amy Morton, Human Resources, reminded the committee to look out for Form 700 reminders from the Clerk’s Office, informed the committee of the 2024 NAGDCA conference dates and provided a status update on the upcoming DCAC management seat vacancy.



13. Stable Value Renewal Rate—Amy Morton, Human Resources let the committee know the Stable Value Rate will experience a slight decrease from 2.43% to 2.42% for the period of April 1<sup>st</sup>, 2024 through June 30<sup>th</sup>, 2024.
14. Update on the Deferred Compensation Plans [Second Quarter Financials](#) for FY 2023-24—Vicky Szeto, Finance Department, presented the report.
15. Update on Regulatory and/or Legislative Items, including economic and market forecast — Vincent Galindo, Hyas Group, provided a verbal update.
16. Update on the Deferred Compensation Plans [Revenue Reimbursement Report](#) for the period July 1, 2023 to February 29, 2024—Bishop Bastien, Voya

## NEXT MEETING

Next Committee Meeting, Monday, June 17, 2024, 9:00 am, City Hall T-1446

## OPEN FORUM/PUBLIC COMMENT

The meeting was adjourned at 11:05am.

*The City of San José is committed to open and honest government and strives to consistently meet the community's expectations by providing excellent service, in a positive and timely manner, and in the full view of the public.*

*The [Code of Conduct](#) is intended to promote open meetings that welcome debate of public policy issues being discussed by the City Council, their Committees, and City Boards and Commissions in an atmosphere of fairness, courtesy, and respect for differing points of view.*

*The Levine Act requires a Party in a Proceeding before the City of San José that involves any action related to their contract, license, permit, or use entitlement to disclose any campaign contributions to City elected or appointed officials totaling more than \$250 within the 12 months prior to the City decision. A Participant to a Proceeding may voluntarily report a campaign contribution. Please visit <https://www.sanjoseca.gov/your-government/appointees/city-clerk/levine-act> for updated forms and information.*

You may speak to the Committee about any discussion item that is on the agenda, and you may also speak during Public Comments on items that are not on the agenda and are within the subject matter jurisdiction of the Committee. Speakers using a translator will be given twice the time allotted to ensure non-English speakers receive the same opportunity to directly address the Committee, Board or Commission. Please be advised that, by law, the Committee is unable to discuss or take action on issues presented during Public Comments. Pursuant to Government Code Section 54954.2, no matter shall be acted upon by the Committee unless listed on the agenda, which has been posted not less than 72 hours prior to meeting.

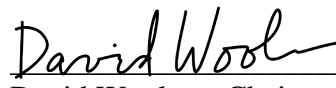
The Deferred Compensation Advisory Committee meets every quarter on the third Monday of the month at 9 a.m., with special meetings as necessary. Agendas, Staff Reports, and some associated documents for the Committee items may be viewed on the Internet at <https://www.sanjoseca.gov/your-government/departments-offices/human-resources/benefits/deferred-compensation-program/deferred-compensation-advisory-committee-952>. If you have any questions, please direct them to the Committee staff.

Correspondence to the Deferred Compensation Advisory Committee are public record and will become part of the City's electronic records, which are accessible through the City's website. Before posting online, the following may be redacted: addresses, email addresses, social security numbers, phone numbers, and signatures. However, please note: e-mail addresses, names, addresses, and other contact information are not required, but if included in any communication to the Deferred Compensation Advisory Committee, will become part of the public record. If you do not want your contact information included in the public record, please do not include that information in your communication.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the Human Resources Department, 200 East Santa Clara Street, 4<sup>th</sup> Floor, San José, California 95113, at the same time that the public records are distributed or made available to the legislative body. Any items posted on the Internet site or distributed in advance of the Committee meeting may not be the final documents approved by the Committee. Contact the Office of the City Clerk for the final document. On occasion the Committee may consider agenda items out of order.

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**Please direct correspondence and questions to:** City of San José- Human Resources  
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David Woolsey, Chair



