



**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.

Chair Julia Cooper called the meeting of the Deferred Compensation Advisory Committee to order at 9:05 a.m. on Monday June 19, 2017, City Hall, W-120.

Roll Call:

Julia Cooper, Chair	City Manager's Representative
Jamal Fontaine, Vice Chair*	Firefighter Representative
Donna Busse	Management Employees' Representative
Daniel Earl	Employees' Representative
Jon Reger	Employees' Representative
David Woolsey	Police Representative
Julie Edmond-Mares	City Manager's Representative

***Absent:**

Jamal Fontaine, Vice Chair	Firefighter Representative	Arrived 9:15am
----------------------------	----------------------------	----------------

Also Present:

Emily Hendon	Human Resources
Amy Morton	Human Resources
Olivia Aquino	Human Resources
Jennifer Ye	Finance Staff
Don Eibsen	Buck Consultants
Tyler Barondeau	Buck Consultants
Peter Ng	Voya
Yolanda Dominguez	Voya
Eric Leavitt	Empower Retirement
Stephanie Williams	Grant Thornton

1. APPROVAL OF MINUTES

*M.S.C. (Jon Reger/David Woolsey) approved the minutes for the Deferred Compensation Advisory Committee Meeting on March 20, 2016. Julia Cooper requested to update an incorrect header date and add additional info on items that the committee had to re-vote on.

To request an accommodation or alternative format for City-sponsored meetings, events or printed materials, please call Human Resources at 408-535-1285 as soon as possible, but at least three business days before the meeting/event.

NOTE: If you have any questions or concerns, please call Human Resources at (408) 535-1285.

200 East Santa Clara Street San José, CA 95113 fax (408) 999-0862 www.sanjoseca.gov



DISCUSSION/ACTION ITEMS

1. Discuss results of search by City's broker Arthur J. Gallagher & Co. Insurance Brokers for City's Fiduciary Liability Insurance carrier; review and approve the purchase of a fiduciary liability insurance policy from Hudson for the period July 1, 2017 to June 30, 2018; and provide other direction to staff—Stephanie Williams, Risk Manager for City of San José, presented the report.

***M.S.C.** (Donna Busse/Jon Reger) approved the purchase of a fiduciary liability insurance policy from Hudson for the period July 1, 2017 to June 30, 2018

2. Review, discuss and accept the Deferred Compensation Plans Third Quarter Financials for FY 2016-17—Jennifer Ye from the Finance Department presented the report.

***M.S.C.** (David Woolsey/Jon Reger) approved the Deferred Compensation Plans Third Quarter Financials for FY 2016-17. Julie Edmonds-Mares requested to add a line to the contribution graph in future reports to indicate the number of payrolls each measurement period.

3. Review and accept the extension of Buck's agreement through June 2020—Staff presented the memo.

***M.S.C.** (Donna Busse/Daniel Earl) approved the extension of Buck's agreement through June 2020 and increase the not to exceed amount on the contract.

4. Discuss and finalize attendance for the NAGDCA Conference September 17-20, 2017—Staff presented the memo and requested the DCAC to communicate interest in attendance to Amy Morton.

5. Program Review and acceptance of Investment Menu— Tyler Barondeau with Buck Consultants presented the report.

***M.S.C.** (Julie Edmonds-Mares/Daniel Earl) approved the current fund line-up and to review the options to streamline or change the fund line up at the March 2018 meeting.

6. Fiduciary Training—Don Eibsen with Buck Consultants presented the training. Julia Cooper requested that Staff review and report to DCAC regarding what responsibilities are delegated, to whom, where the delegation is outlined, and what insurance requirements the person or company is required to have. The report can be presented in conjunction with the annual review of the Investment Policy Statement.

7. Review and accept Watch List—No Report

8. Reconsideration of items from March 20, 2017 Committee meeting**:
 - a. Review and accept the Deferred Compensation Audit for FY 2015-16 prepared by Grant Thornton—Grace Martinez, Finance Department
 - b. Update on 2013 Deferred Compensation internal audit results and status—Staff



- c. Review, discuss, and accept the Deferred Compensation Budget and exhibits for Fiscal Year 2017-2018—Staff
- d. Review and accept update to the 2017 Investment Policy Statement—Don Eibsen, Buck Consultants

*M.S.C. (David Woolsey/Jon Reger) approved the four items above that required a re-vote.

9. Staff requested rescheduling of September meeting to September 26, 2017 in error. The September meeting is scheduled for September 18, 2017 with no conflict with NAGDCA conference.

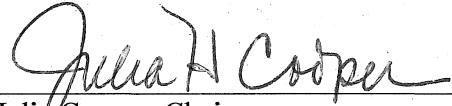
INFORMATIONAL ITEMS

10. Staff Update—Amy Morton reminded staff to complete the Ethics training and advised the committee that the Boards and Commissions Training scheduled in July is not required for DCAC members. Emily Hendon announced the departure of Joe Angelo, Director of Human Resources and Secretary to the DCAC. Staff was reminded to speak directly into the microphones and limit side conversations and shuffling of paper to ensure a clear recording.
11. Staff Stable Value Renewal Rate — Amy Morton presented the update; the renewal rate increased from 2.63% to 2.71%.
12. National Save for Retirement Plan — Amy Morton presented the plan to obtain a ceremonial proclamation in an October Council Meeting, plan a seminar in conjunction with retirement services, and promote the event with payroll and paper flyers.
13. Participant Beneficiary Campaign results—Bishop Bastien with Voya presented the data. The committee has requested Voya to breakdown the data by department to help future outreach.
14. Verbal update on Plan Document review—Amy Morton informed the committee that the City Attorney's Office is currently reviewing Buck's comments to the Plan Doc with outside tax council and hopes to present the proposed plan document to the DCAC and Council in the Fall.
15. Verbal update on Request for Proposal(RFP) for Investment Services and Recordkeeping—Amy Morton informed the committee that the RPF draft is being reviewed by Buck and Staff will send out e-mails to the committee with timelines and required commitment. David Woolsey and Donna Busse volunteered to participate. Julia Cooper requested that one member be from the Finance department.
16. Verbal update on the Deferred Compensation Plans Revenue Reimbursement Report for the period February 2017 to April 2017—Bishop Bastien from Voya presented the report.
17. Voya Portfolio Review January through March 2017—Bishop Bastien from Voya presented the report.



18. Verbal update - Socially Responsible Investment funds currently in the City's line-up and availability to add—Don Eibsen with Buck Consultants presented the report.
19. Legislative and Regulatory Update— Don Eibsen with Buck Consultants presented the report
20. Review Voya Monthly Activity Reports for February 2017, March 2017, and April 2017— Bishop Bastien from Voya presented the reports.
21. Update on YTD Fund Performance Summary— Bishop Bastien from Voya presented the report.

The meeting was adjourned at 10:42am.



Julia Cooper, Chair
Deferred Compensation Advisory Committee

