



DEFERRED COMPENSATION ADVISORY COMMITTEE SPECIAL MEETING

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

Roberto Peña called the meeting of the Deferred Compensation Advisory Committee to order at 9:01 a.m. on Monday, December 14, 2020, Teleconferenced via Zoom Meeting.

Roll Call:

Roberto Peña, Vice Chair	Management Employees' Representative
Jason Santos	Employees' Representative
David Woolsey	Police Representative
Jamal Fountaine	Firefighter Representative
Jaime Fonseca	Employees' Representative

Also Present:

Jennifer Schembri	Human Resources
Amy Morton	Human Resources
Melissa Lopez	Human Resources
Eric Lemon	Finance
Vicky Lu	Finance
Vincent Galindo	Hyas Group
Bishop Bastien	Voya
Nancy Agaiby	Voya
Michelle Stanford	Voya
Suzanne Hutchins	City Attorney
Maja Ben	Guest- Journalist

Absent:

Julia Cooper, Chair	City Manager's Representative
Lee Wilcox	City Manager's Representative

ANNOUNCEMENTS

APPROVAL OF MINUTES

1. [September 21, 2020](#)

***M.S.C.** (Jamal Fountaine/Jason Santos) approved the minutes for the Deferred Compensation Advisory Committee Meeting on September 21, 2020

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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



2. [November 6, 2020](#)

***M.S.C.** (Roberto Peña / Jaime Fonseca) approved the minutes for the Deferred Compensation Advisory Committee Meeting on November 6, 2020.

CONSENT CALENDAR

3. Update on [YTD Fund Performance](#) Summary
4. Review Voya Quarterly [Activity Report](#) for 3rd Quarter 2020

***M.S.C.** (Jaime Fonseca / Jason Santos) voted that no items were to be pulled for discussion.

INFORMATIONAL ITEMS

5. Staff Update—Amy Morton, Human Resources, informed the committee that HR staff is taking care of special catch ups for our participants and helping our participants max out their deferrals for the year.
6. Discussion of expiring terms of Committee members—Amy Morton, Human Resources, informed the committee that there are 3 seats expiring in March 2021. All three members confirmed they would be interested in continuing to serve, so Amy will coordinate associated union outreach to ensure the seats remain filled.
7. Stable Value Renewal Rate—Amy Morton, Human Resources, informed the committee that the crediting rate is decreasing from 2.16% to 2.03%.
8. Verbal Update on Regulatory and/or Legislative Items, including economic and market forecast update— Vincent Galindo, Hyas, provided a verbal report referring the first section of [Investment Performance Evaluation Report and Watch List](#).
9. Verbal update on the Deferred Compensation Plans [Revenue Reimbursement Report](#) for the period July 2020 to October 2020—Bishop Bastien, Voya, presented the report and Amy Morton, Human Resources, informed the committee that she will be working with Voya and Hyas to ensure our fees and expenses are aligned moving forward into the 21/2222 Fiscal year budget.
10. Review Voya's Annual [Participant Communication Review](#)—Bishop Bastien & Michelle Stanford, Voya, presented the report.

DISCUSSION/ACTION ITEMS

11. Review and accept the External [Financial Audit Report](#) for FY19-20 — Eric Lemon, Finance Department, presented the report.
***M.S.C.** (Jason Santos/Jaime Fonseca) accepted the report.
12. Review, discuss and accept the [Deferred Compensation Plans First Quarter Financials](#) for FY 2020-21—Eric Lemon, Finance Department, presented the report.
***M.S.C.** (Dave Woolsey/Jamal Fountaine) accepted the report.
13. Review [Matrix of Changes](#) and accept updated [Investment Policy for 2020](#) — Vincent Galindo, Hyas Group, presented the report.
***M.S.C.** (David Woolsey/Jason Santos) accepted the recommended Investment Policy for 2020.
14. Review and accept [Investment Performance Evaluation Report and Watch List](#) for Period ending October 31, 2020 — Vincent Galindo, Hyas Group, presented the report.
***M.S.C.** (David Woolsey/Jaime Fonseca) accepted the report and changes to Watch List.



15. Review, discuss, and accept [recommendation for Investment Fund Line-up](#). — Vincent Galindo, Hyas Group, presented the recommendations.
***M.S.C.** (David Woolsey/Roberto Peña) accepted the recommendations and requested Voya and Hyas strategize on the best timing for the approved fund changes.
16. Review and accept [optional SECURE Act provisions](#) — Vincent Galindo, Hyas Group, presented the recommendations.
***M.S.C.** (David Woolsey/Jamal Fontaine) accepted the recommendations to approve both optional provisions for the Voluntary 457 Plan.
17. Review and make a [recommendation on amendment](#) to allow for second general loans— Amy Morton, Human Resources, presented the recommendation.
***M.S.C.** (Roberto Peña/Jason Santos) accepted the recommendation.
18. Review and make a [recommendation](#) on the proposed amendments to the 457 and PTC Plans—Suzanne Hutchins, City Attorney’s Office, presented the recommendation.
- a. PTC Plan proposed [ordinance](#) and [Basic Plan Document](#)
 - b. 457 Plan proposed [ordinance](#) and [Basic Plan Document](#)
- ***M.S.C.** (Roberto Peña/Jaime Fonseca) approved the proposed recommendations.

NEXT MEETING

Next Committee Meeting, Monday, March 15, 2021, Location TBD, 9:00 a.m.

OPEN FORUM/PUBLIC COMMENT

The meeting was adjourned at 11:24 a.m.

Julia Cooper, Chair
Deferred Compensation Advisory Committee

