

VENTURA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION

BOARD OF RETIREMENT

PERSONNEL REVIEW COMMITTEE

August 4, 2014

AGENDA

PLACE: Ventura County Employees' Retirement Association
Second Floor Boardroom
1190 South Victoria Avenue
Ventura, CA 93003

TIME: 9:00 a.m.

ITEM:

I.	<u>CALL TO ORDER</u>	Page No.
II.	<u>APPROVAL OF AGENDA</u>	1
III.	<u>APPROVAL OF MINUTES</u>	
	A. Personnel Review Committee Meeting of June 6, 2014.	2 – 5
	B. Personnel Review Committee Meeting of July 11, 2014.	6 – 8
IV.	<u>NEW BUSINESS</u>	
	A. Chief Investment Officer Job Description & Recruitment.	
	B. Disability Retirement Processing & Staffing.	
V.	<u>PUBLIC COMMENT</u>	
VI.	<u>COMMITTEE MEMBER COMMENT</u>	
VII.	<u>ADJOURNMENT</u>	

VENTURA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION

BOARD OF RETIREMENT

PERSONNEL REVIEW COMMITTEE

June 6, 2014

MINUTES

DIRECTORS Will Hoag, Personnel Review Committee Chair, Alternate Retiree Member
PRESENT: Mike Sedell, Public Member
Chris Johnston, Alternate Employee Member

DIRECTORS None.
ABSENT:

STAFF Lori Nemiroff, Assistant County Counsel
PRESENT:

PLACE: Ventura County Employees' Retirement Association
Second Floor Boardroom
1190 South Victoria Avenue
Ventura, CA 93003

TIME: 9:00 a.m.

ITEM:

I. CALL TO ORDER

Chairman Hoag called the Personnel Review Committee meeting of August 4, 2014, to order at 9:00 a.m.

II. APPROVAL OF AGENDA

MOTION: Approve the Agenda.

Moved by Sedell, seconded by C. Johnston.

Vote: Motion carried.
Yes: C. Johnston, Sedell, Hoag.
No: -
Absent: -

III. APPROVAL OF MINUTES

- A. Personnel Review Committee Meeting of May 9, 2014.

MOTION: Approve the Minutes.

Moved by Sedell, seconded by C. Johnston.

Vote: Motion carried.

Yes: C. Johnston, Sedell, Hoag.

No: -

Absent: -

- B. Personnel Review Committee Meeting of May 19, 2014.

MOTION: Approve the Minutes.

Moved by C. Johnston, seconded by Sedell.

Vote: Motion carried.

Yes: C. Johnston, Sedell, Hoag.

No: -

Absent: -

III. NEW BUSINESS

- A. Review and Approval of Executive Search Firm Contract

MOTION: Authorize Chair, in consultation with Board Counsel, to approve final contract with CPS.

Moved by C. Johnston, seconded by Sedell.

Vote: Motion carried.

Yes: C. Johnston, Sedell, Hoag.

No: -

Absent: -

B. Review and Consideration of VCERA Staff Organizational Structure, Staffing, and Salaries, including Investment Officer Position.

MOTION: Recommend to the Board of Retirement that one additional position of Retirement Specialist be created in the Board budget.

Moved by Sedell, seconded by C. Johnston.

Vote: Motion carried.
Yes: C. Johnston, Sedell, Hoag.
No: -
Absent: -

MOTION: Board of Retirement will submit a letter to the Chief Executive Office requesting that the review of Operations Manager compensation and classification be expedited.

Moved by C. Johnston, seconded by Sedell.

Vote: Motion carried.
Yes: C. Johnston, Sedell, Hoag.
No: -
Absent: -

MOTION: Advise Board of Retirement that the Personnel Review Committee will continue to review VCERA staffing, salaries, and organizational structure, and make periodic recommendations to the Board as the committee believes are necessary.

Moved by C. Johnston, seconded by Sedell.

Vote: Motion carried.
Yes: C. Johnston, Sedell, Hoag.
No: -
Absent: -

Discussion followed regarding the establishment of an ad hoc committee on disability procedures.

IV. PUBLIC COMMENT

None.

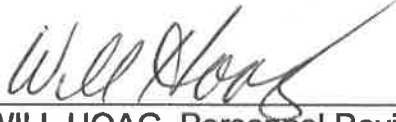
V. COMMITTEE MEMBER COMMENT

None.

VI. ADJOURNMENT

The meeting was adjourned at 10:43 a.m.

Approved,



WILL HOAG, Personnel Review Committee Chair

VENTURA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION

BOARD OF RETIREMENT

PERSONNEL REVIEW COMMITTEE

July 11, 2014

MINUTES

DIRECTORS Will Hoag, Personnel Review Committee Chair, Alternate Retiree Member
PRESENT: Mike Sedell, Public Member
Chris Johnston, Alternate Employee Member

DIRECTORS None.
ABSENT:

STAFF Lori Nemiroff, Assistant County Counsel
PRESENT:

PLACE: Ventura County Employees' Retirement Association
Second Floor Boardroom
1190 South Victoria Avenue
Ventura, CA 93003

TIME: 9:00 a.m.

ITEM:

I. CALL TO ORDER

Chairman Hoag called the Personnel Review Committee meeting of July 11, 2014, to order at 9:01 a.m.

II. APPROVAL OF AGENDA

MOTION: Approve the Agenda.

Moved by Sedell, seconded by C. Johnston.

Vote: Motion carried.
Yes: C. Johnston, Sedell, Hoag.
No: -
Absent: -

III. NEW BUSINESS

- A. Review and Approval of Retirement Administrator Recruitment Draft Brochure Text from CPS HR Consulting.

MOTION: Approve the Minutes.

Moved by C. Johnston, seconded by Sedell.

Vote: Motion carried.
Yes: C. Johnston, Sedell, Hoag.
No: -
Absent: -

III. OLD BUSINESS

- A. Continue Review and Consideration of VCERA Staff Organizational Structure, Staffing, and Salaries.

MOTION: Recommend to the Board of Retirement that:

- 1) One additional position of Benefits Manager be created in the Board budget.
- 2) Staff Services Manager III be reclassified to Program Management Analyst pending retitling by CAO-HR.
- 3) A Chief Investment Officer position be created in the Board budget.
- 4) Chief Executive Office provide written assurance of future parity of the Retirement Administrator and Assistant Chief Administrative Officer salaries.

Moved by Sedell, seconded by C. Johnston.

Vote: Motion carried.
Yes: C. Johnston, Sedell, Hoag.
No: -
Absent: -

IV. PUBLIC COMMENT

None.

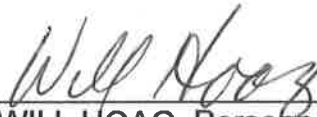
V. COMMITTEE MEMBER COMMENT

None.

VI. ADJOURNMENT

The meeting was adjourned at 10:20 a.m.

Approved,



WILL HOAG, Personnel Review Committee Chair