

VENTURA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION

BOARD OF RETIREMENT

DISABILITY MEETING

MARCH 12, 2018

MINUTES

DIRECTORS
PRESENT: Tracy Towner, Chair, Alternate Safety Employee Member
William W. Wilson, Vice Chair, Public Member
Steven Hintz, Treasurer-Tax Collector
Mike Sedell, Public Member
Robert Bianchi, Public Member
Maeve Fox, General Employee Member
Craig Winter, General Employee Member
Arthur E. Goulet, Retiree Member
Will Hoag, Alternate Retiree Member
Ed McCombs, Alternate Public Member

DIRECTORS
ABSENT: Peter C. Foy, Public Member
Chris Johnston, Safety Employee Member

STAFF
PRESENT: Linda Webb, Retirement Administrator
Lori Nemiroff, General Counsel
Henry Solis, Chief Financial Officer
Vickie Williams, Retirement Benefits Manager
Donna Edwards, Retirement Benefits Specialist
Stephanie Berkley, Retirement Benefit Specialist
Nancy Jensen, Retirement Benefit Specialist
Shalaine Nolan, Office Assistant III-C
Chris Ayala, Program Assistant

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

Chair Towner called the Disability Meeting of March 12, 2018, to order at 9:00 a.m.

II. APPROVAL OF AGENDA

After discussion by the Board, the following motion was made:

MOTION: Approve.

Moved by Goulet, seconded by Bianchi.

Vote: Motion carried

Yes: Bianchi, Fox, Goulet, Hintz, McCombs, Sedell, Towner, Wilson, Winter

No: -

Absent: Foy, Johnston

Abstain:

III. APPROVAL OF MINUTES

A. Business Meeting of February 26, 2018.

Trustee Goulet offered two corrections to the minutes. He noted two places where "board" should be capitalized, and an incorrect plural word. He also said the first part of his motion in Section "ii" it should have read, "(Lead) [auditor] be rotated every 2 years inclusive with any previous involvement, and every 2 years thereafter".

Trustee Sedell noted that the minutes had him listed as both "present" and "absent" rather than simply "absent".

After discussion by the Board, the following motion was made:

MOTION: Approve with Amendments.

Moved by Bianchi, seconded by McCombs.

Vote: Motion carried

Yes: Bianchi, Fox, Goulet, Hintz, McCombs, Towner, Wilson, Winter

No: -

Absent: Foy, Johnston

Abstain: Sedell

Trustee Sedell said that he abstained since he was not present at the Business Meeting of February 26, 2018.

IV. RECEIVE AND FILE PENDING DISABILITY APPLICATION STATUS REPORT

After discussion by the Board, the following motion was made:

MOTION: Approve.

Moved by Goulet, seconded by Sedell.

Vote: Motion carried

Yes: Bianchi, Fox, Goulet, Hintz, McCombs, Sedell, Towner, Wilson, Winter

No: -

Absent: Foy, Johnston

Abstain:

V. APPLICATIONS FOR DISABILITY RETIREMENT

A. Application for Service Connected Disability Retirement - Sulkowski, Stephen.; Case No. 13-030.

1. Application for Service Connected Disability Retirement, filed August 20, 2013.
2. Medical Analysis and Recommendation, including Supporting Medical Documentation, submitted by County of Ventura, Risk Management, in support of the Application for Service Connected Disability Retirement, dated February 28, 2018.
3. Hearing Notice, dated March 1, 2018.

Stephen D. Roberson, Attorney at Law, and Catherine Laveau were present on behalf of County of Ventura Risk Management. Laurence D. Grossman, Attorney at Law, was present on behalf of the applicant. The applicant, Stephen D. Sulkowski, was also present.

Both parties declined to make statements.

After discussion by the Board, the following motion was made:

MOTION: Approve Application for Service Connected Disability Retirement.

Moved by Goulet, seconded by Sedell.

Vote: Motion carried

Yes: Bianchi, Fox, Goulet, Hintz, McCombs, Sedell, Towner, Wilson, Winter

No: -

Absent: Foy, Johnston

Abstain:

Both parties agreed to waive preparation of findings of fact and conclusions of law.

B. Application for Service Connected Disability Retirement - Valencia, David A.; Case No. 16-040.

1. Application for Service Connected Disability Retirement, filed December 27, 2016.
2. Medical Analysis and Recommendation, including Supporting Medical Documentation, submitted by County of Ventura, Risk Management, in support of the Application for Service Connected Disability Retirement, dated February 19, 2018.
3. Hearing Notice, dated February 28, 2018.

Carol Kempner, Attorney at Law, was present on behalf of County of Ventura Risk Management. Ron Christiansen, Hearing Representative, was present on behalf of the applicant. The applicant, David A. Valencia, was also present.

Both parties declined to make statements.

After discussion by the Board, the following motion was made:

MOTION: Approve Application for Service Connected Disability Retirement.

Moved by Winter, seconded by Bianchi.

Vote: Motion carried

Yes: Bianchi, Fox, Goulet, Hintz, McCombs, Sedell, Towner, Wilson, Winter

No: -

Absent: Foy, Johnston

Abstain:

Both parties agreed to waive preparation of findings of fact and conclusions of law.

- C. Application for Non-Service Connected Disability Retirement - Welch, Tamara K.; Case No. 17-021;
- WHEN CONSIDERING THIS DISABILITY RETIREMENT APPLICATION, THE BOARD MAY ADJOURN TO CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957, IF DEEMED NECESSARY TO DISCUSS MEDICAL RECORDS WHICH HAVE BEEN WITHHELD FROM APPLICANT BASED ON PHYSICIAN RECOMMENDATION.**
1. Application for Non-Service Connected Disability Retirement, filed October 13, 2017.
 2. Medical Analysis and Recommendation, including Supporting Medical Documentation, submitted by County of Ventura, Risk Management, in support of the Application for Non-Service Connected Disability Retirement, dated February 20, 2018.

3. Hearing Notice, dated February 28, 2018.

Catherine Laveau was present on behalf of County of Ventura Risk Management. The applicant, Tamara K. Welch, was present.

Ms. Laveau declined to make a statement.

Trustee Goulet asked if there was language within Risk Management's analysis, regarding the tentative settlement to resolve a worker's compensation claim, that involved the applicant applying for a non-service connected disability application, without objection from Risk Management.

Ms. Laveau replied that there was no language in the settlement regarding her non-service connected disability application.

After discussion by the Board, the following motion was made:

MOTION: Approve Application for Non-Service Connected Disability Retirement.

Moved by Bianchi, seconded by Fox.

Vote: Motion carried

Yes: Bianchi, Fox, Hintz, McCombs, Sedell, Towner, Wilson, Winter

No: -

Absent: Foy, Johnston

Abstain: Goulet

Both parties agreed to waive preparation of findings of fact and conclusions of law.

D. Application for Service Connected Disability Retirement - Janeen R. Bittmann; Case No. 17-014.

1. Risk Management's Request for an Extension of time to submit Medical Analysis through June 4, 2018.
2. Hearing Notice, dated March 1, 2018.

Catherine Laveau was present on behalf of County of Ventura Risk Management. The applicant, Janeen R. Bittmann, was not present.

After discussion by the Board, the following motions was made:

MOTION: Approve the Request for Extension and Table the Item to the Disability Meeting of June 4, 2018.

Moved by Goulet, seconded by Winter.

Vote: Motion carried

Yes: Bianchi, Fox, Goulet, Hintz, McCombs, Sedell, Towner, Wilson, Winter

No: -

Absent: Foy, Johnston

Abstain:

VI. OLD BUSINESS

None.

VII. NEW BUSINESS

A. Recommendation to Approve the Proposed Senior Managers' Performance Evaluation Policy.

RECOMMENDED ACTION: Approve.

1. Letter from Trustee Hoag.
2. Senior Managers' Performance Evaluation Policy Proposed.
3. Senior Managers' Performance Evaluation Policy Proposed (Redline).

Trustee Hoag informed the Board that the Personnel Committee had proposed revisions to the *Retirement Administrator Performance Evaluation Policy* to include all three of the senior staff who report directly to the Board, and the new draft reflected removal of the evaluation form on the back pages, as several Trustees had expressed their difficulty in applying the narrow format of the form to all 3 senior staff members in the past.

Ms. Nemiroff reminded the Board that if they decided to grant any merit increases, then it would need to be re-agendized as a separate item apart from the closed session items, so that it could be heard in open session.

After discussion by the Board, the following motion was made:

MOTION: Approve the Proposed Senior Managers Performance Evaluation Policy.

Moved by Sedell, seconded by McCombs.

Vote: Motion carried

Yes: Bianchi, Fox, Goulet, Hintz, McCombs, Sedell, Towner, Wilson, Winter

No: -

Absent: Foy, Johnston

Abstain:

B. Recommendation to Approve CFO, Henry Solis to Attend the ILPA Level I Program – Introduction to Private Equity, Chicago, IL, June 20 – 22, 2018.

RECOMMENDED ACTION: Approve.

1. Staff Letter.
2. ILPA Level I – Private Equity Program Outline.

Staff addressed the relevance of this training to the C.F.O.'s duties on the accounting and operational side of private equity investment transactions.

After discussion by the Board, the following motion was made:

MOTION: Approve

Moved by Sedell, seconded by Bianchi.

Vote: Motion carried

Yes: Bianchi, Fox, Hintz, McCombs, Sedell, Towner, Wilson, Winter

No: -

Absent: Foy, Johnston

Abstain: Goulet

The Board Adjourned to Closed Session at 9:17 a.m.

VIII. CLOSED SESSION

- A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: Retirement Administrator
(Government Code section 54957(b)(1))
- B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: Chief Investment Officer
(Government Code section 54957(b)(1))
- C. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: General Counsel
(Government Code section 54957(b)(1))

Upon returning to Open Session, the Chairman announced that the Board had taken no reportable action.

IX. INFORMATIONAL

- A. SACRS 2018 Spring Conference Invitations.

X. PUBLIC COMMENT

None.

XI. STAFF COMMENT

None.

XII. BOARD MEMBER COMMENT

None.

XIII. ADJOURNMENT

The meeting was adjourned at 9:29 a.m.

Respectfully submitted,



LINDA WEBB, Retirement Administrator

Approved,



TRACY TOWNER, Chairman