

MARIN COUNTY DEFERRED COMPENSATION COMMITTEE

Marin County Civic Center
3501 Civic Center Drive
San Rafael, CA

Wednesday, December 3, 2014
10:00 A.M. – 11:30A.M.
County Counsel Conference Room
Room 275
Regular Meeting

MINUTES

1. Call to Order

The meeting was called to order at 10:05 a.m.

2. Roll Call:

Present: Roy Given, Director of Finance and Chair; Jeff Wickman, Retirement Administrator; Dan Eilerman, Assistant County Administrator; Scott Beseda, Marin Courts Representative; Stephen Raab, County Counsel Representative; Olga McKenna, Employee Representative; Cloanne DiGrazia, Retiree Representative

Shanea Thompson, MAPE Employee Representative - Phoned in at 10:10 a.m.

Others in attendance:

John Kendall, Western Region Managing Director, Nationwide; Ed Malone, Program Director, Nationwide; Jake O'Shaughnessy, Consultant, Arnerich Massena

Julie Bertone, Nationwide Strategic Account Manager/Marketing Specialist located in Nationwide's offices in Columbus, Ohio - Phoned in at 10:10 a.m.

Jim Lafoon, Sr. Retirement Specialist, Nationwide - Arrived at 10:45 p.m. after giving a Deferred Comp Workshop

3. Open Time for Public Comment

None

4. Approval of Minutes - Meeting of August 27, 2014 (Action)

MOTION by Olga McKenna to approve minutes of August 27, 2014

Second by Dan Eilerman

AYES:ALL

5. Nationwide Retirement Solutions Re-Launch Marketing Campaign

- John Kendall gave all in attendance a nine (9) page presentation packet on the **County of Marin and the Court Re-Launch Marketing Campaign** (see attached)
- Julie Bertone, Strategic Account Manager/Marketing Specialist for Nationwide reviewed the packet, explaining in detail, each of following aspects of the re-launch campaign:
 - 1) Overview
 - 2) Timeline
 - 3) Brochure
 - 4) Workshop Presentation
 - 5) Recorded Workshop Presentation
 - 6) Email Templates and Flyers
 - 7) Participant Re-Launch Letter
 - 8) 4th Quarter Participant Statement Article

6. Nationwide Retirement Solutions

Quarterly Performance Report QE 9/30/14:

- The asset distribution across the plans stayed at 42%
- Stable values were at 22%

Quarterly Update QE 9/30/14:

Ed Malone reported that there were 43 enrollments for the 3rd quarter, 10 transfers in, 12 workshops were given, a total of 16 attended the workshops. Ed also reported that Jim Lafoon has been getting a number of appointments to meet with him to go over their allocations. Ed stated that the participant's reaction to the changes in the funds has been low key.

John Kendall reported that all service level agreements were attained and no penalties were paid for the 3rd quarter.

7. Deferred Compensation Committee Matters

Review Statement of Investment Policies and Guidelines (Action) – Jake O'Shaughnessy, Arnerich Massena

- Jake O'Shaughnessy reported on the following updates, as of December 2014, to the Statement of Investment Policies and Guidelines:

1) Changed menu on Page 17 and Page 18 to reflect the current fund changes previously approved by the Committee

2) Highlighted **Investments** on Page 5 and placed an asterisk next to the funds that are only available in the pre-mixed portfolio, these changes were also previously approved by the Committee

- Jeff Wickman recommended that under **Investments**, on Page 5, line two, that we remove the word "long-term," it may not be everyone's long-term investment objective. With that recommendation a vote was taken.

MOTION by Jeff Wickman to approve the changes made to Page 5, including the removal of the word "long-term" on line two, and the changes on Page 17, and Page 18
Second by Dan Eilerman

AYES: ALL

8. Arnerich Massena & Associates

Quarterly Performance Report QE 9/30/14

- Jake O'Shaughnessy reviewed the Performance Report for QE 9/30/14 and noted the following:

Market Overview

US GDP growth was 4.6%

457 Plan

Very healthy growth in the plan, slightly above \$200 million

US Equities

Large Cap US Stocks (S&P 500) performed well and were up 8.3% year to date through September, while Small Cap US Stocks lagged and were down 4.4% during the same 9 months.

Status of Funds on Watch

- Alliance NFJ Small Cap Value Fund is performing well but recommend it be kept on watch. The fund has improved and is doing well.

Review of Nationwide Quarterly Fee Report and Service Level Report

- Arnerich and Massena has reviewed and is comfortable with the Nationwide Fee Report and the Service Level Report

9. Fiduciary Liability Insurance – Risk Management

- Roy Given reported that Risk Management has renewed the Fiduciary Liability Insurance for three (3) years

10. Items for Next Agenda:

- Review PIMCO Total Return

11. Upcoming Meetings:

- February 18, 2015 – 2:00PM to 3:30PM, Rm 275
- May 27, 2015 – 10:00AM to 11:30AM, Rm 275
- August 26, 2015 – 10:00AM to 11:30AM, Rm 275
- December 2, 2015 – 10:00AM to 11:30AM, Rm 275

12. Marin County 457 Deferred Compensation Plan Consulting Services Agreement (Action)

- Jake O'Shaughnessy and Nationwide representative excused themselves from the meeting
- Roy Given and the other Committee members discussed renewing the Marin County 457 Deferred Compensation Plan Consulting Services Agreement with Arnerich Massena & Associates.
- MOTION by Scott Beseda to renew the Marin County 457 Deferred Compensation Plan Consulting Services Agreement with Arnerich Massena & Associates for the next two (2) years.
Second by Olga McKenna
AYES: ALL

13. Adjournment: Meeting was adjourned at 11:25 a.m.