

**MENDOCINO COUNTY EMPLOYEES' RETIREMENT ASSOCIATION  
BOARD OF DIRECTORS MINUTES OF THE REGULAR MEETING,  
MAY 20, 2009 AT 8:30 AM,  
MENDOCINO COUNTY EMPLOYEES' RETIREMENT ASSOCIATION  
CONFERENCE ROOM, 625B KINGS CT., UKIAH, CA. 95482**

**1. CALL TO ORDER**

Chair Pearce called the meeting to order at 8:30 am.

Roll call was conducted with the following members present: Randy Goodman, Lloyd Weer, Bob Mirata, Shari Schapmire, Kendall Smith, Dr. Donald Coursey, Dennis Huey, Chair Tim Pearce presiding.

Also present: Tim Knudsen, Alternate Retirement Member; Sue Thornhill, Clerk to the Board and Jeanine Nadel, County Counsel.

**2. APPROVAL OF MINUTES**

Upon motion by Trustee Huey, seconded by Trustee Weer, and carried unanimously; IT IS ORDERED that the minutes of the April 15, 2009, Board meeting are approved.

**3. RETIREMENT ADMINISTRATOR'S REPORT**

**Presenter/s:** Jim Andersen referenced written information previously distributed to the Board regarding the progress being made on certain projects currently being addressed by staff.

- a. Mr. Andersen introduced Tim Garrison, Facility and Fleet Manager for the County of Mendocino, who has been assisting in the negotiation of the lease with the State of California Department of Rehabilitation.

Mr. Garrison reminded the Board the prior lease expired at the end of December 2008.

The State is requesting some cosmetic improvements such as paint and carpet. Mr. Garrison suggested the Board require the State to pay for half of the carpet and amortize the remaining amount over the life of the lease. Mr. Garrison also reported the State is requesting the Retirement System provide janitorial service and include the payment of all utilities in the rental agreement. The Board noted they will request to build in an inflation protection and "out clause" to protect the association against future costs increases.

After further discussion the Board asked Mr. Garrison to continue assisting with the lease negotiations. Mr. Garrison left the meeting at 8:55.

- b. Trustee Smith requested that a report from the Board members who attended the SACRS conference in May be placed on the agenda for the June meeting.
- c. Mr. Andersen asked Trustee Smith, as the representative of the Board of Supervisors, when the Board plans to make the appointment for the vacant seat on the Board of Retirement. Ms. Smith reported the appointment should be made at either the June 2<sup>nd</sup> or June 9<sup>th</sup> meeting.
- d. Mr. Andersen reported the Comprehensive Accounting Financial Report (CAFR) should be completed by the June 17 meeting.

**Presenter/s:** Sue Thornhill referenced written information previously distributed to the Board regarding withdrawals of contributions and billings for services and fees.

**Board Action:** Motion was made by Trustee Mirata, seconded by Trustee Smith to approve the Retirement Administrator's Report as presented. Motion carried unanimously.

#### **4. INVESTMENTS/FINANCIALS**

**Presenter/s:** Jim Andersen referenced written reports previously distributed to the Board including the preliminary financial statement for the period ending April 30, 2009.

**Presenter/s:** Jim Andersen referenced a written report previously distributed to the Board containing further financial information including advising the Board the value of the investments increased \$17.3 million in April 2009, and roughly \$22 million since the market bottomed out in February 2009.

**Board Action:** Motion made by Dennis Huey, seconded by Randy Goodman to approve the financial report as presented. Motion carried unanimously.

#### **Public Expression:**

Board heard public expression.

#### **5. HEALTH INSURANCE**

**Presenter/s:** Sue Thornhill presented the "Insurance Reserve Balance Report" which was distributed to the Board and the public at the beginning of the meeting.

## 6. MISCELLANEOUS

**Presenter/s:** Jim Andersen referenced written material previously distributed to the Board regarding the 2009-2010 fiscal year budget.

After lengthy discussion a motion was made by Trustee Smith and seconded by Trustee Weer, and carried unanimously; to accept the budget as presented with the understanding that a detailed narrative on each subject will be presented to the full Board at the June meeting and that the Board will consider action on an ad hoc committee in June for the purpose of providing direction on future budget policies, calendar and procedures.

## 7. 9:35 ENTERED INTO CLOSED SESSION

- a. Discussion and possible action on disability applications
- b. The Board conducted a 6 month evaluation of the Administrator, no action taken.

## 9:55 OUT OF CLOSED SESSION

### BOARD ACTION FROM CLOSED SESSION

- a. BAKER, JILL, filed 1/27/2008 for Service Connected Disability  
No action taken
- b. ELDER, COLONIE, filed 1/14/09 for Service Connected Disability  
No action taken
- c. HAMMER, LAWRENCE, filed 05/12/2008 for Service Connected Disability.  
No action taken
- d. HAMMER, MYRL, filed 06/26/08 for Non-Service Connected Disability  
**APPROVED**
- e. HARRISON, JAMES, filed 04/23/2009 for Service Connected Disability  
**TABLED**
- f. KOSKINEN, KIM, filed 10/15/2008 for Service Connected Disability  
No action taken
- f. LEHMAN, FLORENCE, filed 10/30/2007 for Service Connected Disability  
No action taken
- g. MEYER, SHARON, filed 5/12/2008 for Services Connected Disability  
No action taken
- h. ROBINOW, PAMELA, filed 4/28/2008 for Service Connected Disability  
No action taken
- i. STOVALL, LORENE, filed 5/01/2009 for Non-Service Connected Disability  
**APPROVED**
- j. WHITE, TAMMY (Brett), filed 11/09/2008 for Service Connected Disability

No action taken

**9:55 REPORT OUT FROM CLOSED SESSION**

It was reported that the applications for Myrl Hammer and Lorene Stovall were approved and the application for James Harrison was tabled for additional information.

There being no further business Chairman Pearce adjourned the meeting at 10:55 AM.

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Tim Pearce, Chair

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Susan Thornhill, Retirement Coordinator