



San Joaquin County Employees Retirement Association

MINUTES

**ADMINISTRATIVE COMMITTEE MEETING
SAN JOAQUIN COUNTY EMPLOYEES RETIREMENT ASSOCIATION
BOARD OF RETIREMENT
THURSDAY, JUNE 22, 2023
AT 10:03 AM**

Location: SJCERA Board Room, 6 S. El Dorado Street, Suite 400, Stockton, California

1.0 ROLL CALL

- 1.01 MEMBERS PRESENT:** Chanda Bassett, Phonxay Keokham and Jennifer Goodman presiding
MEMBERS ABSENT: Emily Nicholas
STAFF PRESENT: Chief Executive Officer Johanna Shick, Management Analyst III Greg Frank, Retirement Investment Officer Paris Ba, Financial Officer Carmen Murillo and Administrative Secretary Elaina Petersen
OTHERS PRESENT: Counsel Ashley Dunning

2.0 PUBLIC COMMENT

- 2.01** There was no public comment

3.0 CONSENT ITEMS

3.01 Board Policies and Charters Not Requiring Amendments

- 01 CEO Performance Review Charter
- 02 CEO Performance Review Policy

3.02 Board Policies Requiring Amendments

- 01 Cash Management and Liquidity Policy
 - a Cash Management and Liquidity Policy - Mark-up
 - b Cash Management and Liquidity Policy - Clean
- 02 Declining Employer Payroll Policy
 - a Declining Employer Payroll Policy - Mark-up
 - b Declining Employer Payroll Policy - Clean
- 03 Disability Retirement Policy and Procedure
 - a Disability Retirement Policy and Procedure - Mark-up
 - b Disability Retirement Policy and Procedure - Clean
- 04 Investment Manager Monitoring and Communications Policy
 - a Investment Manager Monitoring and Communications Policy - Mark-up
 - b Investment Manager Monitoring and Communications Policy - Clean
- 05 Investment Roles and Responsibilities Policy
 - a Investment Roles and Responsibilities Policy - Mark-up

- b Investment Roles and Responsibilities Policy - Clean
- 06 Placement Agent Information Disclosure Policy
 - a Placement Agent Information Disclosure Policy - Mark-up
 - b Placement Agent Information Disclosure Policy - Clean
- 07 Proxy Voting Policy
 - a Proxy Voting Policy - Mark-up
 - b Proxy Voting Policy - Clean

3.03 The Committee reviewed the items, provided edits to select policies, and voted unanimously (3-0) to recommend the Board of Retirement adopt the policies with revisions. (Motion: Bassett; Second: Keokham)

4.0 STATEMENT OF ECONOMIC INTEREST - SUMMARY REPORT

4.01 Summary of Sources of Income on Statements of Economic Interest (Form 700) Report

4.02 The committee received and filed report

5.0 COMMENTS

5.01 There were no comments from Members of the Committee

6.0 ADJOURNMENT

6.01 There being no further business, the meeting was adjourned at 10:26 a.m.

Respectfully Submitted:



Jennifer Goodman, Committee Chair
SJCERA Board of Retirement