

AGENDA

**CHAFFEY COMMUNITY COLLEGE DISTRICT
RETIREMENT BOARD OF AUTHORITY MEETING
MARCH 16, 2021
1:00 PM – 2:00 PM**

**CHAFFEY COMMUNITY COLLEGE DISTRICT
STUDENT SERVICES ADMINISTRATION
5885 HAVEN AVENUE
RANCHO CUCAMONGA, CA 91737**

Join Zoom Meeting

<https://zoom.us/j/93670529513?pwd=aC9vellxV0w3bmpWV21aZDIVZUVJUT09>

Meeting ID: 936 7052 9513

Passcode: 165019

I. CALL TO ORDER

II. ROLL CALL

RETIREMENT BOARD OF AUTHORITY (the “Board”) MEMBERS:

Associate Superintendent of Business Services & Economic Development
Executive Director Budgeting & Fiscal Services
Executive Director Business Services
Director, Human Resources
Internal Auditor

Lisa Bailey
Anita D. Undercoffer
Kim Erickson
Susan Hardie
Patrick Cabildo

PROGRAM COORDINATOR:

Keenan Financial Services
Keenan Financial Services

Roslyn Washington
Kristin Cooper

CONSULTANTS:

Benefit Trust Company (BTC)
Morgan Stanley (MS)

Scott Rankin
Cary Allison

OTHERS

None

III. PUBLIC COMMENTS

**Information
2020/2021-001**

The public may address the Retirement Board of Authority on any matter pertaining to the Agency that is not on the agenda. The Chair reserves the right to limit the time of presentations by individual or topic.

IV. APPROVAL OF AGENDA

Action
2020/2021-002

The Retirement Board of Authority retains the right to change the order in which agenda items are discussed. Subject to review by the Retirement Board of Authority the agenda is to be approved as presented. Items may be deleted or added for discussion only according to G.C. Section 54954.2.

PUBLIC COMMENTS:

BOARD CONSIDERATION:

V. APPROVAL OF MINUTES

Action
2020/2021-003

The Retirement Board of Authority will review the minutes from the previous meeting on **April 15, 2020** for any adjustments and adoption.

PUBLIC COMMENTS:

BOARD CONSIDERATION:

VI. INVESTMENTS

PORTFOLIO PERFORMANCE REVIEW

Action
2020/2021-004

Morgan Stanley (MS) will review the overall performance of the District's Public Entity Investment Trust portfolio.

PUBLIC COMMENTS:

BOARD CONSIDERATION:

MARKET OVERVIEW

Information
2020/2021-005

Morgan Stanley (MS) will provide an overview of the actions of the global capital markets since the last Retirement Board of Authority meeting.

PUBLIC COMMENTS:

BOARD CONSIDERATION:

INVESTMENT POLICY STATEMENT REVIEW

Action
2020/2021-006

The Retirement Board of Authority shall, with the assistance of Benefit Trust Company (BTC) and Morgan Stanley (MS), review the Investment Policy Statement setting forth the investment objectives for the Trust. Key to this process is a review of the Board's time horizon for investment, short-term liquidity needs, attitudes, as well as the capacity to accept investment risk as measured through the completion of a **Risk Tolerance Questionnaire**, the expected rate of return of the Board taking into account the discount rate and assumptions contained in the most recent Actuarial Valuation Study, as well as any other information the Board Members feel pertinent to the discussion.

PUBLIC COMMENTS:

BOARD CONSIDERATION:

VII. ADMINISTRATION

DISBURSEMENT REPORT

Action
2020/2021-007

The Retirement Board of Authority members will acknowledge and ratify all reasonable expenses associated with GASB Statement 74/75 compliance duties and the management/operational functions of the District's Public Entity Investment Trust.

PUBLIC COMMENTS:

BOARD CONSIDERATIONS:

ANNUAL REPORTING ON THE STATUS OF THE TRUST

Information
2020/2021-008

California Government Code 53216.4 requires an annual reporting of the funds held in the Investment Trust to participants and their beneficiaries. The Retirement Board of Authority shall ratify annual reporting on the status of the Investment Trust to the District's OPEB Plan beneficiaries for fiscal year ending on June 30, 2020.

PUBLIC COMMENTS:

BOARD CONSIDERATION:

UPDATES TO THE COMPREHENSIVE COMPLIANCE PLAN INCLUDING THE "SUBSTANTIVE PLAN"

Information
2020/2021-009

Updating the "Substantive Plan" is a dynamic process that requires an annual review to incorporate modifications to program provisions or changes to cost arrangements. The Retirement Board of Authority will review updates to the "Substantive Plan" for the fiscal year ending June 30, 2020.

PUBLIC COMMENTS:

BOARD CONSIDERATION:

INDEPENDENT AUDIT REVIEW

Information
2020/2021-010

The district has provided an overview of the Annual Budget/Independent Audit report of the for fiscal year ending June 30, 2020.

PUBLIC COMMENTS:

BOARD CONSIDERATION:

ACTUARIAL VALUATION STUDY UPDATE

Information
2020/2021-011

The District's current Actuarial Valuation Study has an effective date of **April 27, 2020**. The Retirement Board of Authority membership shall review the actuarial assumptions and metrics of the new Actuarial Valuation Report and consider actuarial changes deriving from recently issued GASB standards.

PUBLIC COMMENTS:

BOARD CONSIDERATION:

TRANSFER OF ASSETS INTO THE TRUST

**Information
2020/2021-012**

The District's asset transfers into the Investment Trust may require a tailored funding procedure. To meet the possible tailored funding procedure, the Retirement Board of Authority (RBOA) will discuss any recent transfers into the Investment Trust and provide timing and asset transfer schedules related to the District's Actuarially Determined Contribution (ADC) and Pay-As-You-Go funding strategies.

PUBLIC COMMENTS:

BOARD CONSIDERATION:

IX. INFORMATION

RETIREMENT BOARD OF AUTHORITY COMMENTS

**Information
2020/2021-013**

Each member of the Retirement Board of Authority may report about various matters involving the Authority. There will be no Authority discussion except to ask questions, and no action will be taken unless listed on a subsequent agenda.

PROGRAM COORDINATOR/CONSULTANT COMMENTS

**Information
2020/2021-014**

The Program Coordinator and Consultants will report to the Retirement Board of Authority about various matters involving the Authority. There will be no Authority discussion except to ask questions, and no action will be taken unless listed on a subsequent agenda.

X. DATE, TIME AND AGENDA ITEMS FOR NEXT MEETING

**Information
2020/2021-015**

Board members and visitors may suggest items for consideration at the next Retirement Board of Authority meeting.

XI. ADJOURNMENT

Americans with Disabilities Act: Chaffey Community College District Retirement Board of Authority conforms to the protections and prohibitions contained in Section 202 of the Americans with Disabilities Act of 1990 and the federal rules and regulations adopted in implementation thereof. A request for disability-related modifications or accommodation, in order to participate in a public meeting of the Chaffey Community College District Retirement Board of Authority, shall be made to: Lisa Bailey, Associate Superintendent of Business Services and Economic Development, Chaffey Community College District, 5885 Haven Avenue, Rancho Cucamonga, CA 91737.