

MINUTES

CHAFFEY COMMUNITY COLLEGE DISTRICT RETIREMENT BOARD OF AUTHORITY MEETING

March 18, 2025
10:00 AM–11:00 AM

I. CALL TO ORDER

1. The meeting was called to order at 10:03 AM by Roslyn Washington.

II. ROLL CALL

All Retirement Board of Authority (RBOA) members were present, except Susan Hardie, Director, Human Resources, and Lisa Bailey, Associate Superintendent of Business Services & Economic Development

Patrick Cabildo, Executive Director, Business & Fiscal Services

Heather Decauwer, Director of Budgeting and Grant Compliance

Tim Dominguez, Internal Auditor

1. **All Coordinators/Consultants were present:**

Roslyn Washington, Assistant Vice President, Keenan Financial Services

Justin Rich, Sales Executive, Keenan Financial Services

Scott Rankin, Senior Vice President, Benefit Trust Company

Mark Payne, Morgan Stanley, Investment Consultant to BTC

2. **Guests:**

None

III. PUBLIC COMMENTS

1. There were no public comments.
2. This item is information only.

IV. APPROVAL OF AGENDA

1. Heather Decauwer Moved to approve the agenda with a change; Motion was seconded by Tim Dominguez and was unanimously approved by all the Retirement Board of Authority members present.
2. Item 004 Portfolio Performance Review to be changed to an information item.

V. APPROVAL OF MINUTES

1. Patrick Cabildo Moved to approve the Minutes from March 12, 2024, as presented; Motion was seconded by Heather Decauwer and was unanimously approved by all the Retirement Board of Authority members present.

VI. INVESTMENTS

1. **Portfolio Performance Review**

- a. Scott Rankin of Benefit Trust Company reviewed the performance of the Trust's accounts as of March 31, 2025.

b. The Portfolio Value as of **March 31, 2025**, was **\$20,722,495.68**.

Time weighted return net of fees

Month to Date	Quarter to Date	Year to Date	Latest 1 Year	Annualized latest 3 Year	Annualized latest 5 Year	Annualized Inception to Date
-1.54	1.29	1.29	5.67	2.47	6.67	4.27

- c. The Portfolio Value as of **March 17, 2025**, was **\$20,814,650.10**.
- d. You are currently in a 50/50 Equities and Fixed Income split.
- e. This item is for information only.

2. Market Overview

Economy:

- Despite the Federal Reserve cutting interest rates in late 2024, yields moved higher as expectations lowered on the pace of rate cutting in 2025
- The market is pricing in 1-2 rate cuts for 2025
- Higher than expected inflation readings also caused the Federal Reserve to reconsider their rate cutting pace

Capital Markets:

- International Equities and Emerging Market valuations are inexpensive both historically and relative to US Equities
- After a strong two-year run, the Magnificent 7 looks poised to mean revert and track more closely with broader US Equities
- Morgan Stanley Global Investment Office is still pricing in 10-15% in earnings growth for 2025
- Fixed Income remains attractive compared to Equities with the equity risk premium sitting one standard deviation below historical averages
- Despite Fixed Income’s poor performance in the final quarter of 2024, yields sit at attractive levels

3. Investment Policy Statement Review

- a. Scott Rankin presented the Investment Policy Statement to the Board of Authority. Benefit Trust Company does not have any recommended changes at this time.
- b. Patrick Cabildo let the consultants know that there are no planned withdrawals this year.
- c. Heather Decauwer moved to reaffirm the IPS; Motion was seconded by Tim Dominguez and unanimously approved by all board members present.

VII. ADMINISTRATION

1. Disbursement Report

- a. Roslyn Washington presented a Trust Disbursement Report reflecting fiduciary withdrawals and fees paid to Keenan and BTC for their services for the period March 2024 – May 2025.
- b. This item is for information only.

2. Annual Reporting on the Status of the Trust

- a. Roslyn Washington presented the Annual Report on the Status of the Trust confirming the report has been placed on the district website.
- b. This item is information only.

3. Updates to the Comprehensive Compliance Plan, including the “Substantive Plan”

- a. Roslyn Washington presented the RBOA with the signed OPEB Questionnaire.
- b. The questionnaire, completed by Patrick Cabildo, shows no changes to the retiree health benefits offered during fiscal year 2023/2024.
- c. The information was updated in the Substantive Plan and a new E-Library was received by the district to retain for records.
- d. This is information only.

4. Independent Audit Review

- a. The Retirement Board of Authority discussed the most recent independent auditor’s report Fiscal Year End 2024.
- b. This was a clean report with no findings.
- c. This item is information only.

5. Actuarial Valuation Study Update

- a. Actuarial Valuation Study has an effective date of **February 3, 2025**.
- b. The 2025 report shows a Total OPEB Liability of \$16,876,156 and a Fiduciary Net Position of \$19,796,851 leaving a Total Net Liability of -\$2,920,695.
- c. This item is information only.

6. Transfer of Assets into the Trust

- a. The district is in a good financial position and are fully funded.
There may be a deposit into the Pension Stabilization Trust (PST) account this year.
- b. This item is information only.

VIII. INFORMATION

1. Retirement Board of Authority Comments

- a. No Comments.
- b. This is information only.

2. Program Coordinator/Consultant Comments

- a. No Comments.
- b. This is information only.

IX. DATE, TIME AND AGENDA ITEMS FOR NEXT MEETING

- a. Tuesday, March 18, 2026, 10:00 AM-11:00 AM
- b. This is information only.

X. ADJOURNMENT

- a. Roslyn Washington adjourned the meeting at 10:39 AM.