

**BOARD OF RETIREMENT  
FRESNO COUNTY EMPLOYEES' RETIREMENT ASSOCIATION**

*"Our mission is to administer the retirement benefits for the members and beneficiaries in a prudent, accurate, timely and cost-effective manner, while administering fund assets in a manner that achieves investment and funding objectives within prudent levels of risk"*

**January 20, 2016**

**BOARD CONSULTANTS EVALUATION COMMITTEE MEETING AGENDA MINUTES**

**Committee Members Present:**

Laura P. Basua                      Greg Baxter                      Robert Dowell                      Eulalio Gomez

**Committee Members Absent:**

None.

**Staff and Service Providers Present:**

Donald Kendig, Retirement Administrator  
Becky Van Wyk, Assistant Retirement Administrator  
Elizabeth Avalos, Executive Assistant

**Members of the Public that Addressed the Board:**

None were present.

**1. Call to Order**

Chair Baxter called the meeting to order at 11:15 AM.

**2. Pledge of Allegiance**

Recited.

**3. Public Comment**

None.

**4. Discussion**

- A. Consider Evaluation Timeline and Criteria for Evaluation of Prior Year Performance for the General Investment Consultant, Fiduciary Counsel, and Actuary – **APPROVED**

Donald Kendig, Retirement Administrator, opened discussions with a brief overview of the proposed evaluation forms and tabulation sheet.

It was noted that Staff utilized the BCEC Charter language for the basic review criteria and broke out components into separate questions. Leadership was translated to proactivity. Staff recommended distributing the General Investment Consultant evaluation form to the Administrator for Verus, and both the Fiduciary Counsel and Actuary evaluation forms to the Administrator and Assistant Administrator for Reed Smith and Segal Consulting.

Discussions ensued regarding the various components of the evaluation forms and recommendations were made to add a question about the usefulness and practicality of the by the General Investment Consultant and Actuary.

**A motion was made by Committee Member Gomez, seconded by Committee Member Dowell, to approve the evaluation forms as amended and tabulation sheet for each with direction to Staff to carry out the evaluation process as outlined in the below timeline, distributing the evaluation forms as recommended, as to include proposed staff. VOTE: Unanimous**

Timeline:

February 17, 2016 -	Deadline for Trustees and selected Staff to return evaluation forms.
March 2, 2016 -	BCEC meeting to review the draft evaluation reports.
April 20, 2016 -	Proposed evaluation reports reviewed by the full Board.
May 4, 2016 -	Final reports provided to the full Board and mailed to the Consultants.

- B. Set next meeting date as March 2, 2016, immediately following the Regular meeting.

The Committee Members set the next meeting for March 2, 2016, immediately following the Regular meeting.

There being no further business, the meeting adjourned at 11:31 AM.

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Donald C. Kendig, CPA  
Secretary to the Board