

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

"Our mission is to provide secure retirement benefits and quality service to our members and beneficiaries while investing the assets of the plan within prudent levels of risk."

February 16, 2022

**PERSONNEL COMMITTEE MEETING
ACTION SUMMARY MINUTES**

[AN AUDIO RECORDING OF THE OPEN SESSION DISCUSSION ITEMS CAN BE FOUND ON THE FCERA WEBSITE AT WWW.FRESNOCOUNTYRETIREMENT.ORG](http://WWW.FRESNOCOUNTYRETIREMENT.ORG)

Committee Members Present:

Laura Basua
Stanley McDivitt
Doug Papagni
Riley Talford

Committee Members Absent:

None

Staff and Service Providers Present:

Donald Kendig, Retirement Administrator
Elizabeth Avalos, Executive Assistant
Ken Price, Board Counsel

Members of the Public that Addressed the Board:

None

1. CALL TO ORDER

Chair McDivitt called the meeting to order at 10:35 AM.

2. PUBLIC COMMENT

None

3. **DISCUSSION**

A. Consideration of the Review Process and Criteria for the Administrator’s Annual Review

PRESENTED AND DISCUSSED. AN OPPORTUNITY WAS PROVIDED FOR PUBLIC COMMENT. A MOTION WAS MADE BY TRUSTEE TALFORD, SECONDED BY TRUSTEE BASUA, TO APPROVE THE RETIREMENT ADMINISTRATOR EMPLOYEE PERFORMANCE EVALUATION (EPE) FORM AS MODIFIED FOR COMMITTEE DIRECTED CHANGES; TO DISTRIBUTE THE APPROVED EPE FORM AT THE MARCH 2, 2022 BOARD MEETING WITH A RETURN DATE OF MARCH 16, 2022; AND TO PLACE A CLOSED SESSION ITEM ON THE APRIL 20, 2022 REGULAR BOARD MEETING FOR THE BOARD TO DISCUSS THE EVALUATIONS RECEIVED AND FORMULATE A CONSOLIDATED EPE FOR THE CHAIRS OF THE BOARD AND THE COMMITTEE TO DELIVER AND DISCUSS WITH RETIREMENT ADMINISTRATOR. ROLL CALL VOTE: YES – BASUA, MCDIVITT, PAPAGNI, TALFORD. MOTION PASSED.

4. **NEXT MEETING DATE**

A. Schedule next meeting

The Committee schedule the next meeting for April 6, 2022 immediately following the Regular Board meeting.

There being no further business, the meeting adjourned at 11:05 AM.

Donald C. Kendig, CPA
Secretary to the Board