

**DEFINED CONTRIBUTION PLANS  
COMMITTEE**

Jason Bader  
Stacy Hussey  
Leslie Wisniewski  
Janice Conerly-Coleman  
Roxanne Dilley  
Mick Boyd  
Murray Levison

**COMMITTEE STAFF**

Samantha Wallace, Committee Secretary  
Jeffrey Massey, Senior Deputy City Attorney  
Kristina Byrd, Staff

**Meeting Minutes**  
**Defined Contribution Plans  
Committee**

City Hall, Historic Hearing Room 915 I Street

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Department of Human Resources  
(916) 808-5731

**Wednesday, July 17, 2019**  
**10:00 a.m.**

**Open Session**

**Roll Call**

**The meeting was called to order by Chair Levison at 10:00 a.m.**

**Present:** Murray Levison, Stacy Hussey, Leslie Wisniewski, Janice Conerly-Coleman, Roxanne Dilley, and Mick Boyd.

**Absent:** Jason Bader

**Public Comments – Matters Not on the Agenda**

**None**

**Consent Calendar Estimated time: 5 minutes**

All items listed under Consent Calendar are considered and acted upon by one Motion. Anyone may request an item be removed for separate consideration.

**1. Defined Contribution Plans Committee Minutes**

Motion **passed** approving Committee minutes from April 3, 2019, meeting, with an amendment to reflect Murray Levison was not present for consent calendar vote.

**Action:** Moved/Seconded Mick Boyd/Stacy Hussey

**Yes:** Stacy Hussey, Janice Conerly-Coleman, Roxanne Dilley, Mick Boyd, Murray Levison

**No:** None

**Abstain:** Leslie Wisniewski

**Contact:** Samantha Wallace, Human Resources Manager, (916) 808-7657, Department of Human Resources

**Discussion Calendar      Estimated time: 1 hour 30 minutes**

Discussion Calendar items include an oral presentation including those recommending “receive and file.”

**2. Retirement Plans Consulting Services Request for Proposals**  
**No action was taken.**

**Contact:** Samantha Wallace, Human Resources Manager, (916) 808-7657, Department of Human Resources

**3. Revisions to Nationwide Retirement Solutions Performance Guarantees**  
**Motion **passed** recommending staff proceed with revising Nationwide Retirement Solutions’ performance guarantees for individual meetings and group meetings in Section 7 of the City’s 457(b) plan Scope of Services document.**

**Action:** Moved/Seconded Leslie Wisniewski/Stacy Hussey

**Yes:** Stacy Hussey, Janice Conerly-Coleman, Roxanne Dilley, Mick Boyd, Leslie Wisniewski

**No:** Murray Levison

**Contact:** Samantha Wallace, Human Resources Manager, (916) 808-7657, Department of Human Resources

**4. Defined Contribution Plans Administrative Fees**  
**No action was taken.**

**Contact:** Samantha Wallace, Human Resources Manager, (916) 808-7657, Department of Human Resources

**Member Comments-Ideas, Questions and Meeting/Conference Reports**

Janice Conerly-Coleman inquired about participants paying off 457(b) or 401(a) loans sooner than originally scheduled. Nationwide commented participants can call the Nationwide home office to make additional payments.

Chair Levison inquired about the City’s NAGDCA membership, inquired about the City’s Request for Proposals process, and commented the City may need to conduct a Request for Proposals for the 457(b) and 401(a) plans by March 2020.

**Meeting adjourned at 11:36 a.m.**

Respectfully submitted:

Samantha Wallace, Human Resources Manager  
Department of Human Resources

Approved by:

Murray Levison, Chair  
Defined Contribution Plans Committee