

**OPEB (Other Post Employment Benefits)  
BOARD OF TRUSTEES**

**Minutes**

**February 4, 2016 at 9:00 a.m.**

**Washoe County Administrative Complex  
Comptroller's Large Conference Room  
Building D, 2<sup>nd</sup> Floor**

**1001 East 9th Street - Reno, Nevada 89512**

**MEMBERS**

John Sherman – Chair  
Joey Orduna Hastings – Vice-chair  
Darrell Craig – Trustee

**1. CALL TO ORDER AND ROLL CALL [Non-action item]**

Chair Sherman called the meeting to order at 9:10 a.m. A quorum was established.

**PRESENT:** Darrell Craig, Joey Orduna Hasting and John Sherman.

**ABSENT:** None.

Dania Reid – Deputy District Attorney, was also present.

**2. PUBLIC COMMENT [Non-action item]**

There were no public comments.

Chair Sherman reordered the agenda taking item 7 first.

**7. REVIEW AND DISCUSSION OF APPOINTMENT HISTORY OF TRUSTEES SHERMAN AND CRAIG [Non-action item] Taken out of agenda order**

Chair Sherman referred to the Trust Document dated 2011 and other materials pertinent to OPEB (Other Post Employment Benefits). Chair Sherman specifically drew attention to Page 21 and Trustees, dates and terms of appointment. Chair Sherman noted that he had been appointed to replace Bill Barron who had resigned. Chair Sherman question whether his appointment had been for the remainder of that term or a full four (4) year term.

Dania Reid – Deputy District Attorney, explained that Chair Sherman could seek a retroactive reappointment and opined that it would be best if Chair Sherman turned the meeting gavel to the Vice-chair to avoid potential issues with any action that OPEB might take if Chair Sherman continued to serve as the Chair.

Chair Sherman turned the meeting gavel to Vice-chair Hasting and stated he would remain as a member of the public.

Mary Solorzano - Accounting Manager, commented that Mr. Sherman had requested this item for the agenda and that a comprehensive review of member terms had been completed. Staff will be more proactive in monitoring terms in the future.

Member Craig commented that other boards allow a member to continue after their term expires until a replacement is appointed.

Ms. Solorzano commented that the Trust Document is controlled by the BCC (Board of County Commissioners) and that a request will be presented to the Washoe County Manager's Office to perhaps modify the Trust document and either reappoint Mr. Sherman or his replacement.

Responding to Vice-chair Hastings' request for guidance, Dania Reid – Deputy District Attorney, opined that the balance of the agenda could be continued to the next meeting as long as the board is of the opinion that no prejudice or detriment would result from the continuance.

Ms. Solorzano asked that the past meeting minutes be approved and noted that remaining agenda items could be continued until the next meeting, in her opinion, without issue.

A consensus was reached to continue the remaining agenda items once the meeting minutes were approved.

**3. APPROVAL OF JULY 23 AND OCTOBER 22, 2015, MEETING MINUTES** [For possible action]

*It was moved by Member Craig, seconded by Vice-chair Hastings, to approve the July 23, and October 22, 2015, meeting minutes as submitted.*

There were no public comments.

*The motion carried: Member Craig and Vice-chair Hasting assenting; and one position vacant.*

**4. REVIEW AND APPROVE YEAR-TO-DATE ADMINISTRATIVE EXPENDITURES AND REQUESTED REIMBURSEMENTS TO EMPLOYERS THROUGH DECEMBER 31, 2015** [For possible action]

**5. ACKNOWLEDGE RECEIPT OF INTERIM FINANCIAL STATES FOR THE PERIOD ENDING DECEMBER 31, 2015** [For possible action]

**6. DISCUSSION AND POSSIBLE ACTION: REVISIT PROPOSED CASH TRANSFER TIMING TO THE NEVADA RETIREE BENEFITS TRUST FUND** [For possible action]

*It was moved by Vice-chair Hasting, seconded by Member Craig, to continue agenda items 4, 5 and 6 until a future meeting.*

There were no public comments.

*The motion carried: Member Craig and Vice-chair Hastings assenting; and one position vacant.*

**8. REVIEW AND DISCUSSION OF ADMINISTRATIVE RULES AND PROCEDURES OF THE WASHOE COUNTY OPEB (Other Post Employment Benefits) TRUST FUND** [Non-action item]

Mary Solorzano - Accounting Manager, asked for guidance on how the Trustees would like to proceed as the auditor has not yet completed the previous years' audit. The letter of engagement must be finalized before the next regular OPEB meeting. Ms. Solorzano suggested that there be

some discussion of a modification to the Trustees document to provide some flexibility on the letter of engagement due date.

Dania Reid – Deputy District Attorney, noted that the use of the word “shall” indicates a definite direction that does not allow flexibility. Therefore, it may be prudent to modify the language to provide some flexibility to the timeline.

Ms. Solorzano suggested a special meeting so that the letter of engagement can be authorized.

Staff will contact members to determine a viable meeting date.

Vice-chair Hastings noted that no action is needed as this is a non-action item.

During the discussion it was suggested that perhaps the board could authorize the Chair or Vice-chair to sign the letter of engagement.

Dania Reid – Deputy District Attorney, commented that she would review the Trust document and procedures.

**9. UPDATE ON REGULATORY ITEMS PERTINENT TO THE WASHOE COUNTY, NEVADA OPEB (Other Post Employment Benefits) TRUST [Non-action item]**

John Sherman provided an overview on the Committee on Local Government Finance meeting about amending the Nevada Administrative Code regarding certain matters pertaining to OPEB Trust funds. Mr. Sherman explained that the Nevada Administrative Code was amended to clarify that only trusts having in excess of \$100-million in funds may invest in equity securities outside the Retiree Benefits Investment Fund, with approval by the Committee on Local Government Finance. Additionally, the Nevada Administrative Code was clarified so that OPEB Trust with fund balances in excess of \$100-million, such as Washoe County, and only invests in the Retiree Benefits Investment Fund need only have three (3) board members and not a five (5) member board.

**10. TRUSTEE’S/STAFF ANNOUNCEMENTS, REQUESTS FOR INFORMATION AND SELECTION OF TOPICS FOR FUTURE AGENDAS STATEMENTS RELATING TO ITEMS NO ON THE AGENA AND ANY IDEAS OR SUGGESTIONS FOR GREATER EFFICIENCY, COST EFFECTIVNESS AND INNOVATION IN PROVIDING FOR THE BENEFITS OF WASHOE COUNTY, NEVADA OPEB (Other Post Employment Benefits) TRUST PARTICIPANTS IN ACCORDANCE WITH THE BENEFIT PLANS (Non-action item) – No Discussion on this item will take place among Trustees**

Mary Solorzano commented that TMFPD (Truckee Meadows Fire Protection District) and SFPD (Sierra Fire Protection District) have asked legal counsel to move forward with a full consolidation of the two departments as a single entity and is expected to be completed by June 30, 2016. One of the issues is how the two OPEB plans will be consolidated into the single entity. Staff has prepared a presentation for consideration by the BCC (Board of County Commissioners). It is anticipated that the presentation will be made at one of the March BCC meeting. It is hoped that it can be completed before a special March OPEB meeting is scheduled.

**11. PUBLIC COMMENTS** [Non-action item]

John Sherman asked that the Trustee's consider a relevant point, in his opinion, in having the Trust audited annually to provide assurance of the accuracy for the request for reimbursement of premiums and suggested a future agenda item to discuss that issue.

**12. ADJOURNMENT** [Non-action item]

Vice-chair Hastings adjourned the meeting at 9:45 a.m.

**AS APPROVED BY THE OPEB (Other Post Employment Benefits) IN SESSION ON MARCH 10, 2016.**