

WASHOE COUNTY DEFERRED COMPENSATION COMMITTEE
MEETING MINUTES

Wednesday, May 10, 2023

COMMITTEE MEMBERS

Kendra Materasso (Judicial/Probation/Chairman)
Justin Norton (WCEA/Vice-Chair)
Cathy Hill (Management/Secretary/Treasurer)
Darrell Craig (WCEA)
Jason Leshar (WCSDA)
Lisa Gianoli (Retiree)
Trevor Solano (WCSDA Alternate)
Russell Morgan (Management Alternate)

SUPPORT STAFF

Ashley Berrington, Human Resources
Kristie Harmon, Human Resources
Chaz Lehman, DA
Trent Ross, DA

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1. Call to order and roll call. 2:03pm Quorum Complete.
 2. Public comment. No action will be taken upon a matter raised under this portion of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken. The Committee may ask that a matter be listed on a future agenda during the public comment periods or during the following item: "Comments by the Committee or staff members." Comments shall be limited to two minutes in duration. Persons may not allocate unused time to other speakers. None
 3. Approve February 8, 2023, meeting minutes. For possible action. Darrell Craig moved to approve the meeting minutes as written, Jason Leshar Seconded. Motion passed unanimously.
 4. Presentation and possible discussion on Treasurer's report reviewing the Deferred Compensation Administrative Fund. No action. No Action
 5. Discussion and possible action regarding Committee members participating in the National Association of Government Defined Contribution Administrator's annual conference, in-person or virtually, held this year from October 8-11, in Seattle, WA. For possible action. Darrell Craig motions to allow any committee member, or their alternate, and 1 Committee HR staff member may attend the conference. Darrell Craig moved to approve; Cathy Hill seconded. Motion passed unanimously.
 6. Update and discussion regarding progress of outside counsel's review and production of custom Washoe County Deferred Compensation 457(b) and 401(a) Plan Documents based on current plan design and the addition of an in-service ROTH conversion plan provision for the 457(b). No Action. Draft was received from Groom Law, Ashley is reviewing with Kristie Harmon and will confer with Mike Fleiner and Bishop Bastien. The Plan Document needs to be complete and approved by the BCC prior to the end of the calendar year. This item was requested to be carried over to the next DCC meeting on August 9th, 2023.
 7. Update, discussion, and possible action regarding progress of AndCo's benchmarking survey and subsequent negotiations with Voya Financial for a new Plan Administrative Services Agreement effective June 1, 2024. For possible action. Mike Fleiner has received the preliminary responses for benchmark survey. He has some follow up with questions and notes. There are two (2) vendors up for serious consideration, Voya and one other. Committee is agreeable to have the materials

posted with the August agenda and Ashley will send via email to the Committee as soon as they have been publicly posted. No action taken.

8. Discussion and possible action regarding the Deferred Compensation Plan's Automatic Enrollment and Automatic Escalation Programs, to include discussion on increasing participation to all new County employees and including discussion and possible action to change the default investment fund of the Program from the Voya Fixed Account to the appropriate Target Date Fund. For possible action. Jason Leshar noted the Committee cannot implement autoenrollment for all associations but stated he spoke with the Presidents of associations that currently have autoenrollment and those that do are in favor of changing to the default fund to the appropriate Target Date Fund. Discussion clarified that current participants that were auto enrolled will remain in the Voya Fixed Account. Only newly eligible participants to the autoenrollment program will have their contributions default to the appropriate Target Date Funds. Bishop further clarifies that the Target Date Fund will be determined by the participant's date of birth, anticipating retirement at age 65. Voya requests 90-days for implementation. Jason Leshar motioned; Justin Norton seconded. Motion passes unanimously.
9. Review, discussion, and possible actions regarding option provisions of the SECURE Act 2.0 to include whether the County 457(b) Plan will allow participants to self-certify that the distribution is on account of an eligible hardship/emergency, not in excess of the amount needed, and no alternative means to satisfy need and whether the County 457(b) Plan may permit participants to change their contribution election at any time by eliminating the "first day of the month" requirement. For possible action. Bishop states that Committee can opt to change the process of hardship/emergency withdrawal to allow participants to self-certify or continue the process of having Voya certify the request. The Committee determines no change is necessary and Voya can continue to certify. As for the "first day of the month" rule, no change is needed. No action taken.
10. Review of Voya's account service objectives for the most recent quarter. No action Bishop Bastien with Voya reviewed the Q1 account service objectives and plan metrics noting an increase in participants invested in the Voya Fixed Account. Luis Guzman provided a summary of communications sent to participants and their engagement rates. Bishop spoke on Tom Verducci's activities and availability to participants. Bishop also made the Committee aware of the Secure Act 2.0 provision that is being monitored which requires participants earning \$145k or more to make any catch-up contributions to a ROTH account instead of the option to make those contributions on a pre-tax basis. Voya and Washoe County payroll will need to work together to establish eligibility and identify affected participants.
11. Update, discussion and possible action regarding campaign and communication strategies provided by or presented by Voya to participants, both active and retired, as it relates to the participants' beneficiary, eligible employee engagement and other Committee initiatives. For possible action. Ashley states that Luis reviewed past communications and planned Q3 initiatives in Item #10 of the agenda; but is looking for direction on Q4 based on the discussions, such as diversification. Justin would like to see a communication targeting those under 40. No action taken.
12. Review and discussion of Voya Financial's security addendum and cyber security practices. No action. Charles Griffin with Voya provided a presentation of Voya's cyber security practices to the Committee. No action taken.
13. AndCo's report and presentation regarding fund performance update for the most recent quarter, and possible recommendation, discussion, and action to change investment fund lineup. For possible action. Mike Fleiner reviewed fund performance noting that the Feds raising interest rates

and fighting inflation and banking failures have been impacting the market; one fund on guarded status, the Hartford Midcap Fund but Q1 performance shows improvement. Also briefly reviewed fiduciary responsibility. No action taken.

14. Comments by Committee or staff members (This item is limited to announcements or topics, or issues proposed for future workshops or agendas, No discussion or action. Ashley announces that Lisa Gianoli's 2-year appointment to the Committee has expired and will be up for discussion/reappointment or a new retiree member appointment at the next meeting on August 9, 2023. Ashley also notes that Darryl and Justin are expiring in November and she will reach out to WCEA regarding those appointments.
15. Public comment. No action will be taken upon a matter raised under this portion of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken. The Committee may ask that a matter be listed on a future agenda during the public comment periods or during the following item: "Comments by the Committee or staff members." Comments shall be limited to two minutes in duration. Persons may not allocate unused time to other speakers. No action
16. Adjournment. Adjourned at 4:04 pm