

**SAN MATEO COUNTY  
DEFERRED COMPENSATION COMMITTEE  
SPECIAL MEETING AGENDA  
DECEMBER 14, 2017, 3:00pm-5:00pm  
455 COUNTY CENTER, 4<sup>th</sup> Floor- Room 405**

| Committee Members  | Appointed As...          |
|--------------------|--------------------------|
| Donna Vaillancourt | Human Resources Director |
| Joe Demeo          | Tax Collector-Treasurer  |
| Bridget Love       | Non-Management Appointee |
| Andy Armando       | Non-Management Appointee |
| Steve Perry        | Non-Management Appointee |
| David Whisman      | Non-Management Appointee |
| Lilibeth Dames     | Management Appointee     |
| Michael Wentworth  | Management Appointee     |
| Vacancy            | Management Appointee     |

| Staff  | MassMutual   | SST Benefits                 |
|--|--|------------------------------|
| Lisa Okada<br>Marife Viola<br>Jay Castellano | Bob Gleason<br>Patrick Washington<br>Jeff Blanchard (by phone) | Bill Tugaw<br>Paul Hackleman |

**CALL TO ORDER**

1. Review and Approve Minutes of May 18, 2017 Regular Meeting
  - May 18, 2017
  - August 17, 2017
  - November 2, 2017
  
2. Review and Approve the Following Items from the August 17, 2017 Meeting (no quorum)
  - Quarterly Investment Review
  - Actions Regarding Rollovers
  - Quarterly Plan Summary
  - 2016-17 Deferred Compensation Committee Year-End Report
  - MassMutual Education Plan
  
3. Review and Approve the Following Items from the November 2, 2017 Meeting (no quorum)
  - Financial Soundings Strategy



- Approval of Investment Policy Statement and Education Policy Statement
- Accept 2018 Meeting Dates

**ACTION/DECISION ITEMS**

4. Discuss and Approve Provider Performance Standards / Penalties
5. Discuss and Approve Financial Soundings Strategy (NFP / SST / MassMutual)
6. Discuss and Approve SST/NFP Annual Investment Review Recommendations (NFP / SST)
7. Review and Approve 2018 Education Plan for Participants and Committee (All)

**INFORMATIONAL ITEMS**

8. Update on Participants in Default Investments (County)
9. Update on Rollover Information in SamCERA Packets (County Staff)
10. Update on Committee Vacancy—Management Appointee (County Staff)
11. Other Issues

**FUTURE DISCUSSION ITEMS**

- February 15: Discussion and Development of a Fee Policy Statement (SST)
- February 15: Discuss Potential Changes to Target-Date Fund Glide Path (SST/NFP)
- May 24: Review and Approval of Fund Balance Policy (County Staff)
- May 24: Review and Approval of Reserve Policy (County Staff)

**RECURRING QUARTERLY AGENDA ITEMS**

|  |   |
|--|---|
| <p><b>February 15, 2018</b></p> <ul style="list-style-type: none"> <li>• MassMutual Quarterly Plan Review</li> <li>• MassMutual Quarterly Investment Review</li> <li>• Final Education Plan for Committee and Participants</li> <li>• Plan Document Review</li> <li>• Fit Analysis</li> <li>• Potential Changes to TDF Glide Path</li> <li>• Fee Policy Statement</li> </ul>                 | <p><b>August 23, 2018</b></p> <ul style="list-style-type: none"> <li>• MassMutual Quarterly Plan Review</li> <li>• MassMutual Quarterly Investment Review</li> <li>• Committee Year-End Report</li> <li>• Discussion of Survey Topics</li> <li>• Education Policy Review</li> </ul>   |
| <p><b>May 24, 2018</b></p> <ul style="list-style-type: none"> <li>• Mass Mutual Annual Plan Review</li> <li>• MassMutual Quarterly Investment Review</li> <li>• Plan Summary Information</li> <li>• Finalize NAGDCA conference attendees</li> <li>• Provider Performance Review</li> <li>• Budget / Workplan</li> <li>• Fund Balance Policy</li> <li>• Approval of Reserve Policy</li> </ul> | <p><b>November 1, 2018</b></p> <ul style="list-style-type: none"> <li>• MassMutual Quarterly Plan Review</li> <li>• SST Annual Investment Review</li> <li>• Investment Policy Review</li> <li>• 2019 Education Plan for Participants</li> <li>• 2019 Education Plan for Committee</li> <li>• 2019 Meeting Dates</li> <li>• NAGDCA Highlights</li> </ul> |

