

**VENTURA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION**

**BOARD OF RETIREMENT**

**DISABILITY MEETING**

**June 3, 2013**

**MINUTES**

**DIRECTORS** William W. Wilson, Chair, Public Member  
**PRESENT:** Tracy Towner, Vice Chair, Safety Employee Member  
Steven Hintz, Treasurer-Tax Collector  
Peter C. Foy, Public Member  
Tom Johnston, General Employee Member  
Deanna McCormick, General Employee Member  
Arthur E. Goulet, Retiree Member  
Chris Johnston, Alternate Safety Employee Member  
Will Hoag, Alternate Retiree Member

**DIRECTORS** Joseph Henderson, Public Member  
**ABSENT:** Mike Sedell, Public Member

**STAFF** Donald C. Kendig, Retirement Administrator  
**PRESENT:** Henry Solis, Chief Financial Officer  
Lori Nemiroff, Assistant County Counsel  
Glenda Jackson, Program Assistant  
Angie Tolentino, Retirement Benefits Specialist

**PLACE:** Ventura County Employees' Retirement Association  
Second Floor Boardroom  
1190 South Victoria Avenue  
Ventura, CA 93003

**TIME:** 9:00 a.m.

**ITEM:**

**I. INTRODUCTION OF MEETING**

Chairman Wilson called the Disability Meeting of June 3, 2013, to order at 9:00 a.m.

II. APPROVAL OF AGENDA

Staff noted that Agenda item VII.A. Review and Adoption of the Fiscal Year 2013-14 Proposed Budget had been updated and the green budget pages were on top of the Trustee folders.

MOTION: Judge Hintz moved, seconded by Mr. Goulet, to approve the Agenda with the noted updates.

Motion passed unanimously. Mr. Henderson and Mr. Sedell absent.

III. APPROVAL OF MINUTES

A. Business Meeting of May 20, 2013.

MOTION: Mr. Goulet moved, seconded by Judge Hintz, to approve the Minutes.

Motion passed unanimously. Mr. Henderson and Mr. Sedell absent.

IV. PENDING DISABILITY APPLICATION STATUS REPORT

MOTION: Judge Hintz moved, seconded by Mr. T. Johnston, to receive and file the pending disability application status report.

Motion passed unanimously. Mr. Henderson and Mr. Sedell absent.

V. APPLICATIONS FOR DISABILITY RETIREMENT

A. Application for Service Connected Disability Retirement; Wayne Maynard; Case No. 10-039.

1. Application for Service Connected Disability Retirement and Supporting Documentation.

2. Hearing Notice.

Paul Hilbun was present representing the County of Ventura Risk Management. Anthony R. Strauss, Attorney at Law, was present representing the applicant. The applicant, Wayne Maynard, was present.

After statements by both parties, during which Mr. Strauss informed the Board that Mr. Maynard's catheter ablation was unsuccessful and he continues to suffer atrial fibrulation incidents, the following motion was made:

MOTION: Mr. Goulet moved, seconded by Mr. C. Johnston, to grant a service connected disability retirement.

**V. APPLICATIONS FOR DISABILITY RETIREMENT (continued)**

- A. Application for Service Connected Disability Retirement; Wayne Maynard; Case No. 10-039. (continued)

Motion passed unanimously. Mr. Henderson and Mr. Sedell absent. Mr. C. Johnston voting in the case of a firefighter retirement per Government Code Section 31520.1(b).

The parties agreed to waive preparation of findings of fact and conclusions of law.

**VI. OLD BUSINESS**

- A. Disability Process Review and Educational Presentation.

1. Review and Approval of the Updated Proposed Application Packet for Disability Retirement.

Annette Paladino provided a presentation on the updated application packet for disability retirement.

After discussion by the Board and Staff, the following motion was made:

MOTION: Mr. Goulet moved, seconded by Judge Hintz, to adopt the updated proposed application packet for disability retirement as modified for the addition of "current permanent" before "assignment" in two places on the cover page and the modification of the authorization revocation paragraph on page 19 of the packet with verbiage to be approved by Board Counsel.

Motion passed unanimously. Mr. Henderson and Mr. Sedell absent.

Mr. Goulet requested that the application be made available online as a "fillable pdf."

The Board directed staff to make the form electronically fillable and post it on the VCERA website noting the office phone number to call with any questions. Members will be encouraged to make an appointment for counseling and this packet will be differentiated from the service retirement application packet.

VI. OLD BUSINESS (continued)

A. Disability Process Review and Educational Presentation.

2. Receive and File the Disability Retirement 101: Legal Standards Presentation (30 minutes).

Annette Paladino provided a presentation on Legal Standards.

No action taken.

3. Disability Procedures Proposals.

- a. Review and Approval of the Independent Medical Examination (IME) Cover Letter Template.

After discussion by the Board and Staff, the following motion was made:

MOTION: Judge Hintz moved, seconded by Ms. McCormick, to approve the IME cover letter template and requested that Risk Management use all, or applicable portions, of the template in their IME process.

Motion passed unanimously. Mr. Henderson and Mr. Sedell absent.

After further discussion, the following motion was made:

MOTION: Mr. Goulet moved, seconded by Ms. McCormick, to direct Risk Management to report back which parts of the IME cover letter template they are using.

Motion passed unanimously. Mr. Henderson and Mr. Sedell absent.

- a. Review and Approval of the Board Report Template.

After discussion by the Board and Staff, the following motion was made:

MOTION: Judge Hintz moved, seconded by Ms. McCormick, to approve the recommended Board Letter Template as amended for the striking of "Confidential" from the page footers and deletion of the Deputy County Counsel signature line on the last page of the template, Master Page Number 335.

Motion passed unanimously. Mr. Henderson and Mr. Sedell absent.

Angie Tolentino left the meeting.

VII. NEW BUSINESS

Henry Solis entered the meeting deliberations.

A. Review and Adoption of the Fiscal Year 2013-14 Proposed Budget.

1. 2013-14 Proposed Budget Schedules.

Henry Solis, Chief Financial Officer, provided an overview of the proposed budget to the Board.

After discussion by the Board and Staff, the following motion was made:

MOTION: Mr. T. Johnston moved, seconded by Ms. McCormick, to approve and adopt the Fiscal Year 2013-14 Proposed Budget along with the five budget enhancement requests.

Motion passed unanimously. Mr. Henderson and Mr. Sedell absent.

Staff will return with a final budget document on June 17 for the Board to receive and file with corrections noted by staff and format changes requested by the Board, along with a Budget Policy.

B. Set Dates and Designate Participants for Fall Due Diligence Planning.

After discussion, the Chair designated Mr. Towner and Chair Wilson, with Ms. McCormick as an alternate, to participate in the due diligence trip with site visit dates of either October 9 or 10 and a return date of October 11.

Staff will also check with Hewitt EnnisKnupp to determine if Walter Scott is proposed for consolidation.

C. Review and Approval of Request to Attend SACRS Public Pension Investment Management Program 2013.

After discussion, the following motion was made:

MOTION: Judge Hintz moved, seconded by Mr. Towner, to authorize the attendance of Mr. Goulet, Mr. T. Johnston and Ms. McCormick at the SACRS Public Pension Investment Management Program 2013 in Berkeley, CA, from July 28 – July 31.

Motion passed unanimously. Mr. Henderson and Mr. Sedell absent.

VII. NEW BUSINESS (continued)

D. 2013 SACRS Spring Conference Oral Reports.

The Board discussed the SACRS Spring Conference.

No action taken.

VIII. PUBLIC COMMENT

Staff reported that the Ad Hoc RFP Committee would meet ten minutes after the adjournment of the Disability meeting and that there would likely be an extension of the finals presentations to the September 9 Disability meeting in order to provide more time for submission review and due diligence. Mr. Goulet added that finalists would not be selected at this meeting.

IX. BOARD MEMBER COMMENT

None.

X. ADJOURNMENT

The meeting was adjourned at 12:21 p.m.

Respectfully submitted,



---

DONALD C. KENDIG, Retirement Administrator

Approved,



---

WILLIAM W. WILSON, Chairman