



Inter Office Memo

DEPARTMENT OF
PERSONNEL SERVICES

ITEM 8

DATE: February 25, 2016

TO: Deferred Compensation Management Council

FROM: Hollis Magill, Principal Personnel Analyst

SUBJECT: On-site and Off-site Training Opportunities

Background

At the August 27, 2015 Deferred Compensation Management Council meeting, your Council approved a schedule of on-site trainings. The first training, Fiduciary Responsibilities, was completed at a special meeting on January 11, 2016. In addition, your Council directed staff to schedule a presentation from Cathe Tocher, Chief Investment Officer and Sr. Vice President of Segregated Funds for Great-West Financial, to provide information regarding the County of Fresno Stable Value Fund.

Your Council also sent two (2) members of staff (Hollis Magill, Principal Personnel Analyst and David Joseph, Personnel Analyst) to the 2015 National Association of Governmental Defined Contribution Administrators (NAGDCA) conference and requested that Heintzberger-Payne Advisors attend the 2015 Pensions & Investments conference.

Issue

In a separate item on today's agenda, staff and Heintzberger-Payne Advisors will provide a brief verbal report on the NAGDCA and Pensions & Investments conferences. In addition, staff has updated the list of education and training opportunities previously approved by your Council to include the presentation by Ms. Tocher.

The revised training list and schedule is below. Attachment A includes a brief summary of each proposed on-site training topic, as well as a timeline to provide the trainings. At this time, the agendas for the 2016 NAGDCA and Pensions & Investments conferences are not available.

On-Site Trainings (Please see Attachment A for additional information)

1. Fiduciary Responsibilities – **Completed January 11, 2016**
2. Stable Value Fund, presented by Cathe Tocher – **May16, 2016 Special Meeting**
3. Target Retirement Date Investments – **Fall 2016 Special Meeting**
4. Managed Account Services – **Separate item on a regular 2017 Council Meeting**
5. Income-for-Life Products – **Spring 2017 Special Meeting**

Off-Site Trainings

1. 2016 NAGDCA Conference, September 18-21 in Denver, CO
2. 2016 Pensions & Investments Defined Contribution Conference, October 23-25 in San Diego, CA

Costs

There are no additional costs to the Deferred Compensation Plan to provide the on-site trainings. Off-site trainings require the use of discretionary funds for travel and registration costs. It is estimated that the cost per person to attend the NAGDCA conference will be \$3,200 - \$3,500 (this also includes individual registration fees and the County's annual membership fee), while the cost per person to attend the Pensions & Investments Conference is \$1,500 - \$1,700.

Please note that the proposed FY 2016-17 Deferred Compensation Plan Budget (Item 10 on today's agenda) includes \$7,000 for costs associated with two (2) people attending the 2016 NAGDCA conference. Should your Council elect to send two (2) people to the NAGDCA conference and one (1) or more people to the Pensions & Investments conference, the NAGDCA budget would need to be adjusted to incorporate the additional costs.

Recommended Action

Approve the schedule of on-site trainings in Attachment A as recommended or with modifications.

Options for Consideration

1. **Send one (1) or more interested members of your Council and/or staff to the 2016 NAGDCA Conference.**
2. **Send one (1) or more interested members of your Council and/or staff to the 2016 Pensions & Investments Conference.**

ITEM 8 – ATTACHMENT A

Proposed Schedule for On-Site Training Opportunities

Topic	Proposed Timeframe
Fiduciary Responsibilities	<u>Completed January 11, 2016</u>
Stable Value Fund Investment Policy	A special meeting May 16, 2016.
Target Retirement Date Investments	A special meeting in the Fall of 2016.
Managed Account Services	A regular Council meeting in 2017.
Income-for-Life Products	A special meeting in the Spring of 2017.

Description of Proposed On-Site Training Opportunities

Topic:	Stable Value Fund Investment Policy
Duration:	60 Minutes
Description:	Discussion of the Stable Value Fund, presented by Cathe Tocher, Chief Investment Officer and Sr. Vice President of Segregated Funds for Great-West Financial

Topic:	Target Retirement Date Investments
Duration:	60 Minutes
Description:	The presentation will: a) introduce Council Members to the universe of target date funds; b) discuss the differences between custom vs. product solutions; and c) summarize the different variables used in constructing target date glide paths.

Topic:	Managed Account Services
Duration:	30-45 Minutes
Description:	The presentation compares industry-leading providers of managed account services (such as Nationwide's ProAccount service) based on service offerings and portfolio construction methodologies.

Topic:	Income-for-Life Products
Duration:	60 Minutes
Description:	Income-for-Life products are similar to annuities; the presentation summarizes vendor solutions in the market place and discusses the due-diligence fiduciaries should consider in their evaluation process.