

**SONOMA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION  
ADMINISTRATIVE-BENEFITS COMMITTEE MEETING MINUTES**

Wednesday, August 14, 2024

2:34 p.m.

Presiding: Bob Williamson, Chair

Present: Trustees Neil Baker (Alternate Retiree), Travis Balzarini (Vice Chair), Chris Coursey, Mark Walsh, and Brian Williams; Chief Executive Officer Julie Wyne, Assistant CEO/Chief Legal Counsel Cristina Hess, and Administrative Aide Julia Smith

Present via

Zoom: Department Analyst Rebecca Gay and various members of the public including Shaun DuFosee, who provided public comment

Committee members are Neil Baker (Alternate), Travis Balzarini, Chris Coursey, Mark Walsh, Brian Williams, and Bob Williamson

Public comments were solicited prior to the meeting by emailing [Rebecca.Gay@sonoma-county.org](mailto:Rebecca.Gay@sonoma-county.org). Members of the public that joined the meeting via Zoom were provided opportunity to submit live public comment for each agenda item after the Committee and staff provided their comments.

I. MINUTES APPROVAL

Approval of the April 9, 2024, Minutes

**Recommendation:** Approve the April 9, 2024, Minutes.

A motion was made by Trustee Walsh, seconded by Trustee Balzarini, to approve the April 9, 2024, meeting minutes. The motion carried 5-0-0-0 with voting as follows:

Mr. Balzarini	Aye
Mr. Coursey	Aye
Mr. Walsh	Aye
Mr. Williams	Aye
Mr. Williamson	Aye

II. BENEFITS/OPERATIONS TOPICS

A. COLA Policy Amendments

CEO Julie Wyne described the proposed amendments to the COLA Policy noting that the intent of the amendments was to restore the collaboration that used to take place between the County of Sonoma and SCERA annually to determine whether and how a COLA could be recommended by SCERA and granted by the Board of Supervisors.

Trustees noted that the policy amendments detail the independent responsibilities of each entity as it relates to the analysis that is set to take place at the beginning of each calendar year. Retiree Shaun DuFoose asked for clarification of Section III, subsection B's reference to CEO in the last sentence and Ms. Wyne indicated she would add "SCERA" to make it clearer.

**Recommendation:** Recommend approval of the COLA Policy Amendments to the full Board.

A motion was made by Trustee Coursey, seconded by Trustee Balzarini, to approve of the COLA Policy amendments with clarifying language added to Section III, subsection B, to the full Board. The motion carried 5-0-0-0 with voting as follows:

Mr. Balzarini	Aye
Mr. Coursey	Aye
Mr. Walsh	Aye
Mr. Williams	Aye
Mr. Williamson	Aye

B. Discussion – Accessing SCERA Documents

After discussion the Committee agreed to establish an Ad hoc Committee consisting of Trustees Baker, Balzarini and Walsh to look at access to SCERA's business records, both for use by Trustees as a reference and by members of the public.

III. GENERAL DISCUSSION MATTERS

Opportunity was given to advise the Administrative-Benefits Committee of new matters and for Committee members to ask questions for clarification, provide information to staff, request staff to report back on a matter, or direct staff to place a matter on a subsequent agenda.

Trustee Walsh thanked the Ad hoc COLA Committee for their hard work in bringing the COLA Policy amendments forward.

IV. PUBLIC COMMENT

Opportunity was given for public comment on non-agenda items within the jurisdiction of the Administrative-Benefits Committee.

There were no additional public comments.

V. NEXT MEETING

TBD

VI. ADJOURNMENT

With no further business to conduct, the meeting adjourned at 3:37 p.m.

VII. APPROVAL

The above minutes from the August 14, 2024, Administrative Benefits Committee meeting were approved at the Administrative Benefits Committee meeting on September 30, 2024.

BOB WILLIAMSON, CHAIR