

VEBA ADVISORY COMMITTEE **REGULAR MEETING**

For information about this meeting, contact the Human Resources Department; by phone (408) 535-1285 or email HRbenefits@sanjoseca.gov.

Staff called the meeting of the VEBA Advisory Committee to order at 1:05 pm on Monday, March 18, 2024, Hybrid Meeting: City Hall T-401 and presenters via Zoom.

Roll Call:

David Parker, Chair	Employees' Representative
Elsa Cordova, Vice-Chair	City Manager's Representative
Pablo Polidoro	Firefighter Representative
Nick Rovetto	Employees' Representative
Sebastian Wisniewski*	Police Representative

*Committee Member Sebastian Wisniewski was present via Zoom but did not actively participate.

Also Present:

Amy Morton	Human Resources
Joseph Rois	City Auditors Office
Kevin Cardema	Finance
Vicky Szeto	Finance
Bishop Bastien	Voya
Vincent Galindo	Hyas Group

ANNOUNCEMENTS

APPROVAL OF MINUTES

1. [September 20, 2023](#)

*M.S.C (Elsa Cordova/Pablo Polidoro) accepted the minutes.

INFORMATIONAL ITEMS

2. Staff Update—Amy Morton, Human Resources, reminded the committee to look out for Form 700 reminders from the Clerk's Office and provided a status update on the Voya VEBA transition. Amy also informed the committee that HR and OER are working to update the VAC quorum from 4 to 3 members with a requirement of 3 affirmative votes for any action items. Staff also updated the VAC that the POA and CMO seat terms are in the process of being renewed.
3. Verbal update on the VEBA Plans [Revenue Reimbursement Report](#) for the period July 2023 to December 2023— Bishop Bastien, Voya, presented the report explaining that the revenue reports content will change in the following meetings due to the fee arrangement changes that went into effect November 1, 2023.
4. Review [Reconciliation Summary](#) for July 1, 2023 to October 31, 2023 — Bishop Bastien, Voya, reported on the reconciliation summary. The VAC and Staff requested Voya find



- more succinct reports to share quarterly.
5. Verbal update and review of VEBA Plan Implementation/Transition to Voya— Bishop Bastien, Voya, and Amy Morton, Human Resources updated the committee on the VEBA transition from TASC to Voya. The committee was informed of the Performance Guarantee penalty payment and fee waiver that was issued to address City and participant concerns.
 6. Verbal update on the Fixed Income Crediting Rate for January 1, 2024 through December 31, 2024— Bishop Bastien, Voya, provided a verbal update about the frequency of rate changes and the most recent change was an increase from 1.5% to 1.75% effective October 2023.

DISCUSSION/ACTION ITEMS

7. [Approve the agreement](#) with Macias, Gini & O’Connell LLP to perform annual financial audit services — Joseph Rois, City Auditor, reviewed the agreement.
***M.S.C** (Elsa Cordova/Nick Rovetto) accepted the agreement.
8. Review, discuss and accept the VEBA Plans [Second Quarter](#) Financials for FY 2023-24— Vicky Szeto, Finance, presented the report.
***M.S.C** (Pablo Polidoro/Elsa Cordova) accepted the report.
9. Review the [External Financial Audit Report](#) for FY22-23 — Vicky Szeto, Finance, presented the report.
***M.S.C** (Pablo Polidoro/Nick Rovetto) accepted the report.
10. Review and approve [Fiscal Year 2024-25 Operating Budget and Exhibits](#)— Amy Morton, Human Resources reviewed and led the discussion regarding the Fiscal Year 2024-2025 Operating Budget.
***M.S.C** (Elsa Cordova/Pablo Polidoro) approved the budget.
11. Review and approve [Fiscal Year 2024-25 Annual Work Plan](#)— Amy Morton, Human Resources, presented the plan.
***M.S.C** (Nick Rovetto/Pablo Polidoro) accepted the plan and David asked staff to look into alternate appointments for POA and Fire and the option for the VAC to plan an annual retreat.
12. Review and discuss [administrative fee](#) and reserves—Vincent Galindo, Hyas Group, presented and led the discussion.
***M.S.C** (Elsa Cordova/Nick Rovetto) approved the recommendation to increase the current 15 bp fee to 28 bp as soon as administratively possible.
13. Review and accept the [Performance Report and Watch List](#) for October 1, 2023 to December 31, 2023 — Vincent Galindo, Hyas Group, presented the report.
***M.S.C** (Nick Rovetto/Pablo Polidoro) accepted the report and recommended watch list change.
14. Elect Chair and Vice-Chair for the period April 1, 2024, through March 31, 2025—David Parker was elected Chair and Elsa Cordova was elected Vice-Chair.
***M.S.C.** (Nick Rovetto/Pablo Polidoro) accepted the elections of Chair and Vice-Chair.
15. Authorize Staff to change the September meeting date from Monday, September 16th to Monday, September 23rd to accommodate the annual NAGDCA conference that HR Staff and plan providers attend.— Amy Morton, Human Resources, presented the recommendation.
***M.S.C.** (Nick Rovetto/Elsa Cordova) accepted the meeting date change.

NEXT MEETING



Next Committee Meeting, Monday, June 17, 2024, 1:00 pm, City Hall T-401

OPEN FORUM/PUBLIC COMMENT

The meeting adjourned at 2:35pm.

The City of San José is committed to open and honest government and strives to consistently meet the community's expectations by providing excellent service, in a positive and timely manner, and in the full view of the public.

The [Code of Conduct](#) is intended to promote open meetings that welcome debate of public policy issues being discussed by the City Council, their Committees, and City Boards and Commissions in an atmosphere of fairness, courtesy, and respect for differing points of view.

The Levine Act requires a Party in a Proceeding before the City of San José that involves any action related to their contract, license, permit, or use entitlement to disclose any campaign contributions to City elected or appointed officials totaling more than \$250 within the 12 months prior to the City decision. A Participant to a Proceeding may voluntarily report a campaign contribution. Please visit <https://www.sanjoseca.gov/your-government/appointees/city-clerk/levine-act> for updated forms and information.

You may speak to the Committee about any discussion item that is on the agenda, and you may also speak during Public Comments on items that are not on the agenda and are within the subject matter jurisdiction of the Committee. Speakers using a translator will be given twice the time allotted to ensure non-English speakers receive the same opportunity to directly address the Committee, Board or Commission. Please be advised that, by law, the Committee is unable to discuss or take action on issues presented during Public Comments. Pursuant to Government Code Section 54954.2, no matter shall be acted upon by the Committee unless listed on the agenda, which has been posted not less than 72 hours prior to meeting.

The VEBA Advisory Committee meets every quarter on the third Monday of the month at 1 p.m., with special meetings as necessary. Agendas, Staff Reports, and some associated documents for the Committee items may be viewed on the Internet at <https://www.sanjoseca.gov/your-government/departments/human-resources/benefits/veba/veba-advisory-committee>. If you have any questions, please direct them to the Committee staff.

Correspondence to the VEBA Advisory Committee are public record and will become part of the City's electronic records, which are accessible through the City's website. Before posting online, the following may be redacted: addresses, email addresses, social security numbers, phone numbers, and signatures. However, please note: e-mail addresses, names, addresses, and other contact information are not required, but if included in any communication to the VEBA Advisory Committee, will become part of the public record. If you do not want your contact information included in the public record, please do not include that information in your communication.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the Human Resources Department, 200 East Santa Clara Street, 4th Floor, San José, California 95113, at the same time that the public records are distributed or made available to the legislative body. Any items posted on the Internet site or distributed in advance of the Committee meeting may not be the final documents approved by the Committee. Contact the Office of the City Clerk for the final document. On occasion the Committee may consider agenda items out of order.

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Please direct correspondence and questions to: City of San José- Human Resources
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David Parker

David Parker, Chair
VEBA Advisory Committee

