

North Los Angeles County Regional Center
Post-Retirement Medical Trust Committee
Meeting Minutes
January 29, 2020

Present: Manu Alfaro, Elena Burnett, Kim Rolfes, and Ruth Janka – Committee Members
Anne Wimmer – HighMark Capital Representative
Tim Banach (via teleconference) – U.S. Bank Representative
Archie Rucker - Guest
Jennifer Kaiser, Michele Marra, Vini Montague, and Jesse Weller – Staff Members

Absent: Anna Hamilton

I. Call to Order & Introductions

Elena Burnett, chair, called the meeting to order at 5:38 p.m. and introductions were made.

II. Public Input – There was no public input.

III. Consent Items

A. Approval of Agenda

M/S/C (M. Alfaro/R. Janka) To approve the agenda as presented.

B. Approval of Minutes of the October 30th Meeting

M/S/C (M. Alfaro/K. Rolfes) To approve the minutes as presented.

IV. Committee Business

A. HighMark Capital Report: Statement of Current Trust Value

Anne provided copies of HighMark Capital’s quarterly report on the activity of the center’s PRMT and reviewed it with them. The report began with a look at the current financial environment, including economic conditions, interest rates/inflation, and outlook. This was followed by the asset allocation summary, holdings report by asset class, selected period performance, and economic data charts. As of December 31, 2019, the value of the trust assets was \$26,992,905, an increase of \$1,331,084 since the last quarterly report. The increase was due to a gain in investments. The rate of return for the quarter was 5.07% (net of fees)

and for the last 12 months was 18.64% (net of fees). The annualized rate of return since the trust's inception (November 1, 2004) was 6.23% (gross of fees).

B. Quarterly PRMT Market Value History Report

Kim provided copies of the report which reported the trust's market value for each quarter since its inception in September 2004 through December 31, 2019. During this period of time, the center has contributed \$15,488,363 to the trust (including fees), which has gained \$11,502,829 in interest for a total trust value of \$26,991,192. Kim also provided the committee with a report on the dates and amounts of all the contributions the center has made since the inception of the trust.

C. Quarterly PRMT Fees Report

Kim provided copies of a report which showed the breakdown of the fees paid by the center to oversee the PRMT. During the second quarter of this fiscal year, the center paid \$125 as a flat fee, \$8,248 in ongoing fees, and \$22,361 in investment management fees. The center also received \$450 in return for a one-time fee that was charged last quarter. Which brings the total quarterly fees to \$30,284. Attached to the report was an explanation of the trust fees and how they are calculated.

D. NLACRC CalPERS Pension Contribution Trust

Kim and Tim Banach have been working together to get the CalPERS pension contribution trust up and running. The drafted agreement is currently being reviewed by NLACRC's counsel. Once the agreement is in place, it will only take about 2 weeks to open the account. We already have \$3.3 million ready to deposit into the account. Anne reported that the committee will need to recommend an appropriate objective for this new account.

Action: Kim will provide Anne with information on the CalPERS payments the center will need to make so she can prepare some objective proposals to present at the next quarterly PRMT meeting.

V. **Board Meeting Agenda Items**

The following items were identified for the committee's section of the February 12th board meeting agenda:

- A. Minutes of the January 29th Meeting
- B. Statement on Current Trust Value

VI. Announcements/Information/Public Input

- A. Next Meeting: Wednesday, April 29th, at 5:30 p.m.

VII. Adjournment

Elena adjourned the meeting at 6:07 p.m.

Submitted by,

Jennifer Kaiser

Jennifer Kaiser
Executive Assistant

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