

RETIREMENT ADMINISTRATOR
940 W. Main Street, Suite 105
El Centro, CA 92243

KATHLEEN L. KUBLER
CLERK OF THE BOARD

Tel. (760) 482-4483
Fax (760) 482-4494
icers@imperialcounty.net
www.icers.info



Imperial County Employees' Retirement System

BRIEF MINUTES

COMMITTEE MEETING OF THE IMPERIAL COUNTY BOARD OF RETIREMENT

December 7, 2005
9:00 A.M.

County Administration Center
Board Chambers
940 West Main Street, Second Floor
El Centro, CA 92243

1. The meeting was called to order by Chairman Williams at 9:03 a.m.
 - A. Roll Call:

MEMBERS PRESENT: Karen Vogel, Jurg Heuberger, Julie Villeneuve, Larry Grogan, Robert Williams, Armando Padilla, and Jim Strain.
 - B. Public comments on items that are **NOT** on the agenda.
 1. Member Strain submitted a copy of a letter that he will deliver to the Board of Supervisors requesting not to be reappointed to the ICERS' Board. He commented that it was a difficult decision but after considering time conflicts with his commitment to the Board of Education, he determined that it was in the best interest of those concerned.
 2. Member Karen Vogel announced that she and David Prince are scheduled to attend a meeting with the County Chief Executive Office regarding GASB 43 & 45 at 10:30 a.m. and may have to leave the committee meeting early.
 3. Member Grogan, referring to the Imperial Irrigation District's expansion and new transmission line, suggested that the Board send a letter to the General Manager, Charles Hosken, and copies to each Board Director as well as Mr. Glenn Steiger, Manager of the Energy Department, expressing ICERS' interest concerning possible project investing, funding, or financing.

The Committee also agreed that a meeting with Glenn Steiger, Manager, Energy Department, to discuss such project investments would benefit the Board's knowledge of this and or other like ventures.

Direction was given to staff to send a letter as soon as possible in order to hopefully receive and present the response to the ICERS' Board by the next regularly scheduled meeting December 21, 2005.

2. Approval of the Agenda.

Motion by Grogan, Seconded by Strain and carried on the unanimous vote of members present, the Agenda was approved.

3. Approval of the Minutes.

Adjourned Committee Meeting of October 12, 2005.

Motion by Heuberger, Seconded by Strain and carried on the unanimous vote of members present, the minutes of the adjourned Committee Meeting of October 12, 2005 were approved as presented.

DISCUSSION / ACTION

4. Proposed Retirement Administrator job description and position.

The Committee reviewed the draft and agreed to minor revisions of the sections pertaining to Essential Functions and Duties and Employment Standards and/or Minimum Qualifications.

Staff was directed to check with Human Resources for placement of salary range for this proposed position and if within budgeted range, complete and present the revisions to the Board at the next regular meeting scheduled for December 21, 2005.

5. Current Budget with salaries compared to a Budget with Retirement Administrator position and salaries.

The Committee reviewed the budget options considering a possible third option which would reorganize the department by enlisting a "hands on" administrator whose duties would accommodate some of those performed by present staff. This other option would also consider a possible relocation of the department.

6. Discuss another committee meeting to explore the options of relocating Retirement's staff.

This item was discussed under Item 5.

Motion by Heuberger, Seconded by Villeneuve and carried on the unanimous vote of members present, the meeting was adjourned at 10:04 a.m.