

## NEW CASTLE COUNTY GOVERNMENT DEFERRED COMPENSATION COMMITTEE MEETING MINUTES of 8/13/20

The meeting of the NCC Deferred Compensation Committee was held on August 13, 2020 via Zoom.

The meeting was called to order at 10:04 am

**COMMITTEE MEMBERS PRESENT:**

Michael Smith, CFO  
Wilson Davis, County Attorney  
Jacqueline Jenkins, CHRO, Chairperson

**STAFF PRESENT:**

Karen Brown, Benefits & Pension Administrator  
Francis Benevento, Pension & Benefits Administrator  
Vicki Workinger, Human Resources Assistant  
Grace Dehel, Pension Program Analyst

**COMMITTEE MEMBERS ABSENT:**

**OTHERS PRESENT:**

Saul Polish  
Rinko Banerji  
Jeff Sayers  
Randy Vesprey

**INVITED GUESTS:**

Agenda Item	Discussion	Action
Old Business	<ul style="list-style-type: none"> <li>Approval of Meeting Notes</li> </ul>	<ul style="list-style-type: none"> <li>Review and approval of meeting notes from the 7/9/20 meeting</li> </ul>
New Business	<ul style="list-style-type: none"> <li>Discussion of potential changes to County Code regarding Deferred Compensation</li> </ul>	<ul style="list-style-type: none"> <li>Discussion of potential modification to County Code concerning the Deferred Compensation Committee.</li> <li>Discussion of the makeup of the committee.</li> </ul>
Round Table Discussion	Final notes...	<ul style="list-style-type: none"> <li>Adjournment of meeting</li> </ul>

# **NEW CASTLE COUNTY GOVERNMENT DEFERRED COMPENSATION COMMITTEE MEETING MINUTES of 8/13/20**

## **Meeting Summary**

Frank welcomed everyone and called the meeting of the Deferred Compensation Committee to order.

First item discussed was the request to approve the minutes for 7/9/20.

Wilson Davis made a motion to approve the minutes. The motion was seconded by Jacqueline Jenkins and approved.

## **Composition of the Deferred Compensation Committee**

Frank sent to the committee information regarding guidelines that could be referenced in setting up and maintain the composition of the committee.

Wilson Davis recommended that the committee discuss the composition of the committee to ensure optimal results. The current makeup of the committee is the Chief of Human Resources, County Attorney, and the Chief Financial Officer. Wilson Davis questioned if it would be ethical to have a member that is in the Law Department formally on the committee? Dr. Jenkins questioned that if a representative from Law would be removed would that mean the board would have no legal representation? Wilson replied that Randy Vesprey would be available to address any legal concerns and would be attending each board meeting.

The board discussed changing the format from a 3-person committee to a 5-person committee. If this new format is approved the board would consist of the following..

1. The Chief Human Resources Officer (Administrator)
2. The Chief Financial Officer (Chairperson)
3. The Pension & Benefits Administrator
4. One Representative from the Office of Finance, designated by the Chief Financial Officer
5. One Representative from among the County labor unions, to be jointly selected by all of the unions.

Saul Polish had a question about how the union representative would be chosen? Frank replied that it would be handled similar to OPEB. Frank will research and at the next meeting provide more insight to how OPEB nominates their committee members.

That instead the Office of Law would be available to the board to offer legal advice and council when needed. There was discussion to model the composition of this board similar to the OPEB Board. Frank will send to the committee information about the OPEB Committee for members to review. At the next meeting the committee can discuss further and finalize the composition of the committee.

Wilson Davis made a motion to adapt the 5-member composition and Randy will pull together a legal draft and ordinance regarding the update to the committee's make-up. The motion was seconded by Michael Smith and approved.

## Consulting Services

Frank provided many reasons that it would be beneficial for the Committee to utilize a consulting service to help ensure that the County follows the Bylaws, composition, rules, ordinances, etc. He mentioned the Pension Board has a consultant and they have been an asset during their service with the Pension Board. Wilson Davis asked if decisions made during a Pension Board meeting could impact this committee? Frank replied that the two committees are separate and are independent of each other.

Wilson also inquired about who would be responsible to select a consultant? Frank said the County would coordinate this process and have to follow the rules regarding an RFP process. Frank will reach out to Purchasing about developing an RFP for consulting services for the board.

## **Next Steps**

The next Deferred Compensation Committee meeting is scheduled for September 10, 2020 at 10 am. It will be a Zoom meeting. Until further notice the committee will meeting the second Thursday of each month.

**Wilson Davis made a motion to adjourn the meeting at 10:35 am.** The motion was seconded by Jacqueline Jenkins and approved.