



**Monday, August 31, 2020**

10:00 AM

**Meeting Held by Teleconference Pursuant to the Governor's Executive Order N-29-20 and the Fifth Supplement to Mayoral Proclamation Declaring the Existence of a Local Emergency**

**During the Coronavirus Disease (COVID-19) emergency, the Retirement System's regular meeting room, 1145 Market Street, 6<sup>th</sup> Floor, is closed.** Commissioners and Retirement Staff will convene remotely. The public will be able to provide public comment during the meeting by live call-in. The public is encouraged to submit comments in advance of the meeting either by: (1) email to [sferspubliccomment@sfgov.org](mailto:sferspubliccomment@sfgov.org) or (2) recording your public comment on the Retirement System's public comment line 415-487-7020. Written public comments are limited to 150 words or less [Admin. Code § 67.16]

Public comments submitted by 5:00 p.m. PST, Thursday, August 27, 2020 will be included in the record.

**MISSION STATEMENT**

*San Francisco City and County Employees' Retirement System is Dedicated to Securing, Protecting and Prudently Investing the Pension Trust Assets, Administering Mandated Benefit Programs, and Providing Promised Benefits.*

**DEFERRED COMPENSATION COMMITTEE MEMBERS**

Al Casciato, Chair  
Leona Bridges  
Joseph Driscoll

Jay Huish  
*Executive Director*

### **DISABILITY ACCESS**

The San Francisco Employees' Retirement System is wheelchair accessible. Accessible seating is available for persons with disabilities. To obtain a disability-related modification or accommodation, including large print agendas, American Sign Language interpreters, FM sound amplification system and auxiliary aids or services, please contact Darlene Armanino at (415) 487-7012 at least two (2) business days before the meeting.

There is accessible parking in the vicinity of 1145 Market Street at Civic Center Plaza. Accessible **MUNI** lines are available at the corner of Market Street and 8<sup>th</sup> Street. The closest accessible **MUNI /BART** station is Civic Center Station.

Materials accompanying the agenda are available for public inspection and copying at SFERS, 1145 Market Street, 7th Floor. For additional information, please contact Darlene Armanino, Executive Assistant, at (415) 487-7012.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

**The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.**

### **Know Your Rights Under the Sunshine Ordinance**

#### **(Chapter 67 of the San Francisco Administrative Code)**

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE.

Sunshine Ordinance Task Force  
City Hall  
1 Dr Carlton B. Goodlett Place, Room 244  
San Francisco, CA 94102-4689  
(415) 554-7724  
by fax at (415) 554-7854  
or by email at [sotf@sfgov.org](mailto:sotf@sfgov.org)

**Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Mr. Darby or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, <http://www.sfgov.org/sunshine/>**

Any materials distributed to the Retirement Board (or committee) within 72 hours of the meeting or after distribution of the agenda packet to Board (or committee) members are available for public inspection at SFERS, 1145 Market Street, 7<sup>th</sup> Floor, during regular office hours.

### **Lobbyist Registration and Reporting Requirements**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, telephone (415) 252-3100, fax (415) 252-3112 and web site: [www.sfgov.org/ethics](http://www.sfgov.org/ethics)

## Deferred Compensation Committee Meeting

**PUBLIC COMMENT CALL-IN: 415-906-4659 Access Code: 879 915 198#**

### Providing Public Comment

<ul style="list-style-type: none"><li>• <i>Ensure you are in a quiet location</i></li><li>• <i>Speak clearly</i></li><li>• <i>Turn off any TVs or radios around you</i></li></ul>	<ol style="list-style-type: none"><li>1. When prompted, dial "1 - 0" to be added to the speaker line. The auto-prompt will indicate callers are entering "Question and Answer" time, but this is the "Public Comment" period.</li><li>2. Callers will hear silence when waiting for your turn to speak.</li><li>3. When prompted, callers will have the standard two minutes to provide comment.</li></ol>
---	--

**OPENING CALENDAR**

1. **Roll Call**
- |                        |          |
|------------------------|----------|
| Commissioner Bridges   | 10.00 AM |
| Commissioner Driscoll  | 10:00 AM |
| Commissioner Stansbury | 10:00 AM |

2. **083120-02 General Public Comment**

Chair Casciato called for general public comment.

There was no public present and public comment was closed.

3. **083120-03 Action Item Approval of the Minutes of the March 4, 2020 Deferred Compensation Committee Meeting**

Documents provided to the Committee prior to the current meeting: Draft Minutes of the March 4, 2020 Deferred Compensation Committee Meeting

Chair Casciato called for public comment.

There was no public present and public comment was closed.

**Action:** Moved by Commissioner Bridges, Seconded by Commissioner Driscoll, to approve Minutes of the March 4, 2020 Deferred Compensation Committee Meeting.

Ayes: Commissioners Bridges, Driscoll, Stansbury

4. **083120-04 Discussion Item Forward calendar for the Deferred Compensation Committee**

Documents provided to the Committee prior to the current meeting: None.

The Committee engaged in a question and answer session.

Chair Casciato asked staff and Voya to comment on any initiatives that are coming up over the next year and whether or not there is a need to prepare in advance a calendar of committee meetings and any votes that may be critical.

Jay Huish, Executive Director, reported the following:

- A November meeting was set for Staff and Consultants to address the auto enrollment issue.
- Addressed the CARES Act provisions and recommended changes to the Plan documents be made after the program ends in case there is an extension or any change of rules.
- Callan contract to expire in June of next year and has been placed on the Forward Calendar to approve the issuance of an RFP. The timeline for that would be as late as November or earlier than that if a Deferred Compensation Committee meeting is scheduled.
- Discussed the presentation at the March meeting related to and including Private Equity in the Target Date Funds.

Bryan Merrick, Voya, reported the following:

- Reported that Voya has been conducting virtual meetings with employees throughout the City including both seminars and one-on-one appointments.
- On average Voya has been taking in over 200 individual meetings and 50-60 group meetings which is easily set up by Plan Participants through their website.
- Current topics on seminars being conducted:
  - What does the history tell us about the market - market volatility
  - What does the Future Hold for You – expenses you might expect
  - Ready to Retire Seminar – things you may need to consider
- Preparing for National Retirement Security month campaign.
- Proactively reaching out to Plan Participants to help engage them in the Plan.

Steve Moy, Deferred Compensation Program Manager, reported the following:

- Holding virtual new employee orientation meetings.
- Actively emailing out Retirement Counselor Flyers through Departments.

Chair Casciato commented that in addition to communicating to Departments that various employee organizations be included in the communications network which is faster than communicating to Departments.

Commissioner Bridges asked about the response to virtual meetings in terms of participation. Mr. Moy responded majority of meetings have been via telephone and it has been positive response.

Commissioner Driscoll asked the status of Voya working with union organizations with Police and Fire. Mr. Huish confirmed that he would follow up and resume previous communications.

Commissioner Driscoll asked if there was any progress on the targeted messages to the different bargaining units or job classifications as opposed to by departments. Mr. Huish confirmed that targeted mailings have not yet been done but that a flyer was included with the SFERS Annual Statement which was sent out to remind members of the Deferred Comp Program. Mr. Huish commented that they were watching to see an increase in Deferred Compensation business from that flyer.

Commissioner Driscoll spoke about targeted groups and commented that there was literature out stating that women preparing for retirement was less than men preparing for retirement. Commissioner Driscoll asked if there were any plans for targeted messages focusing on women. Mr. Merrick responded that Voya offers a woman in retirement seminar and is currently in the lineup for future targeted outreach. Commissioner Driscoll commented that sometimes participants identify with the speaker and suggested using more woman speakers to increase participation.

Commissioner Driscoll asked to see more data on attendance rate, how many people enrolled or increased their savings which will indicate how successful the program is to justify the fees. Mr. Huish responded that they have historically been reporting a participation percentage. It was also discussed how participants can interact or how participants can follow up with questions after virtual seminars.

Commissioner Driscoll asked to calendar the budget for the next fiscal/operation year of the Deferred Compensation Program since it was not done last year. Mr. Huish responded that a budget was presented to the Committee. Chair Casciato asked that this discussion be continued at a later time.

Commissioner Driscoll commented on the following issues:

1. Expanded self-directed brokerage program
2. PIMCO fee break (Jay Huish will report back)
3. Callan webinar review and briefing to avoid lawsuits
4. Are we collecting money to maintain all operations? Mr. Huish responded yes.
5. Target Date Funds – how well they are operating

Chair Casciato commented on membership outreach and stated that the San Francisco Labor Council has a public employees division that covers all employees in various unions and is a good asset to distribute information out and assist in the organization of seminars and offered to reach out.

Maryann McGregor, Senior Benefits Analyst, reported that flyers re dedicated counselors have been sent via interoffice to MTA and DPW and has seen an increase in volume because of sending interoffice.

Chair Casciato asked to schedule a follow up meeting the last Monday of the month.

Commissioner Driscoll spoke about timeline for investment advisor on recommended hiring and asked if there had been any analysis of withdrawals/rollovers which were going up last year. If there was any significant pattern of when the money was rolling out of the fund.

Chair Casciato called for public comment.

There was no public present and public comment was closed.

Action: This is a discussion only item.

5. 083120-05

#### Adjournment

Having no further business, the Committee adjourned the meeting at 10:45 AM

Respectfully submitted,



Jay Huish, Executive Director