

**VENTURA COUNTY  
DEFERRED COMPENSATION COMMITTEE  
401(k) Shared Savings Plan  
CEO Point Mugu Conference Room – 4<sup>th</sup> Floor  
Hall of Administration, Ventura County Government Center  
800 S. Victoria Avenue, Ventura, CA 93009**

**Meeting Minutes for February 15, 2024  
2:00 p.m.**

**Members present**

Shawn Atin  
Kaye Mand  
Emily Gardner  
Jeff Burgh

**Members absent**

Sue Horgan

**Also present**

Patti Dowdy  
Jake O'Shaughnessy  
Patty Zoll  
Amanda Diaz  
Andrew Gratt  
Tia Scott  
Jackie Kaden  
Paul Donahue  
David Thompson

**The meeting was called to order by Ms. Mand at 2:54 pm.**

**1. Public Comments.**

a. No public comments were provided.

**2. Committee Member Comments.**

a. No Committee member comments were provided.

**3. Minutes of Regular Meeting December 14, 2023.**

Motion to approve: 1. **Mr. Burgh** 2. **Ms. Gardner**      **Motion Carries**

- Mr. Atin abstained due to absence from the previous Committee meeting.

**4. SageView Advisory Group Q4 2023 Investment Review.**

Mr. O'Shaughnessy (SageView) discussed a myriad of topics to provide insight on the current and future state of the markets and its bearing on the performance of investment funds. In general, Mr. O'Shaughnessy noted that funds currently on the watchlist had been addressed with the exception of the Fidelity Target Date Fund (TDF) Series which is showing improvement. All other funds have been removed from the watchlist and are performing well. An area of note was the migration from the Fidelity Freedom Fund 2005 merging into the Fidelity Freedom Fund Income fund later in 2024. With regard to TDF's, the recent change from K to K6 share class was reviewed. This was decided upon mainly for two reasons:

1. K6 share class funds are lower cost with equivalent, if not better, net performance.

2. The SageView Ranking on the K6 share class funds rank higher based on simple (raw averages) and weighted (how they are used) averages.

Mr. O'Shaughnessy highlighted that US Gross Domestic Product (GDP) has done well as of the end of Q4-2023, currently at roughly 2.5%, outperforming expectations. Although areas of concern were that a recession in the economy has been delayed but not quite averted as well as GDP growth slowing down in 2024. Mr. O'Shaughnessy also provided an overview of the "Economic Scoreboard" noting positive, neutral, and negative aspects. Specifically, positive highlights were in the categories of employment (adding an average of 165,000 jobs), consumer spending (rising nearly 1% within Q4, 2023), and GDP growth (as noted above). Negative highlights were in the categories of manufacturing (business activity contracting for the 14<sup>th</sup> consecutive month), global trade (increased pressure due to geopolitical conflicts), and fiscal spending (national debt standing above \$34 trillion). S&P 500 Sectors that experienced the largest 1-year returns were technology and commercial services.

Mr. O'Shaughnessy continued his overview of other key areas surrounding the economy and market performance. Notably, the Federal Reserve has held off raising rates as of their last meeting and has hinted that rate hikes are over and projected that the Federal Reserve will lower rates as many as 3 times in 2024. It is worth noting that futures markets currently project up to 6 rate cuts in 2024. Additionally, on the Legislative and Regulatory front, the SECURE 2.0 Technical Corrections act of 2023 highlighted two notable areas: catch-up contributions and student loan match clarification. In reference to funds with the largest asset allocation were the Fidelity Contrafund K6, Fidelity 500 Index fund, Fidelity Freedom 2030 K, and the self-directed brokerage with assets at roughly \$123.3 million, \$99.8 million, \$86 million, and \$85 million, respectively. Overall, the 401k plan has assets in the \$1.337 billion range at the end of 2023 and is moving forward in the right direction.

Mr. O'Shaughnessy discussed the following funds and their performance along with his recommendations:

- a. **The funds that remained under the median and should continue to remain on the watch list:**
    - Fidelity Target Date Fund series
  - b. **The funds that were recommended to be placed on the watchlist:**
    - No funds are currently recommended for watchlist.
  - c. **The funds that were removed from the watchlist:**
    - No funds were currently removed from watchlist.
  - d. **The following funds were mapped\* to another fund:**  
(\*replacing an underperforming fund with a similar fund type that is performing better)
    - No funds were mapped to other funds at this time.
- A. Action Items:**
- i. Approve the SageView Watch List summary recommendations for Q4 2023.
  - ii. Receive and file the information.

**B. Motion to Approve the SageView Watch List Summary Recommendations for Q4 2023 and Receive and File the Information.**

Motion made: 1. **Mr. Atin**      2. **Mr. Burgh**                      **Motion Carries**

**5. Fidelity Investments Quarterly Service Review.**

Mr. Paul Donahue, Fidelity, provided the Fidelity Quarterly Service Review and highlighted once again the high level of County employees who contribute to their Deferred Compensation plans. Areas noted by Mr. Donahue as of the end of Q4, 2023 were: 1) total plan asset of \$1.58 billion, 2) percent of active/eligible participants contributing is 72%, 3) 86% employee engagement result from a comprehensive learning agenda, 4) total savings rate (employee and employer) for active participants with a balance grew slightly from 10.2% to 10.6%, and 5) 43% of participants defer 8% or more of their compensation to the retirement plan. Other areas of note are that 79% of participants have age-appropriate equity allocation and 86% of active participants have contacted Fidelity by phone or have logged into NetBenefits.

Ms. Jackie Kaden, Fidelity, was introduced as the Manager who oversees Tia Scott, Fidelity Workplace Financial Consultant for the County of Ventura. Ms. Kaden summarized recent experiences between Ms. Scott and County of Ventura employees. Noteworthy items include an 87% utilization rate of meetings offered by Ms. Scott with a 60/40 split between virtual and in person and an impressive 95% positive feedback rating from employees noting Ms. Scott's knowledge, professionalism, kindness, and patience.

Ms. Scott summarized recent interactions, citing specifically on-site visits with County of Ventura Fire Fighters in Simi Valley and Moorpark with Ms. Zoll to provide information and guidance on the Deferred Compensation plans available to them. Additional items mentioned by Ms. Scott include the increased usage of Certificates of Deposit (CDs) from participants who are BrokerageLink users due to better rates and the higher level of comfort from employees with her meetings and planning guidance, which was stated as encouraging. Within the coming year, Ms. Scott will be adding new webinars, aims to reach out to agency/department heads by working closely with Ms. Zoll on strategies, and to increase employee awareness and participation in the Deferred Compensation plans.

**A. Motion to Receive and File Fidelity Investments Quarterly Service Review**

Motion made: 1. **Mr. Atin**      2. **Mr. Burgh**      **Motion Carries**

**6. Revenue Credit Options**

Ms. Patty Zoll, Deferred Compensation Program Manager, provided an overview of the agenda item before the Committee with regards to the proposed Fidelity fee options for the 401k and 457b plans (the Plan[s]). It was stated that the Committee has the fiduciary responsibility and purpose to run the Plan in the expressed interest of the participants and beneficiaries while concurrently providing benefits and paying Plan expenses. This prudent practice of the Committee also includes certain approaches to handling Revenue Share (Credit) that occurs with certain funds in the Plan lineup. Revenue Share typically refers to the earnings that recordkeepers and service providers receive from mutual fund companies in exchange for assuming shared administrative functions of the mutual fund company. As Plan administration and recordkeeping costs are currently being covered through revenue sharing, the Committee's diligent fiduciary actions for the interest of participant has led to a decrease in revenue share due to the decision to move funds to a lower share class option (see

Agenda item 4 above). This shortfall in covering expenses was addressed and resolved at the December 2023 meeting through the adoption of a new pricing model.

Even as the new pricing model has been adopted, there will still be revenue sharing and it is the action item in front of the Committee today to decide whether or not to adopt one of the revenue credit options as presented:

1. Assetize in a plan level suspense account, or
2. Share 100% through allocation back to participant accounts on a pro rata basis.

After a brief discussion, a recommendation and motion was made by Mr. Atin to approve Option 2, allocation of revenue share back to participants on a pro rata basis, for Plan revenue share.

**A. Motion to Approve Option 2, Allocation of Revenue Share back to Participants on a Pro Rata Basis**

Motion made: 1. **Mr. Atin**      2. **Mr. Burgh**                      **Motion Carries**

**7. Information Agenda**

Ms. Zoll provided some background detail on the informational items:

- a. 401(k) Expense Reimbursement Credit Account – Q4 2023
    - A total of \$668,735.96 was received at the end of Q4 2023 in the Expense Reimbursement Credit Account. The current balance for the Total RCP account stands at \$1,088,832.59.
      1. Ms. Zoll gave an update to the total balance in the 401(k) Excess Revenue Credit account as end of Q4 2023 is at \$710,401.84.
  - b. 401(k) Safe Harbor Hardship Withdrawals – Q4 2023
    - Total approved withdrawal amount of \$137,565.00 out of \$153,004.00 requested.
  - c. 401(k) Facts and Circumstances Hardship Withdrawals – Q4 2023
    - Total approved withdrawal amount of \$39,270.12 out of \$50,264.43 requested.
  - d. Fidelity Service Level Agreement (SLA) Reporting – Q4 2023
    - All matrices measured resulted in a “Pass” rating.
  - e. 2024 Deferred Compensation Committee Meeting Schedule
    - Thursday, May 2, 2024 (subsequently changed to May 30, 2024)
    - Thursday, August 22, 2024
    - Thursday, December 5, 2024
- Meetings begin at 2:00pm in the Point Mugu Conference Room on the 4<sup>th</sup> floor of the Hall of Administration building and via Zoom if needed for required attendees.

**Ms. Mand adjourned the meeting at 3:42 pm**

Respectfully submitted,



Andrew Gratt  
Deferred Compensation Personnel Assistant

**VENTURA COUNTY  
DEFERRED COMPENSATION COMMITTEE  
Section 457(b) Plan  
CEO Point Mugu Conference Room – 4<sup>th</sup> Floor  
Hall of Administration, Ventura County Government Center  
800 S. Victoria Avenue, Ventura, CA 93009**

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**Members present**

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Kaye Mand  
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Jeff Burgh

**Members absent**

Sue Horgan

**Also present**

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Jake O'Shaughnessy  
Patty Zoll  
Amanda Diaz  
Andrew Gratt  
Tia Scott  
Jackie Kaden  
Paul Donahue  
David Thompson

**The meeting was called to order by Ms. Mand at 3:43 pm.**

**1. Public Comments.**

a. No public comments were provided.

**2. Committee Member Comments.**

a. No Committee member comments were provided.

**3. Minutes of Regular Meeting December 14, 2023.**

Motion to approve: 1. **Mr. Burgh**                      2. **Ms. Mand**                      **Motion Carries**

- Mr. Atin abstained due to absence from the previous Committee meeting.

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Motion made: 1. **Mr. Atin**      2. **Mr. Burgh**                      **Motion Carries**

**5. Fidelity Investments Quarterly Service Review.**

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**A. Motion to Receive and File Fidelity Investments Quarterly Service Review**

Motion made: 1. **Mr. Atin**      2. **Mr. Burgh**      **Motion Carries**

**6. Revenue Credit Options**

Ms. Patty Zoll, Deferred Compensation Program Manager, provided an overview of the agenda item before the Committee with regards to the proposed Fidelity fee options for the 401k and 457b plans (the Plan[s]). It was stated that the Committee has the fiduciary responsibility and purpose to run the Plan in the expressed interest of the participants and beneficiaries while concurrently providing benefits and paying Plan expenses. This prudent practice of the Committee also includes certain approaches to handling Revenue Share (Credit) that occurs with certain funds in the Plan lineup. Revenue Share typically refers to the earnings that recordkeepers and service providers receive from mutual fund companies in exchange for assuming shared administrative functions of the mutual fund company. As Plan administration and recordkeeping costs are currently being covered through revenue sharing, the Committee's diligent fiduciary actions for the interest of participant has led to a decrease in revenue share due to the decision to move funds to a lower share class option (see

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**A. Motion to Approve Option 2, Allocation of Revenue Share back to Participants on a Pro Rata Basis**

Motion made: 1. **Mr. Atin**      2. **Mr. Burgh**                      **Motion Carries**

**7. Information Agenda**

Ms. Zoll provided some background detail on the informational items:

- a. 457b Expense Reimbursement Credit Account – Q4 2023
    - A total of \$93,266.16 was received at the end of Q4 2023 in the Expense Reimbursement Credit Account. The current balance for the Total RCP account stands at \$1,088,832.59.
      1. Ms. Zoll gave an update to total balance in the 457(b) Excess Revenue Credit account as end of Q4 2023 is at \$378,430.75.
  - b. 457(b) Emergency Withdrawals – Q4 2023
    - There were no Emergency Withdrawals requested in Q4, 2023.
  - c. Fidelity Service Level Agreement (SLA) Reporting – Q4 2023
    - All matrices measured resulted in a “Pass” rating.
  - d. 2024 Deferred Compensation Committee Meeting Schedule
    - Thursday, May 2, 2024 (subsequently changed to May 30, 2024)
    - Thursday, August 22, 2024
    - Thursday, December 5, 2024
- Meetings begin at 2:00pm in the Point Mugu Conference Room on the 4<sup>th</sup> floor of the Hall of Administration building and via Zoom if needed for required attendees.

**Ms. Mand adjourned the meeting at 3:45 pm**

Respectfully submitted,



Andrew Gratt  
Deferred Compensation Personnel Assistant



**VENTURA COUNTY  
DEFERRED COMPENSATION COMMITTEE  
SRP 457 Plan  
CEO Point Mugu Conference Room – 4<sup>th</sup> Floor  
Hall of Administration, Ventura County Government Center  
800 S. Victoria Avenue, Ventura, CA 93009**

**Meeting Minutes for February 15, 2024  
2:00 p.m.**

**Members present**

Shawn Atin  
Kaye Mand  
Emily Gardner  
Jeff Burgh

**Members absent**

Sue Horgan

**Also present**

Patti Dowdy  
Jake O'Shaughnessy  
Patty Zoll  
Amanda Diaz  
Andrew Gratt  
Tia Scott  
Paul Donahue  
David Thompson

**The meeting was called to order by Ms. Mand at 3:45 pm.**

**1. Public Comments.**

- a. No public comments were provided.

**2. Committee Member Comments.**

- a. No Committee comments were provided.

**3. Minutes of Regular Meeting December 14, 2023.**

Motion to approve: 1. **Mr. Burgh** 2. **Ms. Mand** **Motion Carries**

- i. Mr. Atin abstained due to absence from the previous Committee meeting.

**4. Fidelity SRP 457 Savings Plan Review.**

Mr. Paul Donahue (Fidelity) gave a brief overview of the Supplemental Retirement Plan (SRP) 457 to the committee. Areas of note are total assets in the Plan of approximately \$6.25 million which shows a positive change of \$473,372.00 at the end of Q4, 2023. Participant totals in the Plan are currently at 2,459 of which 1,077 are current active employees. Year to date total contributions are \$2,838,672.00, consisting of \$1,441,848.00 employer contributions and \$1,396,824.00 rollover contributions.

**A. Motion to Receive and File Fidelity Investments Quarterly Service Review**

Motion made: 1. **Mr. Atin** 2. **Mr. Burgh** **Motion Carries**

**Ms. Mand adjourned the meeting at 3:48 pm**

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Andrew Gratt". The signature is stylized and cursive.

Andrew Gratt  
Deferred Compensation Personnel Assistant