

The Effingham County Board of Commissioners
Retirement Plan Workshop

The Board of Commissioners of Effingham County, Georgia, Mr. Wendall Kessler Chairman, Mrs. Vera Jones-Vice Chairperson, Mr. Forrest Floyd, Mr. Jamie Deloach and Mr. Reginald Loper, met in a workshop at 3:30 p.m. on Tuesday, September 1, 2015 at the Effingham County Administrative Complex located at 601 North Laurel Street, Springfield GA 31329.

PERSONS ATTENDING THE MEETING

Mr. Toss Allen-County Administrator, Mrs. Stephanie Johnson- County Clerk, Mrs. Joanna Wright-Finance Director, Mr. Kevin Hearn-Interim Human Resources Director, Mr. Jack Garvin and Ms. Gg Rigsby.

CALL TO ORDER

Chairman Kessler called the workshop to order.

DISCUSSION

Interim Human Resources Director Hearn explained as Staff took a look at the three (3) retirement accounts currently in place we found there are processes to be addressed with the Board. One issue is how the investment was presented and approved. Interim Human Resources Director Hearn introduced Ms. Rebecca Szczepanski of Hunter Maclean Law Firm.

Ms. Rebecca Szczepanski explained the legal requirements and laws when making decisions regarding the retirement plans. Three points of relevance related to code requirements made were: (1) for all decisions made to be in the sole interest of the participants of the plan (2) approve individual with expertise

in the areas of fiduciary management to assist and advice in making decisions about the plans, unless it is determined that the Administrators have said knowledge (3) to abide by what is called the exclusive benefit rule, which means everything done is exclusive to the purpose of providing benefits to the County's participants (4) to follow everything written in the plan documents unless information written is in violation of rules and regulations. Ms. Rebecca Szczepanski advised that a policy be implemented and every decision and act is fully documented.

The benefits under the Defined Benefit and the 401A Defined Contribution plans (1) A for-profit company gets to deduct money contributed to the plan, this is not an issue for governmental entities (2) all benefits that are improving in the plan are tax incurred to the participants (3) any income earned through the plan year is exempt from taxes. Each plan functions differently and follows a specific set of rules.

Ms. Rebecca Szczepanski further explained the intricacies of the plan documents and the responsibilities of the Administrators and person appointed as a Fiduciary. Best practices and guidelines for operating the Plan were also discussed. Ms. Szczepanski recommended initiating an RFP for an Investment Advisor who will in turn assist in initiating an RFP for a Record Keeper/Third Party Administrator. It was further recommended to develop a committee to gather information to coordinate and bring back to the Board.

The Board asked sporadic questions throughout the workshop session.

The board agreed to establish a Committee that would consist of the following individuals: Commissioner Deloach, Vice Chairperson Jones, Finance Director Wright, Interim Human Resources Director Hearn and Rebecca Szczepanski of Hunter Maclean as Advisor. It was determined that the Committee will gather information for and create the RFP for the Investment Advisor and bring back to the Board of Commissioners.

ADJOURNMENT

The workshop adjourned at 4:46 pm.



Wendall Kessler, Chairman



Stephanie Johnson, County Clerk