

**ORANGE COUNTY EMPLOYEES RETIREMENT SYSTEM  
2223 E. WELLINGTON AVENUE, SUITE 100  
SANTA ANA, CALIFORNIA**

**PERSONNEL COMMITTEE MEETING  
Wednesday, May 24, 2023  
2:00 P.M.**

**MINUTES**

**OPEN SESSION**

Chair Packard called the meeting to order at 2:00 p.m.

Recording Secretary administered the Roll Call attendance.

Attendance was as follows:

Present: Shawn Dewane, Board Member; Roger Hilton, Board Member; Chris Prevatt, Board Member

Also Present: Suzanne Jenike, Assistant CEO, External Operations; Gina Ratto, General Counsel; Brenda Shott, Assistant CEO, Internal Operations; Cynthia Hockless; Director of Human Resources; Manuel Serpa, Deputy General Counsel; Marielle Horst, Recording Secretary; Anthony Beltran, Audio Visual Technician.

Present via Zoom: Charles Packard, Chair; Steve Delaney, Chief Executive Officer

**2. COMMITTEE MEMBER REQUEST TO PARTICIPATE VIA ZOOM UNDER "EMERGENCY CIRCUMSTANCES" EXCEPTION  
(Government Code section 54953(f))**

**MOTION** by Mr. Dewane, **seconded** by Mr. Hilton to accept Mr. Packard's request to participate in the committee meeting via zoom under the Emergency Circumstances provision of the Brown Act.

The motion passed **unanimously**.

**PUBLIC COMMENT**

None.

**C-1 COMMITTEE MEETING:**

**Approval of Meeting and Minutes**

Personnel Committee Meeting Minutes

October 12, 2022

**MOTION** by Mr. Dewane, **seconded** by Mr. Prevatt, to approve the Minutes.

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The motion passed **unanimously.**

### **ACTION ITEMS**

#### **A-1 INDIVIDUAL ACTION ON ANY ITEM TRAILED FROM THE CONSENT AGENDA**

#### **A-2 REVIEW OF PERSONNEL COMMITTEE CHARTER**

*Presentation by Cynthia Hockless, Director of Human Resources*

**Recommendation:** Review, and recommend the Board approve the revisions to the Personnel Committee Charter.

After Committee discussion, **MOTION** by Mr. Prevatt, **seconded** by Mr. Dewane to adopt all of the revisions to the Personnel Committee Charter as recommended by staff, with the following exceptions and addition:

1. Reject the proposed addition of sections 2.c. and 2.g. to the Charter; and
2. Insert the words "Draft the scope of work for and" at the beginning of section 2.i., so that section 2.i. reads as follows:
  - i. Draft the scope of work for and oversee selection and hiring process of compensation consultant(s).

The motion passed **unanimously.**

#### **A-3 OCERS CEO PERFORMANCE REVIEW CRITERIA**

*Presentation by Steve Delaney, Chief Executive Officer*

**Recommendation:** OCERS Board Chair Dewane would like the committee to direct staff to craft language changing the criteria used in judging the CEO's performance to a process focused on how well the CEO performed in executing the Board's multi-year strategic plan goals.

After discussion, the chair directed staff to prepare proposed revisions to the CEO Performance Evaluation Policy to reflect that the following criteria will be the criteria used in judging the CEO's performance commencing with the 2024 review period:

1. Fund Sustainability
2. Excellent Service and Support
3. Risk Management
4. Talent Management
5. Effective Governance
6. Communications
7. Other criteria that the Board determines is appropriate

The chair further directed staff to present the proposed revisions to the policy to the committee at its next meeting.

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**A-4 CEO PERFORMANCE REVIEW TIME PERIOD**

*Presentation by Steve Delaney, Chief Executive Officer and Cynthia Hockless, Director of Human Resources*

**Recommendation:** Change the period for the Chief Executive Officer's (CEO) performance review from an annual January through December time period, to one that coincides with the OCERS Board's annual September review of the Strategic Plan, by moving the performance review period to September through August.

Make the change effective with a truncated 2023 performance review period of January 2023 through August 2023.

Do NOT change the related salary consideration, with that process remaining as part of the normal October/November budget consideration and approval.

After Committee discussion, **MOTION** by Mr. Prevatt, **seconded** by Mr. Dewane to adopt, and recommend to the Board at its meeting on June 19, 2023, that the Board approve staff's recommendation.

The motion passed **unanimously**.

**INFORMATION ITEMS**

**I-1 CEO ANNUAL SALARY NEGOTIATIONS**

*Presentation by Steve Delaney, Chief Executive Officer*

**Recommendation:** OCERS Board Chair Dewane suggests the OCERS Board appoint a designated representative under Government Code §54957.6(a) to negotiate the salary, salary schedule, or compensation paid in the form of fringe benefits of the OCERS CEO.

After discussion by the committee, the chair directed staff to prepare proposed revisions to the CEO Performance Evaluation Policy to reflect that the OCERS Board will appoint a designated representative under Government Code §54957.6(a) to negotiate the salary, salary schedule, or compensation paid in the form of fringe benefits of the OCERS CEO. The chair further directed staff to present the proposed revisions to the policy to the committee at its next meeting.

**I-2 OCERS CLASSIFICATION AND COMPENSATION STUDY - UPDATE**

*Presentation by Cynthia Hockless, Director of Human Resources*

Ms. Hockless informed the committee of the status of the Classification and Compensation Study, noting the project is currently on track. Mr. Delaney thanked staff and OCEA for their efforts throughout the study.

**COMMITTEE MEMBER COMMENTS**

None

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**STAFF COMMENTS**

None

**CHIEF EXECUTIVE OFFICER**

**COUNSEL COMMENTS**

None

**ADJOURNMENT**

Chair Packard adjourned the meeting at 3:10 p.m.

Submitted by:

DocuSigned by:  
*Cynthia Hockless*  
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Cynthia Hockless  
Committee Liaison

Submitted by:

DocuSigned by:  
*SE DM*  
C00D5744FF39463...  
Steve Delaney  
Secretary to the Board

Approved by:

DocuSigned by:  
*Charles Packard*  
CEB4495A5A6D423...  
Charles Packard  
Chair