

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

**PERSONNEL COMMITTEE MEETING
Wednesday, June 25, 2025
9:00 A.M.**

MINUTES

OPEN SESSION

Chair Dewane called the meeting to order at 9:02 A.M.

Recording Secretary administered the Roll Call attendance.

Attendance was as follows:

Present: Shawn Dewane, Chair; Roger Hilton, Vice Chair; Charles Packard, Board Member; Richard Oates, Board Member

Also Present: Steve Delaney, CEO; Brenda Shott, Assistant CEO of Internal Operations; David Kim, Assistant CEO of External Operations; Molly Murphy, Chief Investments Officer; Darren Dang (Zoom), Chief Technology Officer; Cynthia Hockless (Zoom), Director of Human Resources; Mark Adviento, Director of Member & Employer Relations Section - Member Services; Jennifer Reyes, Finance Manager; Will Tsao, Director of EPMO; Jeff Lamberson, Director of Retirement Operations Section - Member Services; Ivan Cao, Staff Attorney; Sarah Abrahamson, HR Analyst; Melissa Wozniuk, HR Analyst; Dena Gunsolley, Manager of Learning and Organizational Development; Amy Lim, LOD Staff Assistant; Chad Takimoto, Sr. Information Technologist; Peter Felix, Audio Visual Technician; Sean Pham, IT Helpdesk Intern; Amanda Evenson, Recording Secretary; Charles Barfield (CB), OCEA; Maggie Williams-Dalgart (Zoom); Gallagher; Sandi Florez (Zoom), County of Orange; Julie Lam (Zoom), County of Orange

CONSENT AGENDA

C-1 PERSONNEL COMMITTEE MEETING MINUTES

Personnel Committee Meeting Minutes

April 2, 2025

Recommendation: Approve minutes.

A **Motion** was made by Mr. Oates, **seconded** by Mr. Packard, to approve staff's recommendation to approve the minutes.

The motion passed **unanimously**.

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ACTION ITEMS

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

A-2 UPDATE ON MOVING THE WORKFORCE TO BE 100% EMPLOYED BY OCERS AS A SINGLE AGENCY

Presentation by Steve Delaney, CEO, OCERS

Recommendation:

1. Recommend that the Board of Retirement direct Staff to halt the pursuit of legislation to move the County employees to be OCERS direct, and pursue working with the County on making OCERS County Classifications OCERS-specific.
2. Receive and file the Gallagher study.

Mr. Barfield from OCEA presented the results of the staff interest survey regarding the potential transition of County employees to become OCERS direct. Overall, only 38% of County employees expressed support for making the move to OCERS direct, however it was agreed by all that the process of moving County employees to Direct should stop. Mr. Delaney confirmed that the Gallagher study would serve as a starting point for future discussions with the County regarding modifying County employee job descriptions to better match their OCERS duties.

After discussion, a **Motion** was made by Mr. Oates, **seconded** by Mr. Packard, to recommend that the Board of Retirement direct staff to halt the pursuit of legislation to move the County employees to be OCERS direct, pursue working with the County on making OCERS County Classifications OCERS-specific, and to receive and file the Gallagher study.

The motion passed **unanimously**.

A-3 2025 CAREER LADDER – CHIEF INFORMATION SECURITY OFFICER (CISO)

Presentation by Steve Delaney, CEO, and Darren Dang, CTO, OCERS

Recommendation: Approve the Creation of a Career Ladder for a Chief Information Security Officer.

After a presentation from Mr. Delaney, a **Motion** was made by Mr. Hilton, **seconded** by Mr. Packard, to approve the creation of a Career Ladder for a Chief Information Security Officer.

The motion passed **unanimously**.

A-4 TRIENNIAL REVIEW OF THE COMPENSATION POLICY

Presentation by Steve Delaney, CEO, and Ivan Cao, Staff Attorney for Investments, OCERS

Recommendation: Approve and recommend that the Committee adopt the revisions to the Compensation Policy, including incorporating the Incentive Compensation Policy.

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Mr. Cao presented the revisions to the Compensation Policy. Mr. Hilton stated that he would like the Salary Compression Mitigation (Sections 14-20) removed so that it can be reworked by staff.

A **Motion** was made by Mr. Hilton, **seconded** by Mr. Packard, to approve and recommend the revisions to the Compensation Policy, including the Incentive Compensation Policy and Certification Incentive Program, and excluding the proposed revisions to the Salary Compression Mitigation (Sections 14 -20).

The motion passed **unanimously**.

A-5 2025 PENSION ADMINISTRATION SYSTEM (PAS) PROJECT STAFFING PLAN – PHASE II
Presentation by David Kim, Assistant CEO of External Operations, and Cynthia Hockless, Director of Human Resources, OCERS

Recommendation: Approve and recommend to the Board of Retirement the following eight (8) Limited Term position requests for the Disability, Member Services, Finance and Information Technology Departments in preparation for the Pension Administration System (PAS) Implementation, now known as OCERS Horizon:

1. Disability Retirement Program Specialist (1)
2. Member Services Accounting Technician (2)
3. Member Services Retirement Benefits Technician (1)
4. Finance Accountant Auditor (1)
5. Information Technology Business Systems Analyst (1)
6. Information Technology Data Analyst (1)
7. Information Technology AI Automation Engineer (1)

The total estimated annual personnel cost for the proposed staffing changes presented is \$1,133,739. The estimated budget impact for 2025 due to Q4 hiring for several positions is \$97,140; however, staff anticipates the estimated cost for the additional positions in 2025 can be absorbed within the existing 2025 budget.

Mr. Kim and Ms. Hockless presented Phase II of the Pension Administration System (PAS) Project Staffing Plan.

Mr. Hilton expressed concern regarding the pacing of the PAS staffing plan, particularly in relation to the amount of time required to secure a vendor. In response, Mr. Kim reviewed the vendor timeline, which targets having a vendor in place by January 2026 and allows for a three- to six-month training period prior to implementation.

Mr. Packard inquired about the total additional Limited-Term positions and the overall budget impact of the PAS staffing plan. Mr. Kim explained that not all of the Limited Term positions will be filled externally. Of the 22 Limited Term positions approved at the April 2, 2025 Personnel Committee meeting - and subsequently approved at the April 21, 2025 Board meeting - 13 positions would be filled internally while nine (9) would be filled externally. This results in nine (9) additional Limited-Term headcount in 2025.

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The current request before the Personnel Committee is for eight (8) Limited Term positions to be filled externally, resulting in eight (8) additional Limited Term headcount - four (4) in 2025 and four (4) in 2026.

Ms. Shott clarified that the 2025 budget does not require an amendment, as current vacancies within the approved OCERS staffing plan can accommodate the new positions in the current year. The annual cost of the Limited-Term positions will be incorporated into the project budget in future years' budgets.

After discussion, a **Motion** was made by Mr. Oates, **seconded** by Mr. Hilton, to approve and recommend the Board of Retirement approve the eight (8) Limited Term position for the Disability, Member Services, Finance and Information Technology Departments in preparation for the Pension Administration System (PAS) Implementation, known as OCERS Horizon.

The motion passed **unanimously**.

INFORMATION ITEMS

I-1 AGENCY TALENT NEEDS REVIEW PROCESS

Presentation by Cynthia Hockless, Director of Human Resources, Sarah Abrahamson, HR Analyst, and John T. Nguyen, HR Staff Specialist, OCERS

Ms. Abrahamson provided an overview of the new Agency Talent Needs review process designed to help the agency with AI implementation. Mr. Nguyen then outlined the implementation and steps of the new streamlined and standardized process. Mr. Packard recommended reducing the number of required signatures to improve efficiency and suggested adding a timeframe to the DocuSign routing to better respect Senior Executives' time. Chair Dewane thanked the team for improving the efficiency of the process.

Mr. Delaney left the meeting at 10:12 a.m.

I-2 UPDATE ON OUTREACH REGARDING EMPLOYER DATA

Presentation by David Kim, Assistant CEO of External Operations, and Mark Adviento, Director of Member Services, OCERS

Mr. Adviento presented an update on the Employer Data project and reviewed the progress made on the Employer Handbook, as well as the meetings held with the Employers.

COMMITTEE MEMBER/CHIEF EXECUTIVE OFFICER/COUNSEL/STAFF COMMENTS

None.

ADJOURNMENT

Chair Dewane **ADJOURNED** the meeting at 10:19 A.M.

Submitted by:

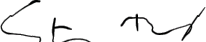
Submitted by:


Approved by:

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Cynthia Hockless
Liaison

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Steve Delaney
Secretary to the Board

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Shawn Dewane
Chair