

OXNARD UNION HIGH SCHOOL DISTRICT
RETIREE HEALTH BENEFITS TRUST

BOARD MEETING MINUTES

August 24, 2012 - 2:00 P.M.

OXNARD UNION HIGH SCHOOL DISTRICT
HUENEME CONFERENCE ROOM

220 South "K" Street, Oxnard, California 93030

The Benefit Trust was established as a cooperative organization between The Oxnard Federation of Teachers and School Employees (OFTSE) and the Oxnard Union High School District (OUHSD). The mission of the Trust shall be to financially ensure, through investment of Trust funds and the cooperative efforts of the OFTSE and OUHSD, a comprehensive health and benefits program for every eligible retiree of the OUHSD at the most efficient cost achievable through unity of design, purchase and administration.

In accordance with requirements of the Americans with Disabilities Act and related federal regulations, individuals who require special accommodation, including but not limited to an American Sign Language interpreter, accessible seating or documentation in accessible formats, should contact the OUHSD Superintendent's office at least two days before the meeting date.

I. OFFICIAL OPENING OF MEETING

The regular Board meeting of the Oxnard Union High School District Retiree Health Benefits Trust was called to order by Co-Chair Henry at 2:00 PM on August 24, 2012 in the Oxnard Conference Room (moved from and adjacent to the Hueneme Conference Room) at 220 South K Street, Oxnard, California 93030.

Trustees present: Jan Henry, Rob Evans, Eric Ortega, Stephen Dickinson. Trustees Tod Deardorff and William Dabbs arrived at 2:05 PM.

Legal Counsel present: Anthony Trembley

Guests present: Michael Laven and Debashis Chowdhury (Canterbury Consultants). John Alamillo (OUHSD Trustee) arrived at 2:20 PM.

II. PLEDGE OF ALLEGIANCE

Trustee Evans led the Pledge of Allegiance.

III. WELCOME OF NEWLY-APPOINTED TRUSTEES

IV. ADOPTION OF AGENDA

Upon motion by Trustee Evans, seconded by Trustee Dickinson, the Board on a 4-0 vote approved the agenda and revised the agenda to provide that Item Nos. VII. 1 and 2, and VIII. 1. (presentations by Canterbury Consultants) would be considered prior to other matters. Trustees Deardorff and Dabbs arrived after adoption of the agenda, at the beginning of the Canterbury Consultants presentation.

V. APPROVAL OF MINUTES: March 2, 2012; April 20, 2012; May 18, 2012; June 11, 2012

Later in the meeting, after conclusion of the Action Items (VII), the Board took the following actions concerning minutes of prior Board meetings:

Upon motion of Trustee Deardorff, seconded by Trustee Ortega, the Board on a 5-0 vote approved the March 2, 2012 minutes as presented. Trustee Dickinson was not present for the vote.

Upon motion of Trustee Deardorff, seconded by Trustee Evans, the Board on a 5-0 vote approved the April 20, 2012 minutes as presented. Trustee Dickinson was not present for the vote.

Upon motion of Trustee Deardorff, seconded by Trustee Ortega, the Board on a 5-0 vote approved the May 18, 2012 minutes as presented. Trustee Dickinson was not present for the vote.

Upon motion of Trustee Deardorff, seconded by Trustee Evans, the Board on a 5-0 vote approved the June 11, 2012 minutes as presented. Trustee Dickinson was not present for the vote.

VI. AUDIENCE TO ADDRESS BOARD OF TRUSTEES:

Those persons wishing to address the Board may do so at this time. Individual presentations are limited to three (3) minutes each, or in the case of a group of people speaking on a specific item, ten (10) minutes will be permitted.

No public comments were received.

VII. ACTION ITEMS

1. Potential Revisions To Current Trust Investment Policies, Guidelines and Objectives (Canterbury Consultants)

The Board received presentations from Canterbury Consultants concerning Item Nos. VII. 1 and 2, and VIII. 1. The Board discussed at length the current investment performance of the Trust, the existing allocation of Trust assets, the Trust's investment policies, goals and objectives, and a rebalancing proposal.

Trustee Dickinson left the meeting at 2:58 PM.

After considerable discussion by the Board, Trustee Deardorff moved to modify the target allocation percentages of Trust assets from its current 60% equities/40% fixed income, to 70% equities/30% fixed income. Trustee Evans seconded the motion. The board voted as follows: Ayes—Trustees Evans, Deardorff and Henry; Nays Trustees Ortega and Dabbs. The motion failed.

The Board deferred further consideration of these items until the next Board meeting.

2. Rebalancing Proposal—Trust Investments (Canterbury Consultants)

The Board deferred further consideration of this item until the next Board meeting.

3. Selection of Board Chair

Trustee Dabbs nominated Trustee Dickinson to serve as the District-appointed Chair. The motion did not receive a second. Trustee Henry thereafter nominated Trustee Ortega, seconded by Trustee Dabbs. The Board approved the motion 5-0.

4. Request To OUHSD For Medicare Part D Reimbursement Funds Transfer

Upon motion by Trustee Deardorff, seconded by Trustee Evans, the Board on a 5-0 vote approved the transfer request.

5. Staff/Clerical Assistance for Trust

Following discussion, Dabbs Trustee indicated he would ask his assistant Sylvia Ochoa to attend meetings for the purpose of taking minutes. The Board will discuss at its next meeting other related Trust administrative matters, including the receipt of notices, storing of Trust files, etc.

6. Status of Website and Documents for Placement on Website

The Board discussed the status of the website and provided guidance on its contents. Upon motion by Trustee Deardorff, seconded by Chair Ortega, the Board voted 5-0 to request OUHSDRHBT.org as the website domain name.

7. *Board Meeting Calendar—Confirm Schedule of Future Board Meetings*
The Board canceled the September 14, 2012 meeting, and set the next regular meeting at 2:00 PM on December 7, 2012.
8. *Follow Up Communications To OUIHSD, OFTSE Arising Out of June 6, 2012 Presentation To OUIHSD Board*
The Board declined to take further action on this item.
9. *Payment of Current Invoices*
 - A. *Vance Thrift & Biller*
Upon motion by Trustee Deardorff, seconded by Trustee Dabbs, the Board on a 5-0 vote approved payment of Invoice No. 46168 in the amount of \$850.00
 - B. *Musick, Peeler & Garrett LLP*
Upon motion by Chair Ortega, seconded by Trustee Deardorff, the Board on a 5-0 vote approved payment of Invoice Nos. 238897, 239968 and 241262 in the total amount of \$6,499.40.
10. *Corrections To March 16, 2012 Board Minutes*
The item was deferred at Counsel Trembley's request to the next Board meeting.

VIII. INFORMATION ITEMS

1. *Investment Performance Review—Second Quarter 2012 and Through July 31, 2012 (Canterbury Consultants)*
2. *Future of Medicare Part D Reimbursement Payments*
Co-Chair Henry indicated that these reimbursements would be ending at the close of the 2012 calendar year.
3. *CSEBO Medical, Dental and/or Vision Income & Expense Reports*
The Board reviewed the current Reports.
4. *City National Bank Checking Account Statement(s)*
The Board reviewed the July 31, 2012 statement.
5. *City National Bank Investment Statement(s)*
The Board reviewed the July 31, 2012 statement.
6. *Trustee Terms*
The Board received a brief report from Counsel Trembley.
7. *Additional Correspondence*
None.

8. Open Comments

None.

IX. ITEMS FOR FUTURE CONSIDERATION ON AGENDA

The Board will again review the Canterbury Consultants items [VII. 1 and 2, and VIII. 1. on today's agenda]; clerical/staff assistance and Trust administrative matters; and the Trust's website. The Board will request Canterbury Consultants to be present at the meeting.

X. FUTURE MEETINGS:

Friday, December 7, 2012—2:00 p.m.

Friday, February 22, 2013—2:00 p.m.

Friday, May 10, 2013—2:00 p.m.

XI. ADJOURNMENT

The Board adjourned the meeting at 4:03 PM.