

OXNARD UNION HIGH SCHOOL DISTRICT
RETIREE HEALTH BENEFITS TRUST

BOARD MEETING MINUTES

May 10, 2013 - 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 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 Board Chair Ortega at 2:12 PM on May 10, 2013 in the Oxnard Union High School District Huene Conference Room at 220 South K Street, Oxnard, California 93030.

Trustees present: Stephen Dickinson, Rob Evans, Jan Henry and Eric Ortega

Trustees absent: William Dabbs and Tod Deardorff

Legal Counsel present: Anthony Trembley

Guests present: Mike Laven (Canterbury Consultants)

II. PLEDGE OF ALLEGIANCE

Trustee Henry led the Pledge of Allegiance

III. ADOPTION OF AGENDA

Upon motion of Trustee Henry, seconded by Trustee Evans, the Board on a 4-0 vote approved the agenda. The Board moved Item Nos. VI. 3, 4 and 6 to the top of the Action Item Agenda, followed by VI. 1, 2 and VII. 1 (Canterbury Consultants presentation), and thereafter the remaining agenda items.

IV. APPROVAL OF MINUTES: FEBRUARY 22, 2013

Upon motion of Trustee Evans, seconded by Trustee Henry, the February 22, 2013 minutes were approved 4-0.

V. 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.

VI. ACTION ITEMS

- I. Rebalancing Proposal – Trust Investments (including review/potential change to NWQ Large Cap Value investment) (Canterbury Consultants)

The Board received a presentation from Canterbury Consultants on current investment performance and a recommendation for a rebalancing proposal concerning current investments. Upon motion by Trustee Ortega, seconded by Trustee Evans, the Board on a 4-0 vote approved Canterbury's rebalancing recommendation to move the full amount of funds currently invested in NWQ Large Cap Value to Robeco.

2. Investment of Excess Funds in City National Bank Checking Account

Upon motion by Trustee Ortega, seconded by Trustee Evans, the Board on a 4-0 vote approved \$200,000 be transferred from the Trust's checking account to the Trust's Investment/Custody account and invested in the EuroPac Growth Equity Fund. Thereafter, Trustee Ortega amended the motion, seconded by Trustee Evans, to change the amount to be transferred to \$150,000. The Board approved the amended motion by a 4-0 vote.

3a. Election of Board Officers (Chairperson and Co-Chairperson)

Upon motion by Trustee Evans, seconded by Trustee Ortega, the Board on a 4-0 vote nominated, closed nomination and approved Trustee Henry to be the Chairperson.

Upon motion by Trustee Ortega, seconded by Trustee Henry, the Board on a 4-0 vote nominated, closed nomination and approved Trustee Dickinson to be the Co-Chairperson.

Chair Henry thereafter presided at the meeting.

3b. Ratification of Renewal of Insurance Policies and Payment of Premiums

Upon motion by Trustee Dickinson, seconded by Trustee Ortega, the Board on a 4-0 vote approved the 2013-14 insurance renewals with TWIW Insurance for \$9,262 as presented (Invoice No 55056).

4. Trust Administration Matters

No action was taken. It was discussed and agreed that Trustee Dickinson, with support of the Business Departments staff and equipment, would prepare the Board agendas, minutes and keep Trust documents. A budget of \$1,000 was included in the Trust budget in support of these costs, to be invoiced to the Trust at the end of the 2013-14 fiscal year.

5. Adoption of 2013-14 Trust Budget

Upon motion by Trustee Ortega, seconded by Trustee Evans, the Board on a 4-0 vote approved the 2013-14 Trust budget of \$119,742 as amended.

6. Consideration of Approval of Payment of Current Invoice(s)

- a. Upon motion by Trustee Evans, seconded by Trustee Dickinson, the Board on a 4-0 vote approved payment of Invoice No. 47368 (\$1,185) to Vance Thrift & Biller.
- b. Upon motion by Trustee Dickinson, seconded by Trustee Evans, the Board on a 4-0 vote approved payment of Invoice No. 251562 (\$2,361.80) to Musick Peeler & Garrett LLP.
- c. Upon motion by Trustee Ortega, seconded by Trustee Evans, the Board on a 4-0 vote approved payment of Invoice No. 18692 (\$12,141) to Canterbury Consultants.

7. Trust Website Administration – Confirm Walthall Enterprises, Inc.

Upon motion of Trustee Evans, seconded by Trustee Dickinson, the Board on a 4-0 vote approved the continuation of website services with Walthall Enterprises, Inc.

8. Setting of Future Board Meeting Date(s)/Time(s)

Upon motion of Trustee Dickinson, seconded by Trustee Evans, the Board on a 4-0 vote set a regular meeting date of

September 6, 2013 at 2:00pm.

9. Medicare Part D Reimbursement Process

Upon motion by Trustee Henry, seconded by Trustee Evans, and adopted on a 4-0 vote, the Board added this agenda item upon finding that the item came to the attention of the Board after the agenda was posted and there was a need to take immediate action. After discussion, and upon motion of Trustee Evans, seconded by Trustee Ortega, the Board on a 4-0 vote authorized the Chair and Co-Chair at their discretion on behalf of the Trust to enter into a contract with Keenan & Associates for services related to submitting the RDS subsidy applications.

10. New Chairperson and Co-Chairperson Authorization

Upon motion of Trustee Evans, seconded by Trustee Dickinson, the Board on a 4-0 vote added this item to the agenda upon finding that the item came to the attention of the Board after the agenda was posted and there was a need to take immediate action. The Board upon motion of Trustee Evans, seconded by Trustee Ortega, on a 4-0 vote approved the authorized Chairperson Henry and Co-Chairperson Dickinson as signatories for the Trust's checking and investment/custody accounts.

VII. INFORMATION ITEMS

1. Canterbury Consulting, Inc.: Report on Trust Investments First Quarter 2013

The Board received a presentation and discussed this item as set forth above.

2. Trust Financial Statement – December 31, 2012

The Board discussed this item as set forth above.

3. Medicare D Reimbursements

The Board discussed this item as set forth above.

4. Medicare Supplement Insurance/Retiree Health Insurance

The Board discussed that the District is working with Keenan & Associates to find lower cost options to provide the same level of benefits.

5. Retiree Medical Benefits (continuing agenda item)

The Board discussed this item as part of #4 above.

6. Utilization of Trust Funds (continuing agenda item)

The Board discussed this item, including the increasing financial burden of retiree premiums, finding a lower cost option, creating a long-term financial plan for the use of Trust funds, and the process and timeline of modifying the Trust to allow for the use of Trust funds. Mr. Trembley advised the Board that the Trust should seek court approval of any early distribution of Trust funds.

7. CSEBO Medical, Dental and/or Vision Income & Expense Report

The Board reviewed and discussed this item as set forth above.

8. City National Bank Checking Account Statements

The Board reviewed and discussed this item as set forth above.

9. City National Bank Investment Statements
The Board reviewed and discussed this item as set forth above.
10. City National Bank 2012 Tax Information Statement
The Board reviewed and discussed this item as set forth above.
11. Recent Check Authorization Forms
The Board reviewed and discussed this item as set forth above. Action item #10 was added to address this matter.
12. Canterbury Notice (ADV Part II)
The Board will carry this item over to the next meeting.
13. TWIW: Insurance Policies/Binder Information; Annual Costs Spreadsheets
The Board will carry this item over to the next meeting.
14. Additional Correspondence
No additional correspondence was received or discussed.
15. Open Comments from Trustees
No additional comments were made or discussed.

VIII. ITEMS FOR FUTURE CONSIDERATION ON AGENDA

1. 2013-2014 Trust Budget Revision
2. Actuarial Study Update
3. Trust Administration Update
4. Canterbury Report
5. Update on Retiree Benefits Change
6. Invoices To Be Paid

IX. FUTURE MEETINGS: *Friday, September 6, 2013—2:00 PM.*

X. ADJOURNMENT

Upon motion by Trustee Henry, seconded by Trustee Dickinson, the Board adjourned the meeting at 4:50 PM.