

**NEW CASTLE COUNTY GOVERNMENT DEFERRED COMPENSATION  
COMMITTEE MEETING MINUTES of 07/08/2021**

The meeting of the NCC Deferred Compensation Committee was held on July 08, 2021 via Zoom. The meeting was called to order at 10:03 am

**COMMITTEE MEMBERS PRESENT:**

Michael Smith, CFO, Chairperson  
Francis Benevento, Pension & Benefits Administrator  
Karen Brown, Benefits & Pension Administrator  
Stephanie Scola, Office of Finance Representative  
Saul Polish, Union Representative

**STAFF PRESENT:**

Vicki Workinger, Human Resources Assistant  
Rowena Liles, Program Analyst  
Grace Dehel, Pension Program Analyst  
Daniel Mann, Pension Program Analyst  
Mengting Chen, Assistant County Attorney 1

**INVITED GUESTS:**

Lisa Rydzefski (MetLife)

**COMMITTEE MEMBERS ABSENT:**

**STAFF ABSENT:**

Jacqueline Jenkins, CHRO

**OTHERS PRESENT:**

Rinku Banerji

Agenda Item	Discussion	Action
Old Business	<ul style="list-style-type: none"> <li>• Approval of Meeting Minutes</li> <li>• Discussion on Consulting Services (Update)</li> <li>• 457(b) Deferred Compensation Plan Review (MetLife)-Follow-up</li> <li>• NCC Code (Sec. 26.03.206) Deferred Compensation Plan (Update)</li> </ul>	<ul style="list-style-type: none"> <li>• Review and approval of Meeting Minutes from the 06/10/21 meeting</li> <li>• Update on Consulting Services.</li> <li>• Update on Deferred Compensation Plan Review</li> <li>• Review and discussion of current County Code</li> </ul>
New Business	<ul style="list-style-type: none"> <li>• 457 RFP</li> </ul>	<ul style="list-style-type: none"> <li>• Discuss Committee placing bid for 457 third party administrator</li> </ul>
Round Table Discussion	<ul style="list-style-type: none"> <li>• Final notes...</li> </ul>	<ul style="list-style-type: none"> <li>• Adjournment of meeting</li> </ul>

## **Meeting Summary**

Frank welcomed everyone and called the meeting of the Deferred Compensation Committee to order.

## **Old Business**

First item discussed was the request to approve the minutes for 06/10/2021.

**Stephanie Scola made a motion to approve the minutes of the June 10, 2021 meeting. The motion was seconded by Michael Smith and approved.**

## **Consulting Services (Follow-up)**

During our November 12, 2020 Deferred Compensation Meeting a discussion was held and included that a best practice would be to obtain a consultant to provide investment advisory and consulting services for the Committee. After our discussion, a motion was made to procure a firm to provide consulting services for the Deferred Compensation Committee.

During our last Deferred Compensation Committee meeting held on May 13, 2021, a motion was made to accept the defined contribution consulting services proposal from NEPC as outlined in the presentation.

During our June 10, 2021 Deferred Compensation Committee meeting, Assistant County Attorney Randy Vesprey provided the Committee with an update on the resolution and informed the Committee the Law Department had to make a few edits before presenting to the Committee for review and approval.

In our discussion regarding the consulting services, Randy also mentioned a few edits where suggested to the services agreement with NEPC and would provide the Committee with a final draft before it is submitted to Council and County Executive Office for approval.

Randy has since resigned from his role here at New Castle County and on behalf of the New Castle County Deferred Compensation Committee; Frank thanked Randy for his dedication and commitment to our Committee and wished him the best of luck in all his future endeavors.

County Attorney Wil Davis has kindly stepped in for Randy and will assist the Committee moving forward until further notice.

Due to the transition, Wil and I will require additional time to complete the draft resolution and draft contractual agreement. Our goal will be to have both completed for review and approval at our next regularly scheduled meeting on August 12, 2021.

Regarding the funding for the new consulting firm, Michael Smith is working with the Finance Department and the Executive Office to secure funding for the consulting services. Frank asked Michael to follow-up regarding the status of the funding in August's committee meeting.

## **457(b) Deferred Compensation Plan Review MetLife (Follow-up)**

During our March 11, 2021 Deferred Compensation Committee meeting a motion was approved to accept the investment listing changes recommended by NEPC.

On May 11, 2021, Resolution R21-082 (Approving investment listing changes to the Deferred Compensation Plan pursuant to New Castle County Code Section 26.03.206) was unanimously approved by Council.

Notification to participants was mailed out in early June. It's standard practice to send the mailing 30 days in advance of the effective date. The new investment lineup change effective date is July 19, 2021.

Stephanie Scola asked if there was any feedback from the letter received? Frank replied that he had not heard anything about the mailing and in the letter, it had to contact Lisa or Stephanie with MetLife.

Saul Polish asked if the letter inspired employees to discuss their options and review their plan options? Lisa from MetLife said that so far, the feedback is good. While Stephanie yielded more calls than Lisa it did help to generate business.

### **Discussion on New Castle County Code (Sec. 26.03.206) Deferred Compensation Plan (Follow-up)**

During our March 11, 2021 Deferred Compensation Committee meeting there was a discussion on loan provisions.

The committee will require additional time for further research and development of a resolution regarding the loan provisions and will provide the Deferred Compensation Committee's an update during our next regularly scheduled meeting on August 12, 2021.

### **New Business**

#### **457(b) Deferred Compensation Plan Administrator RFP Process**

NCC recently executed its 5th successive extension with MetLife for third party administration of our New Castle County 457(b) Deferred Compensation Plan. The original agreement was signed in 2014, was a 3-year agreement with the option to renew for successive 1-year terms.

A best practice for deferred compensation administrator services would be to go out to bid at least every 5 years and in the public sector ever-green contracts are highly frowned upon or in some cases against the law.

Lisa with MetLife mentioned that the NCC 457(b) plan is not subject to ERISA. Frank replied that while not subject to ERISA the County still follows ERISA guidelines to ensure compliance.

Frank recommendation to the Committee to place our current deferred compensation third party administration services out to bid to be in line with best practices and fulfillment of our fiduciary responsibility.

Frank requested a motion to be placed regarding the County's current deferred compensation third-party administration services out to bid via RFP process in line with New Castle County Code and procurement guidelines.

**Saul Polish made a motion to place NCC's deferred compensation third-party administration services out to bid via RFP process. The motion was seconded by Michael Smith and approved.**

**Adjournment**

**Saul Polish made a motion to adjourn the meeting at 10:21 am. The motion was seconded by Frank Benevento and approved.**