

**Peralta Community College District  
Retirement Board Meeting Minutes  
November 21, 2024**

Present Board Members: William (Bill) Withrow (Chair), William (Bill) Riley, Meredith Brown, Greg Nelson, Andrea Epps

Absent Board Members: 0

Absent Advisory Members: 0

Present Advisory Members: Tim Hackett, Michael Wirth, Jerry Hermann, Michael Mills

Present Board Advisors: Christine Williams, Jade Turner-Bond, Nixon Peabody LLP; Janelle Walker, Nixon Peabody LLP; Cheryl Cannistra, Neuberger Berman; Ed Berman, Neuberger Berman; Sultan Khan, Neuberger Berman; Carlos Torres, Neuberger Berman; Marla Powell, PCCD Acting Associate Vice Chancellor of Finance

Guest Speakers: Lisel Wells, Nixon Peabody LLP

Agenda Item	Discussion	Follow-Up Action
<b>I. Call to order</b>	Meeting called to order at 4:07p.m.by Chair Withrow.	
<b>II. – VI.</b>	Board Members, Advisory Members, Advisors present and absent – listed above.	
<b>VII. Approval of Agenda</b>	Motion to approve November 21, 2024, meeting agenda. <b>Approved.</b> AYES: 4 NOES: 0 ABSTAIN: 0 ABSENT: 1	
<b>VIII. Approval of Meeting Minutes</b>	Motion to approve September 26, 2024, minutes. <b>Approved.</b> AYES: 4 NOES: 0 ABSTAIN: 0 ABSENT: 1	



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acknowledged the protocol for reimbursement payments and confirmed that the process would be followed.

**Chair Withrow** introduced Retired Navy Captain Attorney Lisa Wells, Nixon Peabody, LLP to present “In Pursuit of Transparency” Highlights of the Ralph M. Brown Act. Attorney Wells provided a briefing on the Brown Act and California sunshine laws. The discussion also included upcoming changes in teleconferencing rules and potential consequences of violating the Brown Act. Ms. Wells presented information to the Board members to ensure compliance with the Brown Act, including posting agendas, providing public access, and conducting meetings in accordance with the Act. **Understanding the Brown Act and Compliance:** Lisel discussed the Brown Act, a law governing the conduct of meetings by public agencies in California. She clarified that while not all participants are technically subject to the Act, they can still contribute to compliance. She explained that a meeting under the Brown Act requires a quorum, and certain gatherings like conferences and fundraisers are excluded. She also warned about the consequences of violating the Act, such as invalid actions. Lisel emphasized the importance of open meetings and the availability of Zoom access for the public. She also cautioned against serial meetings, which involve separate conversations with individuals leading to a collective decision. **Board Meeting Rules and Accommodations**

Attorney Wells discussed the changes in the rules regarding board meetings, emphasizing that members of the public don't need to register to participate. She highlighted the importance of accommodating people with disabilities and the recent change allowing the exclusion of disruptive individuals from meetings. Lisel also explained the notice requirements for regular and special meetings, noting that special meetings can be noticed within 24 hours and typically cover only one topic. She mentioned that emergency meetings, although not common, can be held in response to physical disasters or significant events in the investment world.

**Teleconferencing and Brown Act Compliance:** Lisel discussed the changes in teleconferencing over the years, emphasizing that the frequency of use now determines the ability to call in remotely. She explained that if a board typically meets more than three times a month, individuals could call in remotely seven times a year, but if the board met twice a month, this was reduced to five times a year. She also highlighted the importance of compliance with the Brown Act, which governs public agency meetings. She noted that the Brown Act requires a quorum of the Board to be within the jurisdiction, actions taken during

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<p><b>XII. Meketa Investment Group Investment Performance Review</b></p>	<p>teleconferences must be by roll call, and public access must be provided. She also mentioned that the Brown Act allows for closed sessions for specific topics like litigation, real estate negotiations, and personnel matters. Lastly, she emphasized that violations of the Brown Act can lead to legal actions and that accidental violations can be cured by subsequent meetings.</p> <p><b>Brown Act Consequences and Compliance:</b> Lisel discussed the potential consequences of violating the Brown Act, including adverse media coverage, legal expenses, and disruption of the board's functions. She provided examples of institutions that had faced legal actions for Brown Act violations. Lisel emphasized the importance of compliance to avoid negative publicity and legal costs. Retirement Board Chair Bill Withrow asked about the possibility of discussing investment of pension funds in closed sessions, to which Lisel confirmed that such discussions could be held in closed sessions if they were not public information.</p> <p><b>Confidentiality, Performance, and Investment Updates:</b> In the meeting, Lisel discussed the importance of maintaining confidentiality in investment decisions to avoid market impact. Christine mentioned to expect 2025 enhancements the agenda based on legal counsel's recommendations. <b>Board Member Meredith Brown</b> joined the meeting during the Brown Act presentation, greeting the Board and guest speaker.</p> <p>Retirement Board Chair <b>Bill Withrow</b> presented the Meketa Investment Group's performance report, highlighting their strong performance in the third quarter. The Trust II performance report beginning market value was 1,494,783.00 as of September 30, 2024, which demonstrated strong performance over the fiscal year to-date. The portfolio gained 6.4%, outperforming the benchmark by 20 basis points (6.2%) during the period. The portfolio has gained 22.9% over the trailing one-year period, outperforming the policy benchmark by 50 basis points during (22.4%).</p>	
<p><b>XIII. Neuberger Berman Investment Performance Review</b></p>	<p><b>Mr. Sultan Khan</b> presented the performance review for Trust I with a current market value of \$186,356,620 as of November 15, 2024. Sultan discussed the positive reaction of financial markets to the outcome of the US election, with the market reacting positively to the prospect of a divided government. Mr. Khan highlighted that the market has been constructive, with anything hinting at an "America First" stance doing exceptionally well. He also noted that the market is uncertain about the Federal Reserve's next move, with a 55-60% probability of a rate cut in December. Sultan emphasized that the US economy is doing well, with strong GDP growth and low unemployment, the consumer market upper end doing well and the lower end</p>	

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	<p>feeling the pressure of higher prices. He also noted that the market is adjusting its expectations for Federal Reserve rate cuts, with the current expectation being around 3-4 cuts.</p> <p><b>Portfolio Adjustments and Political Uncertainty:</b></p> <p>Mr. Khan explained the macroeconomic backdrop and the changes made to the portfolio. He highlighted the trimming of equity exposure and the addition to the fixed income due to the increase in interest rates. The performance of the portfolio was reviewed, showing an 18% increase over the last year. Sultan also addressed the political situation, particularly the potential impact of the Trump administration on the market and the uncertainty surrounding policy initiatives. He suggested that the market would adjust once more clarity is provided by the new administration.</p> <p><b>Investment Policy Benchmark From 12/31/2021 to current</b> consists of 3% ICE US Treasury 3-Month Bill, 26% Bloomberg U.S. Aggregate, 8% Bloomberg U.S. Corporate High Yield, 8% EMD Blended, 16% S&amp;P 500, 8% Russell 2000, 8% MSCI EAFE, 4% MSCI Emerging Markets, 4% MSCI All Country World, 3% Bloomberg Commodity, 4% HFRX Global Hedge Fund, and 8% Cambridge Associates PE Index. From 6/30/2021 to 12/31/2021 consists of 3% ICE US Treasury 3-Month Bill, 26% Bloomberg U.S. Aggregate, 8% Bloomberg U.S. Corporate High Yield, 8% EMD Blended, 16% S&amp;P 500, 8% Russell 2000, 8% MSCI EAFE, 4% MSCI Emerging Markets, 4% MSCI All Country World, 3% S&amp;P GSCI Commodity, 4% HFRX Global Hedge Fund, and 8% Cambridge Associates PE Index. From 10/31/2013 to 6/30/2021 consists of 30% Bloomberg U.S. Aggregate, 5% Bloomberg U.S. Corporate High Yield, 3% Bloomberg Global Aggregate Ex-USD, 21% Russell 1000, 7% Russell 2500, 10% MSCI EAFE, 5% MSCI Emerging Markets, 4% NAREIT Equity, 3% Bloomberg Commodity, 6% HFRI FoF Composite, and 6% Cambridge Associates U.S. PE Index. From 5/31/2012 to 10/31/2013 consists of 35% Bloomberg U.S. Aggregate, 5% Bloomberg U.S. Corporate High Yield, 23% Russell 1000, 8% Russell 2500, 15% MSCI EAFE, 7% MSCI Emerging Markets, 4% NAREIT Equity, and 3.0% Bloomberg Commodity Index. From 1/31/2006 to 5/31/2012 consists of 35% Bloomberg U.S. Aggregate, 30% S&amp;P 500, 10% Russell 2000, 20% MSCI EAFE, and 5% NAREIT Equity Index.</p>	
<p><b>XIV. Schedule Future Board Meetings</b></p>	<p>The next Retirement Board meeting is scheduled for December 12, 2024, via Zoom and in-person at the Sequoyah Country Club Board room from 3 p.m. to 6 p.m.</p>	

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<b>XV. Adjournment</b>	After determination that all Retirement Board business had concluded Retirement Board Chair Bill Withrow adjourned the meeting at 5:20pm	
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Minutes taken: Christine Williams

Meeting Minutes and Agendas are posted on the Retirement Board website: <http://web.peralta.edu/retirement-board>.

