

INTER OFFICE MEMO

Administration and Finance Committee
Summary Minutes
July 1, 2020

The meeting was called to order at 8:30 a.m. via Teleconference pursuant to the provision of the Governor's Executive Orders N-25-20 and N-29-20. Those in attendance were:

Committee Members:	Director Al Dessayer Director Sue Noack Director Don Tatzin
Staff:	General Manager Rick Ramacier Chief Financial Officer Erick Cheung Authority Attorney Madeline Chun Authority Workers Compensation Attorney Courtney Masterson

1. Approval of Agenda- Approved by each member of the A&F Committee
2. Public Communication- None
3. Approval of Minutes of June 3, 2020- Approved by each member of the A&F Committee.
4. Closed Session: Liability Claims (Government code Section 54956.95) Claim against Central Contra Costa Transit Authority; Claimant: Virgillo Sanchez

Open Session: Report of Action taken in Closed Session – Direction was provided to staff.

5. Public Agency Retirement Services (PARS) OPEB Trust (Representatives from PARS will discuss County Connection's OPEB Trust Performance). – Andrew Brown of Highmark Capital Management, Rachael Sanders PARS Manager and Nik Weigand PARS Senior Coordinator reported on the performance of CCCTA's OPEB Trust. The performance from inception to May 31, 2020 was on target at 5.33% with a balance of \$4,157,566 based on a Moderately Conservative Index Strategy. The committee reviewed and accepted the report and forwarded to the Board as an information item.
6. Review of Vendor Bills, June 2020- Reviewed.
7. Legal Services Statement, March 2020 Labor - Approved.
8. Next Scheduled Meeting – The next meeting is set for scheduled for 8:30 am on Wednesday, August 5th via teleconference.
9. Adjournment- The meeting was adjourned

Erick Cheung, Chief Financial Officer