



Agenda Date: 6/28/2005  
Agenda Placement: 6JJ

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Pamela Kindig - Auditor-Controller  
Auditor - Controller  
**REPORT BY:** Pamela Kindig, Auditor-Controller, 253-4647  
**SUBJECT:** Out of State Travel

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### **RECOMMENDATION**

Auditor-Controller requests authorization for out of state travel for Auditor-Controller Pamela Kindig to attend the annual National Association of Government Defined Contribution Administrators, Inc. (NAGDCA) Conference in Miami, Florida, from September 17 - September 22, 2005.

### **EXECUTIVE SUMMARY**

The NAGDCA conference is held annually at various locations throughout the United States, alternating between the east and west. The 2005 conference is being held in Miami, Florida from September 17 - September 22, 2005. This annual conference is an educational gathering of governmental professionals involved in the operational activities of local deferred compensation plans. The Napa County Deferred Compensation Board of Control is a seven-member board appointed by the Board of Supervisors to oversee the day-to-day operations of the County's Deferred Compensation Plans. Board members attend this annual conference on a rotational basis.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	The conference costs are estimated to be \$2,000.00 per person including registration, airfare, hotel room, and meals. Costs for this conference are budgeted in Central Services.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The information and materials obtained from this conference will benefit all County employees participating in the Deferred Compensation Plan.

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Is the general fund affected? Yes

Future fiscal impact: Attendance at this conference in future years will occur if the funds are available. Deferred Compensation Board of Control members rotate attendance at this conference.

Consequences if not approved: Information and materials on current developments in the area of defined contribution plans will not be available to benefit the employees of Napa County.

Additional Information:

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

The NAGDAC conference is an excellent opportunity for members of the Napa County Deferred Compensation Board of Control to receive up-to-date quality information and materials. The focus of the 2005 Conference is "Tides of Change: Planning for Retirement." The General Sessions will include information on a variety of national events and issues including the recent proposal to privatize Social Security and the IRS audits being conducted on defined contribution plans. Concurrent sessions will include such areas as loans, market timing, education and advice, and fees and revenue sharing.

The County's travel policy requires Board of Supervisors' authorization for elected official's out of state travel, thus, this request for authorization for the Auditor-Controller's travel to this conference. County Counsel, as a member of the Deferred Compensation Board of Control, will also be requesting travel authorization to this conference. However, in accordance with the County's Policy, County Counsel's out-of-state travel requires authorization from the County Executive Officer.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Ziálcita