



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 7/22/2014

Agenda Placement: 7H

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Tracy Schulze - Auditor-Controller
Auditor - Controller
REPORT BY: Tracy Schulze, AUDITOR-CONTROLLER - 299-1733
SUBJECT: Out of State Travel

RECOMMENDATION

Auditor-Controller and Treasurer-Tax Collector, as members of Napa County's Deferred Compensation Board of Control, report out of state travel to attend the National Association of Government Defined Contribution Administrators, Inc. (NAGDCA) Conference, to be held in San Antonio, Texas from September 13-17, 2014.

EXECUTIVE SUMMARY

NAGDCA is a professional organization of public officials established 28 years ago to help governmental entities understand and address issues regarding public sector defined contribution plans. This annual conference is an educational gathering of governmental professionals to share information on investments, marketing, administration, and laws relating to 457 and 401(a) 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 of Control members attend this annual conference on a rotational basis.

The County's travel policy requires that all out of state travel by elected officials must be reported to the County Executive Officer and the Board of Supervisors prior to commencement of travel.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes

Where is it budgeted?	The conference costs including registration, travel and lodging are estimated to be \$2,200 per person, and is budgeted in the Deferred Compensation Division.
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.
Is the general fund affected?	Yes
Future fiscal impact:	None.
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

NAGDCA is a professional organization of public officials established 28 years ago to help governmental entities understand and address issues regarding public sector defined contribution plans. This annual conference is an educational gathering of governmental professionals to share information on investments, marketing, administration, and laws relating to 457 and 401(a) 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 of Control members attend this annual conference on a rotational basis.

The NAGDCA 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 on the 2014 annual conference is "Navigating the Waters Towards Retirement Readiness", specifically helping plan participants prepare for a better retirement, increasing participation, plan structures, administrative issues, and overall financial planning for employees. The sessions will include information on a variety of topics including best practices, behavioral economics and behavior change, fiduciary duties of plan sponsors and administrators, and updates on investment vehicles and plan designs.

The County's travel policy requires that all out of state travel by elected officials must be reported to the County Executive Officer and the Board of Supervisors prior to commencement of travel.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi