



GOVERNMENT OF GUAM
RETIREMENT FUND
 STABILITY · SECURITY · REWARDS

Lourdes A. Leon Guerrero
 Governor

Joshua F. Tenorio
 Lieutenant Governor

Paula M. Blas
 Director

Trustees:

Wilfred P. Leon Guerrero, Ed.D.
 Chairman

Antolina S. Leon Guerrero
 Vice Chair

Katherine T.E. Taitano
 Secretary
 Chair, Members and Benefits Committee

Artemio R.A. Hernandez, Ph.D.
 Treasurer
 Chair, Investment Committee

Thomas H. San Agustin
 Trustee

David N. Sanford
 Trustee

George A. Santos
 Trustee

BOARD OF TRUSTEES
Regular Meeting
 Thursday, November 10, 2022, 12:30 P.M.
 Retirement Fund Conference Room

MINUTES

DEFINED CONTRIBUTION

I. ATTENDANCE, QUORUM, AND CALL TO ORDER

After determining a quorum was present, the Retirement Fund Board of Trustees Regular Meeting for the Defined Contribution Plan was called to order at 12:40 p.m. Thursday, November 10, 2022, in the Retirement Fund Conference Room. Chairman Wilfred P. Leon Guerrero officiated.

Board of Trustees Present:

Wilfred P. Leon Guerrero, Chairman
 Antolina S. Leon Guerrero, Vice Chair
 Artemio R.A. Hernandez, Treasurer *(Via Zoom)*
 Thomas H. San Agustin, Trustee *(Via Zoom)*
 David N. Sanford, Trustee *(Via Zoom)*
 George A. Santos, Trustee

Board of Trustees Absent:

Katherine T.E. Taitano, Secretary *(Excused)*

Staff Present:

Paula Blas, Director
 Jackie Blas, Recording Secretary

Third Party Administrator Present:

Bjorn Hauerbach, Director, Client Relations & Participant Engagement, Empower

II. REVIEW AND APPROVAL OF BOARD MINUTES

A. October 14, 2022 Regular Meeting

Trustee George Santos, seconded by Vice Chair Antolina Leon Guerrero, moved to approve the Minutes of the October 14, 2022 Regular Meeting, subject to technical corrections. Without objection, the motion passed.

III. CORRESPONDENCE

None

IV. DIRECTOR'S REPORT - EXECUTIVE SUMMARY

1. *Standard Insurance* - An updated summary report as of October 31, 2022 on the status of applications and individuals on Group Long Term Disability (LTD) is provided for the Board's information. Director Paula Blas stated that there are 40 active claims as of October 31, 2022.

Financial Report

1. *Contributions* - Director Blas stated that as of November 8, 2022, all agencies are current with their Fiscal Year 2023 employee and employer contributions.

2. *Financial Statements* - Director Blas stated that the books for the month ended October 31, 2022 are scheduled to close on November 28, 2022. The books for Fiscal Year Ending September 30, 2022 were closed. Director Blas stated that the audit for both DC and DB are ongoing.

V. THIRD PARTY ADMINISTRATOR'S REPORT

A. Contribution Report – October 2022

Director Blas stated that Bjorn Hauerbach, Director, Client Relations & Participant Engagement, Empower, provided the TPA Report for the month ended October 31, 2022 on the DC Retirement System 401(a) Plan and the 457 Deferred Compensation Plan.

Mr. Hauerbach stated that the 401(a) Plan had total assets of \$426,027,461.42. There was an increase of \$20,531,243.30 or 5.06% from the previous month. The market effect was 4.03%. The 457 Plan had total assets of \$115,322,689.81. There was an increase of \$5,490,641.17 or 5.00% from the previous month. The market effect was 4.06%.

Mr. Hauerbach stated that the 401(a) Plan had total contributions of \$2,990,695.22. There was a decrease in contributions of \$421,231.62 or -12.35% from the previous month. The 457 Plan had total contributions of \$974,681.34. There was a decrease in contributions of \$249,335.25 or -20.37% from the previous month. Vice Chair Antolina Leon Guerrero asked whether the decrease in contributions a snapshot issue. Mr. Hauerbach stated that it's timing of contributions. September was a large contribution month and October was less.

Mr. Hauerbach stated that the 401(a) Plan had disbursements totaling \$2,025,864.87. The 457 Plan had disbursements totaling \$837,705.25. Vice Chair Leon Guerrero inquired about the disbursement for retirement in the 401(a) totaling \$1,654,465.72. Trustee George Santos stated that the number represents an accumulative of retirees. Vice Chair Leon Guerrero also inquired about an employee's account balance at retirement of \$13,644,248.00. Mr. Hauerbach stated that the amount is incorrect.

Mr. Hauerbach stated that the 401(a) Plan has a total of 7,228 participants receiving employer contributions. The 457 Plan has 5,730 actively contributing participants. The 401(a) Plan has 85 first-time contributors and the 457 Plan has 24 first-time contributors. Mr. Hauerbach stated that there were 4 retirees in the month of October; of the 4 retirees, 2 elected a full withdrawal, 1 elected a partial withdrawal with the balance on a periodic annuity, and 1 elected no distribution. Mr. Hauerbach pointed out that there were 460 walk-ins and 487 other participant engagements for a total of 947 engagements in the month of October. Trustee Santos asked to include the statistics of the Call Center engagements. Mr. Hauerbach stated that he will include the Call Center engagements in the report.

Mr. Hauerbach provided the following updates:

- Update Participant Profile - a statement message will be sent out in January 2023 for participants to stay in touch and to update their profile to include current email address and contact number.
- Personalized Automated Messaging - participants adding information about themselves - biographical data, specific holdings in portfolio, additional debts like mortgage or auto loan.
- Communications Strategist - Lisa Hocks, based out of Hawaii, has done a really good job of customizing Empower's marketing materials such as Guam History and Chamorro Heritage Day Flyer in March, and the Liberation Day Flyer in July both won the Marketing Communications Award. The Webinar advertising campaign which is Grace Atalig's one-on-one group seminars also received an award.
- Call Center and Online Experience - 635 total calls answered in the Third Quarter of 2022. There is a call survey and the after-call survey question is: "Please rate your overall satisfaction with the rep you spoke with." The after-call survey had positive results. The year-to-date average rating is 4.62%, which is above Empower's average. Treasurer Artemio Hernandez asked how many participants responded to the after-call survey. Mr. Hauerbach stated that he does not have the number but, he will look into how many participants responded to the survey.

VI. STANDING COMMITTEE REPORTS

A. Investment Committee

Treasurer Hernandez reported that the Investment Committee Meeting was held on November 8, 2022. The Committee reviewed and approved the Investment Committee Meeting Minutes of October 13, 2022.

Next Quarterly Performance Meeting – Treasurer Hernandez informed the Board that the next Quarterly Performance Meeting is scheduled for December 15, 2022. Treasurer Hernandez stated that Cameron Systemans of Mercer Investment Consulting, Inc. will be attending in person.

B. Members and Benefits Committee

No report was made at this time.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

None

IX. OPEN DISCUSSION / GENERAL PUBLIC INPUT

None

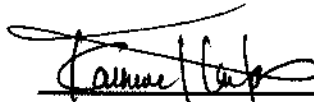
X. ANNOUNCEMENTS

None

XI. ADJOURNMENT

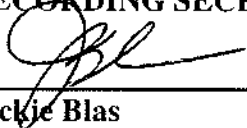
There being no further business before the Board for the Defined Contribution Plan, on motion of Trustee George Santos, seconded by Vice Chair Antolina Leon Guerrero, and without objection, the meeting was adjourned at 1:00 p.m. Motion passed.

I hereby certify that the foregoing is a full, true and correct copy of the Minutes of November 10, 2022 Regular Meeting duly adopted and approved by the Government of Guam Retirement Fund Board of Trustees on December 16, 2022.



KATHERINE E.E. TAITANO, Board Secretary

RECORDING SECRETARY:



Jackie Blas