



PERA Board Meeting

PERA Building • Senator Fabian Chavez, Jr. Board Room
33 Plaza La Prensa • Santa Fe, NM 87507

Thursday, March 28, 2024

9:00am

INVESTED IN TOMORROW.

AGENDA

1. **Call to Order** Paula Fisher, Board Chair
2. **Pledge of Allegiance and Salute to the Flag of New Mexico**
3. **Roll Call**
4. **Approval of Agenda** Action Paula Fisher, Board Chair
5. **Approval of Meeting Minutes** Paula Fisher, Board Chair
 - A. Approval of February 29, 2024 Board Meeting Minutes Action
6. **Reports of Committees**
 - A. **SmartSave Committee**; March 12, 2024
 1. Approval of Committee Recommendation of PERA SmartSave Fee for FY24 Action Tony Garcia, Committee Chair
 - B. **Governance Committee**; March 12, 2024 Informational Augustine Romero, Committee Chair
 - C. **Audit & Budget Committee**; March 12, 2024 Informational Valerie Barela, Committee Chair
7. **Approval of Consent Agenda** Action
8. **Unfinished Business**
 - A. **Items removed from Consent Agenda if necessary** Action
9. **New Business**

Board will Recess to Executive Session NMSA 1978, §10-15-1 (H) (3)

Administrative Appeal

 1. **Emmeral F. Waldo**

Board will Recess to Executive Session NMSA 1978, §10-15-1 (H) (2)

 1. **Executive Director Evaluation and Compensation Discussion**

Board will Convene to Regular Session
 - A. **Final Decision on Administrative Appeal**
 1. Emmeral F. Waldo (PID 471863) Action
 - B. **Approval of Executive Director Compensation Increase** Action Paula Fisher, Board Chair
 - C. **Executive Director's Report** Informational Greg Trujillo, Executive Director
10. **Public Comment** (Limited to three [3] minutes, at the discretion of the Chair)
11. **Adjournment**

Any person with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Trish Winter at 505-795-0712 or patriciab.winter@pera.nm.gov at least one week prior to the meeting, or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact Ms. Winter if a summary or other type of accessible format is needed.

SmartSave Committee Meeting

PERA Building 33 Plaza La Prensa
Santa Fe, NM 87507

March 12, 2023

9:00 am

Committee Members:

Tony Garcia – Chair

Valerie Barela

Maggie Toulouse Oliver

Juan Diaz – Vice Chair

Agustine Romero

AGENDA

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**

4. **Approval of Agenda**
5. **Approval of Consent Agenda**
6. **New Business**

ITEM			Presenter
A.	Approval of PERA SmartSave Fee for FY24	Action	Karyn Lujan, DC Plan Manager
B.	Q2 FY24 Plan Activity Review (December 2023)	Informational	Karyn Lujan
C.	Q2 FY24 Investment Performance Review (December 2023)	Informational	Karyn Lujan, Paul Cowie, Meketa
D.	PERA SmartSave Fund Lineup Review: 1. Standalone Core Fund Options 2. Target Date Funds Asset Allocation	Informational	Karyn Lujan, Paul Cowie, Michael Shackelford, PERA CIO


7. Adjournment

Consent Agenda

Approval of the SmartSave Committee Minutes for: June 13, 2023, August 31, 2023, and September 12, 2023

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PERA SmartSave

Deferred Compensation Plan 



PERA

Recommendation To Approve the PERA SmartSave Fee for 2024

March 12, 2024

Karyn Lujan, PERA SmartSave DC Plan Manager

Fee Policy Summary

- PERA Board adopted a Fee Policy, which established a new fee, separate from the Third-Party Administrator's fee, to cover PERA's oversight costs for the voluntary PERA SmartSave Plan.
- The PERA Board approved a \$2.96 *PERA SmartSave Administrative Fee*, which was implemented for Q2 2023; a fee holiday for this new fee is currently in effect.

Your Fee Detail

Fee Type	Amount
Administrative Fees	\$26.00
PERA SmartSave Administrative Fee	\$2.96
Total	\$28.96

} As displayed on the participant statements.

Fee Type	Amount
Administrative Fees	\$26.00
Total	\$26.00

} As displayed when in fee holiday.

- In accordance with the Fee Policy, PERA SmartSave Committee/Board is to review and approve the *PERA SmartSave Administrative Fee* each year; this fee shall remain \$2.96 for calendar year 2024 and charged if needed.

Fee Policy Appendix

Per participant fees	Service
\$10 + 0.135% of balance; capped at \$104/year	Third Party Administrator Fee through 9/30/2027
\$100,000/year	Investment Consultant Fee through 9/30/2025
\$158,440/FY24	PERA's Projected Internal Operating Fee/One Full Time Employee: <ul style="list-style-type: none"> • Personnel Services and Employee Benefits \$129,340 • Contractual Services \$10,000 • Other \$19,100
Total: \$258,440	Breakdown of per participant PERA internal administrative fee: <ul style="list-style-type: none"> • 23,235 average chargeable participants from FY23 • $\\$258,440 / 23,235 = \\$11.12/\text{year}$ • $\\$11.12 / 4 \text{ quarters} = \\$2.78/\text{quarter}$ • Final internal admin smoothing rate = \$2.96/participant/quarter

**The Plan already receives four cents per SSN, per quarter from the TPA fee.*

Fiscal Year	Projected Amount	Actual Amount
FY 2023	\$252,600	\$219,833



INVESTED IN TOMORROW.

Governance Committee Meeting

PERA Building • Senator Fabian Chavez, Jr. Board Room
33 Plaza La Prensa • Santa Fe, NM 87507

Tuesday, March 12, 2024
following SmartSave Committee

Committee Members

Augustine Romero, *Committee Chair*
Francis Page, *Committee Vice Chair*
Stephen Astorga

Tony Garcia
Roberto Ramirez

AGENDA

- 1. Call to Order**
 - 2. Roll Call**
 - 3. Approval of Agenda**
 - 4. Approval of Governance Committee Minutes**
 - A.** September 28, 2023 Governance Meeting Minutes
Action Augustine Romero, Committee Chair
 - 5. New Business**
 - A.** 2024 Governance Committee Workplan
Action Anna Williams, Deputy Director
 - B.** Presentation on the CEM Benchmarking Survey
Informational Jim Stamper; Yvette Van Velsen: CEM Benchmarking
 - C.** Report on Board Financial Disclosures
Informational Anna Williams
 - D.** Presentation on yearly training requirements of the Board
Informational Anna Williams
 - 6. Adjournment**
-

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PERA

Public Employees
Retirement Association
of New Mexico

Paula Fisher
Chair, State Member
Greg Trujillo
Executive Director

Phone: (505) 476-9300
Fax: (505) 476-9401
Toll Free: 1 (800) 342-3422
Website: www.nmpera.org

INVESTED IN TOMORROW.

MEMORANDUM

TO: Governance Committee
FROM: Anna Williams, Deputy Director
DATE: March 12, 2024
SUBJECT: 2024 Governance Work Plan

The purpose of the Governance Committee is to assist the PERA Board in fulfilling its fiduciary responsibilities to the PERA Trust and its oversight and governance of the Association and the Board. The Committee is authorized by NMSA 1978, Section 10-11-130 and Rule 2.80.200 NMAC. By rule, the Committee is responsible for developing, reviewing, and monitoring compliance with the PERA Board's Policies and Procedures, Code of Conduct, complaint procedure, and proposed Board disciplinary actions.

The Committee will, in collaboration with the Executive Director and appropriate designated staff:

- Informs the Board regarding matters including but not limited to Board elections, educational requirements, travel and potential or actual conflict of interests.
- Review, develop and ensure the timing and processes for the following:
 - Strategic Planning
 - Annual Board self-assessment
 - Annual Executive Director performance evaluation

The following is the 2024 Governance Committee Work Plan:

March 12, 2024

- Presentation 2024 Governance Work Plan
- Presentation on the CEM Benchmarking Survey
- Report on Board Financial Disclosures
- Presentation on Yearly training requirements of the Board

June 11, 2024:

- Presentation on the CEM Benchmarking report
- Present a non-financial conflict of interest form for the Board members to adopt.

September 10, 2024

- Report on the Board elections
- Present a non-financial conflict of interest form for the Board members
- Update on Strategic Plan



March 7, 2024

Page 2

December 10, 2024

- Board Members Annual Education and Related Travel
- Report on Board Member Gift Reporting
- Update on Strategic Plan

Also, the following items to come before the PERA Board in 2024:

July 23-24, 2024

- Board's self-evaluation

The Work Plan is subject to change as needed.



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Audit & Budget Committee Meeting

PERA Building • Senator Fabian Chavez, Jr. Board Room
33 Plaza La Prensa • Santa Fe, NM 87507

Tuesday, March 12, 2024

following SmartSave Committee

Committee Members

Valerie Barela, *Chair*
Diana Rosales Ortiz, *Vice Chair*
Laura Montoya

Francis Page
Augustine Romero

AGENDA

1. **Call to Order**
 2. **Roll Call**
 3. **Approval of Agenda**
 4. **Approval of Audit & Budget Committee minutes**
 - A. August 31, 2023 Audit & Budget Committee minutes
 5. **New Business**

A. 2024 Audit and Budget Committee Work Plan	Action	Anna Williams, Deputy Director
B. Investment Governance Internal Control Assessment Report	Informational	Emily Wilson, CPA, CFE; Kelly Burton, CPA, CliftonLarsonAllen
C. Follow-Up on Internal Audit Observations Internal Control Assessment Report	Informational	
D. Fiscal year 2024 Budget Projection through February 29	Informational	Anna Williams
 6. **Adjournment**
-

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INVESTED IN TOMORROW.

MEMORANDUM

TO: Audit and Budget Committee
FROM: Anna Williams, Deputy Director
DATE: March 12, 2024
SUBJECT: 2024 Audit and Budget Committee Work Plan

The purpose of the Audit and Budget Committee is to assist the PERA Board (Board) in fulfilling its fiduciary oversight responsibilities by participating in the selection and evaluation of PERA's independent external and internal auditors. The Committee also provides oversight and approval of PERA's budget and general oversight of risk management activities. The Committee assists in keeping the Board informed of any legal and accounting developments that impact the presentation and reporting of financial information, obtaining information or briefings from the internal and external auditors, and working with PERA executive staff to develop recommendations and advice to the Board.

The following is the 2024 Audit and Budget Committee Work Plan:

March 12, 2024

- 2024 Audit and Budget Committee Work Plan
- Internal Auditors – Investment Governance and Follow-Up on Internal Audit Observations Reports
- Fiscal year 2024 Budget Projection through February 29

April 25, 2024

- Fiscal year 2025 Operating Budget

June 11, 2024:

- Internal Auditors – To be determined
- Annual review of the Audit and Budget Committee Charter
- Presentation on GASB 96 Subscription-Based Information Agreements and the impact to PERA
- Fiscal year 2024 Budget Projection through May 31

August 29, 2024:

- Fiscal year 2026 Appropriation Request



December 10, 2024:

- Internal Auditors - To be determined
- Memorandum of Continuity
- Fiscal year 2024 Budget and Actual Statement
- Fiscal year 2025 Budget Projection through November 30

Also, the following items must be presented to the Board in 2024 as informational or action items:

April 25, 2024:

- Fiscal year 2025 Operating Budget

August 29, 2024:

- Fiscal year 2026 Appropriation Request

The work plan is subject to change based on the progress of projects and the needs of the Audit and Budget Committee.



PERA

Public Employees
Retirement Association
of New Mexico

PERA Board Meeting
March 28, 2024
CONSENT AGENDA

INVESTED IN TOMORROW.

1. **Ratification of Retirements** - Benefits processed through: 3/1/2024
 - a. Normal
 - b. Deferred
 - c. Reciprocity to ERA
 - d. Non-Duty Death
 - e. Non-Duty Disability
 - f. Reciprocity to PERA
2. **Duty & Non-Duty Deaths**
 - a.
3. **Affidavits for Free Military Service:**
 - a. Tony Atamirano - 12 months
4. **Resolutions**
 - a. **Town of Bernalillo** – The Town of Bernalillo held an election on March 7th, 2024. The majority of eligible Municipal Police Plan 4 members voted to adopt Municipal Police Plan 5. The new plan will take effect the first full pay period in April 2024.
 - b. **Sandoval County** – Sandoval County’s Board of Commissioners passed Resolution No. 2-7-24.9C Authorizing 60.01% Pick-up of PERA Member Contributions for Sandoval County Employees Represented by AFSCME (Detention Union). The pick-up will be effective the first full pay period in April 2024.
 - c. **Village of Taos Ski Valley** – Resolution No. 2024-567 approving participation in Municipal Fire Member Coverage Plan 1. The new plan will be in effect the first full pay period in April 2024.
4. **Educational Conferences**
 - a. **Tony Garcia** -NCPERS Annual Conference & Exhibition (ACE); May 20-22, 2024; Seattle, WA; Registration and expenses to be paid by PERA.
 - b. **Paula Fisher** -NCPERS Annual Conference & Exhibition (ACE); May 20-22, 2024; Seattle, WA; Registration and expenses to be paid by PERA.
 - c. **Stephen Astorga** -NCPERS Trustee Educational Seminar (TEDS). May 18-19, 2024; Annual Conference & Exhibition (ACE); May 20-22, 2024; Seattle, WA; Registration and expenses to be paid by PERA.
5. **Setting of Meetings: April 2024**

a. Disability Review Committee	April 9, 2024	1:00pm
b. Audit & Budget Committee	April 25, 2024	9:00am
c. Board Meeting	April 25, 2024	following Audit & Budget Committee

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INVESTED IN TOMORROW.

RESOLUTION NO. 24-06

**RESOLUTION APPROVING A SALARY INCREASE
FOR THE EXECUTIVE DIRECTOR OF THE
PUBLIC EMPLOYEES RETIRMENT ASSOCIATION**

WHEREAS, pursuant to PERA Board Policy, the Retirement Board of the Public Employees Retirement Association of New Mexico has completed an annual evaluation of Greg Trujillo, Executive Director of the Public Employees Retirement Association of New Mexico; and

WHEREAS, pursuant to that evaluation, the Retirement Board of the Public Employees Retirement Association has determined that the qualifications, expertise, and accomplishments of Executive Director Trujillo merit an adjustment to his annual compensation.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD THAT:

1. The Retirement Board of the Public Employees Retirement Association hereby ratifies and approves an increase to the annual salary provided to Executive Director Greg Trujillo in an amount of four percent (4%); and
2. The salary adjustment herein approved shall be effective the first full pay period following the adoption of this resolution.

ADOPTED AND APPROVED THIS 28th DAY OF MARCH, 2024.

**RETIREMENT BOARD OF THE
PUBLIC EMPLOYEES RETIREMENT
ASSOCIATION OF NEW MEXICO**

BY: _____
PERA Board Chair

ATTEST: _____
Greg Trujillo, Executive Director



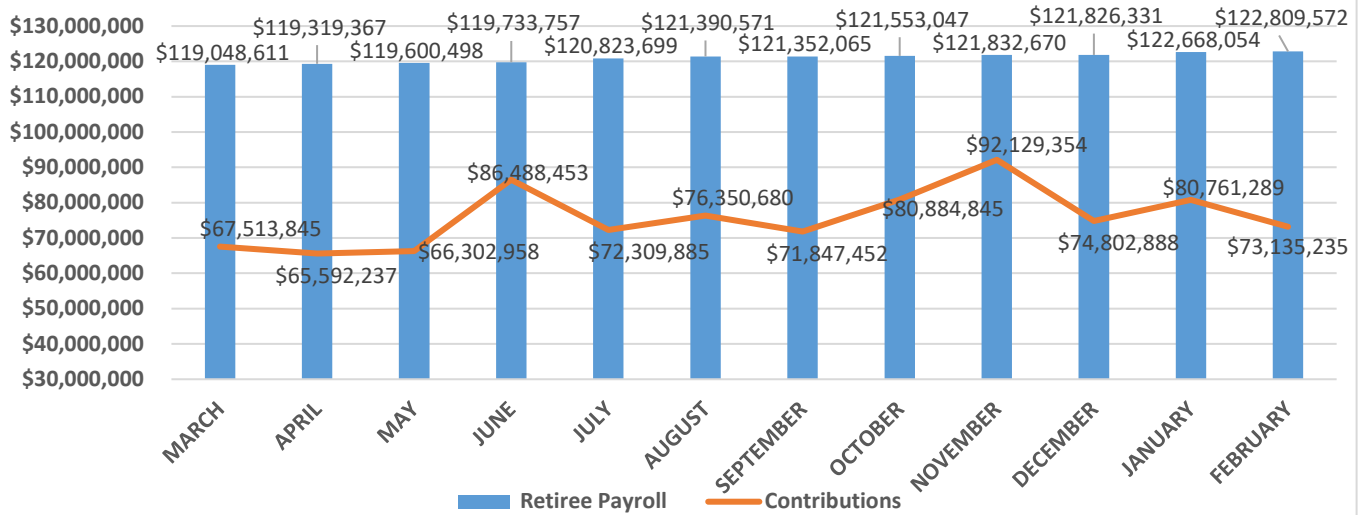
PERA

Public Employees
Retirement Association
of New Mexico

**EXECUTIVE DIRECTOR'S REPORT
PERA BOARD MEETING – March 28, 2024**

INVESTED IN TOMORROW.

Retiree Payroll vs: Total Contributions - March 2023- February 2024

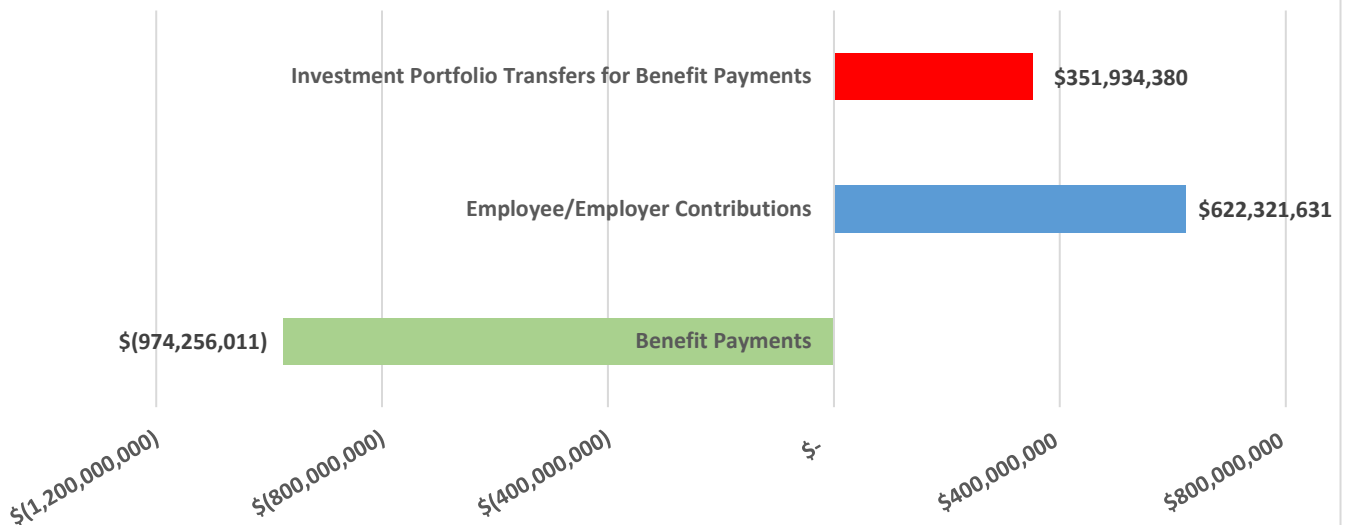


Total Retiree Payroll = \$1,451,958,242

Total Contributions: \$ 908,119,121

**** Due to adjustments to Employer reports contributions amounts are subject to change**

FY24 Contributions: Investment Income & Contributions thru February 2024



**** Total Refunds Paid during this period was \$37,675,115**

VACANCY REPORT			
Position	Division	Date Vacated	Status
Retirement Specialist II	Member Services	3/2/2024	Interviewing
Retirement Specialist II	Member Services	1/6/2024	Interviewing

PERA has 87 authorized FTE and currently has 2 vacancies.

ADDITIONS/DEPARTURES/PROMOTIONS			
Employee	Position/Division	Date Started/Vacated	Status
Claudia Sigala	Accountant Auditor-Advanced/Payroll Unit	3/2/2024	Promotion
Issac Jimenez	IT End User Support II/IT	3/30/2024	Promotion
Elizabeth Sandoval	Public Relations Coordinator/Outreach Division	3/30/2024	New Hire
Matt Bazan	IT Systems Admin III/IT	4/13/2024	New Hire
Rachel Eaker	Investment Associates/Investments	6/8/2024	New Hire

2024 AIRTIME PURCHASES	
Plan Type	February Purchases
State Plan 3	15
Municipal Plan 1	0
Municipal Plan 2	2
Municipal Plan 3	2
Municipal Plan 4	0
Municipal Detention Plan 1	0
Municipal Fire Plan 5	3
Municipal Police Plan 3	0
Municipal Police Plan 4	0
Municipal Police Plan 5	7
State Police/Corrections Plan	0
TOTAL:	29

2024 AIRTIME PURCHASES	
No. of Months	February Purchases
1	3
2	2
3	2
4	2
5	2
6	3
7	1
8	2
9	0
10	0
11	0
12	<u>12</u>
TOTAL:	29

PERA SmartSave Items of Interest – February 2024		
<u>County by Region North – Peter Rappmund</u>	<u>In-Person Individual and Group Meetings</u>	<u>Virtual Individual and Group Meetings</u>
Bernalillo	2	4
Mora		2
Rio Arriba	2	
San Juan		4
San Miguel	3	5
Santa Fe	11	24
Statewide	6	79
Taos		5
<u>County by Region Central - Paul Lium</u>	<u>In-Person Individual and Group Meetings</u>	<u>Virtual Individual and Group Meetings</u>
Bernalillo	50	
Curry	12	
Quay	10	
De Baca	8	
Guadalupe	3	
<u>County by Region South - Linda Miller</u>	<u>In-Person Individual and Group Meetings</u>	<u>Virtual Individual and Group Meetings</u>
Chaves		33
Dona Ana	42	54
Eddy		3
Grant		6
Lea		12
Lincoln		8
Luna	50	36
Otero		2
Statewide		9
SmartSave Assets as of 2/29/2024 - \$826,294,644		
SmartSave Participants as of 2/29/2024 – 23,654		

2024 Independent Contracts Reviews	
Entity	# of Contracts Reviewed February 2024
NM Human Services Dept./Child Support Enforcement	1
NM Human Services	2
NM Legislative Council Services	1
Village of Cimarron	3
NM Court of Appeals	6
NM Administrative Office of the Courts	1
NM Aging & Long-Term Services Department	2
NM Office of the State Auditor	1
NM Educational Retirement Board	1
NM Environment Department	1
Town of Mesilla	1
NM Office of the State Engineer	2
Camino Real Regional Utility Authority	1
City of Moriarty	1
North Central NM Economic Development District	1
NM Taxation & Revenue Department	1
NM School for the Deaf	1
NM Administrative Office of the District Attorney	1
NM Early Childhood Education & Care Department	1
NM Tenth Judicial District Attorney’s Office	1
NM Department of Game & Fish	1
NM Eighth Judicial District Attorney’s Office	2
Town of Silver City	1
SubTotal:	34
<u>Reviewed, but “Needs more Info”</u>	
NM Administrative Office of the Courts	1
NM School for the Deaf	1
NM Office of the State Engineer/Interstate Stream Commission	<u>1</u>
SubTotal:	3
<u>Reviewed, but “Not in Pay Status”</u>	
NM Office of the Superintendent of Insurance	<u>1</u>
SubTotal:	1
Total:	38