

COUNTY OF NEVADA
DEPARTMENT OF HUMAN RESOURCES

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NEVADA COUNTY BOARD OF SUPERVISORS
Board Agenda Memo

MEETING DATE: January 28, 2020

TO: Board of Supervisors

FROM: Steven Rose, Director of Human Resources

SUBJECT: Resolution Approving the Personal Services Contract Between the County of Nevada and Nationwide Retirement Solutions, Inc., Pertaining to Third-Party Recordkeeping, Administration, Education and Investment Services for the Nevada County 457(b) Deferred Compensation Plan and 401(a) plans, Approving and Adopting the County's 457(b) and 401(a) plans, and Authorizing the Chair of the Board of Supervisors to Execute the Contract; and a Resolution to Approve the Formation and Charter of the Nevada County Deferred Compensation Plan Committee Pertaining to the Oversight of the Nevada County 457(b) Deferred Compensation Plan and the Nevada County 401(a) Plans

RECOMMENDATION: Approve the attached resolutions

FUNDING: There is no funding required for this proposal.

BACKGROUND:

On January 25, 1975, per Resolution 75-14, the Nevada County Board of Supervisors approved the establishment of a Deferred Compensation Plan for employees and elected officials of Nevada County. On March 23, 1981, per Resolution 81-70, the Nevada County Board of Supervisors first adopted the National Association of Counties Deferred Compensation Plan. On March 23, 2010, per Resolution 10-104, the Nevada County Board of Supervisors amended the Deferred Compensation Plan documents to make loans available to participants.

In January 2019, the County began the RFP process to determine if maintaining three separate record keepers for the deferred compensation plans was the most beneficial for our employees. The Human Resources Department enlisted the assistance of the Purchasing Division and hired a consultant, HYAS Group, to guide the County through the RFP process.

The RFP was posted on the County's website. Six hundred fifteen firms were notified of the solicitation, forty-two firms accessed the documents, and formal responses were received from seven firms. The Fiduciary Committee reviewed the responses in accordance with the evaluation

criteria contained within the solicitation. Four firms were selected for final interview and Nationwide was determined to be the top ranked firm and offering the lowest rate and best benefit to our employees.

Nationwide will provide a 457(b) Deferred Compensation Plan and 401(a) plans to those eligible employees. Since, the bulk of our employees are currently invested with Nationwide the transition will be seamless for many. Nationwide is working with our staff to provide educational sessions and a seamless transition of employee investments.

In accordance with Purchasing Policy section 7.1 Board approval is required to ratify the panel's recommendation to the top ranked firm and enter into contract with Nationwide Retirement Solutions, Inc. as the sole record keeper for Nevada County 457(b) Deferred Compensation Plan and 401(a) plans, as well as providing education and investment services related to these plans, effective for approximately six (6) years from January 28, 2020 through December 31, 2025, with the option to renew the contract for an additional five (5) year term.

In addition, the formation of a Nevada County Deferred Compensation (Fiduciary) Committee comprised of representatives from the CEO, Auditor's Office, County Counsel, and Human Resources was completed for oversight of the program and the RFP process. This Committee is now to be codified by the Board of Supervisors.

The County is also requesting approval of the formation and Charter of the Nevada County Deferred Compensation (Fiduciary) Committee in step with best practices in order to continue the financial oversight of the County's Deferred Compensation plans consistent with industry standard and in accordance with California Government Code Section 53213.5, as originally established pursuant to authorization and applicable provisions of the Plan Documents, and as approved by the County Executive Officer. The plan administrator is designated as the Human Resources Director.

Item Initiated and Approved by: Steven Rose, Director of Human Resources

Submitted Date: January 16, 2020