



BOARD REPORT 18-52

Date: December 18, 2018
To: Board of Deferred Compensation Administration
From: Staff
Subject: Participant Engagement Committee

Board Members

John R. Mumma
Chairperson

Thomas Moutes
Vice-Chairperson

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First Provisional Chair
Robert Schoonover
Second Provisional Chair

Wendy G. Macy
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Recommendation:

That the Board approve proposed revisions to the Board's Plan Governance Policies/Bylaws ("Bylaws") to establish a new Participant Engagement Committee.

Discussion:

At its November 20, 2018 meeting, the Board directed staff to draft revisions to the Board's Bylaws to create a new Participant Engagement Committee. The purpose of the Participant Engagement Committee will be to oversee and provide guidance for the development of new engagement, communication, and outreach strategies.

In response to the Board's direction, staff has drafted the following language to revise the Bylaw's Committee Operations and Governance Policy, Section 4.1(C):

The Board has established ~~two~~ three standing Committees: the Investments Committee, which is responsible for examining issues related to the investments options made available under the Plan; ~~and~~ the Plan Governance & Administrative Issues Committee, which is responsible for examining issues related to Plan oversight, ethics, surveys, fees and other issues of a non-investment nature delegated for consideration by the full Board; and the Participant Engagement Committee, which is responsible for oversight and guidance related to the development of new engagement, communication, and outreach strategies.

Upon establishing the authority for the Participant Engagement Committee within the Bylaws, the next step will be for the Board Chairperson to appoint members. Board members interested in serving should inform staff or the Board Chairperson. The Board Chairperson will assign members to the Participant Engagement Committee. Upon formalizing Participant Engagement Committee membership, staff will work on scheduling an initial meeting in the first quarter of 2019. Meetings are expected to take place approximately quarterly. The first meeting will focus

on further developing the communications plan for 2019 as well as executing strategies that are informed by behavioral science.

Submitted by: _____
Daniel Powell

Approved by: _____
Steven Montagna