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STATE OF NEVADA DEPARTMENT OF ADMINISTRATION

PUBLIC EMPLOYEES' DEFERRED COMPENSATION PROGRAM

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**DEFERRED COMPENSATION COMMITTEE
SPECIAL MEETING MINUTES**

May 17, 2019

The special meeting of the Deferred Compensation Committee was held on Friday, May 17, 2019, at 8:15 a.m. at the Nevada State Library and Archives, 100 North Stewart Street, Conference Room 110, Carson City, Nevada. Attendees participated in person or by teleconference.

A copy of meeting material including this set of meeting minutes, the agenda, the audio recording, and other supporting material, is available on the Nevada Deferred Compensation (NDC) website at: <http://defcomp.nv.gov/Meetings/2019>.

COMMITTEE MEMBERS

Debbie Bowman (phone)
Matt Kruse (phone)
Kent Ervin
Wayne Thorley, Vice Chair
Mark Stevens, Chair (phone)

OTHERS PRESENT

Bishop Bastien, Voya	Frank Howard, Nationwide (phone)
Rob Bilo, Nationwide (phone)	Ronda Miller, Purchasing
Rob Boehmer, NDC Executive Officer	Dianna Patane, Voya
John Borne, Prudential (phone)	Frank Picarelli, Segal Marco (phone)
John Chavez, Nationwide	Henna Rasul, Deputy Attorney General (phone)
Steve Ebert, Nationwide (phone)	Micah Salerno, NDC Admin. Assistant

1. **Call to Order/Roll Call**

Vice Chairman Wayne Thorley called the special meeting to order for the Nevada Deferred Compensation (NDC) Committee at 8:15 a.m. on Friday, May 17, 2019.

Mr. Rob Boehmer took roll and determined a quorum was present. He also confirmed the meeting was properly noticed and posted.

Chairman Stevens asked Vice Chair Thorley to chair the meeting as he was attending by phone.

2. **Public Comment**

No comments.

3. For Possible Action- Pertaining to Request for Proposal (RFP) #08DOA-S514- Recordkeeper Services: receive Letter of Intent to Award from State Purchasing. The Committee must act pursuant to NRS 287.338 as outlined below:

The Committee shall take the following actions pursuant to [NRS 333.335](#) only in an open meeting:

- (a) Award the contract pursuant to [NRS 333.335](#);
- (b) Cancel a request for proposals; or
- (c) Reissue a modified request for proposals

Dr. Ervin asked Ms. Miller to give an overview of the RFP process; both what they had done and how it continued, so Committee members would know the procedure and confidentiality requirements from there and going forward.

Ms. Miller from State Purchasing stated finalist presentations were complete and they were still in the quiet period of the process. Per NRS statute, the evaluation committee chose an intended vendor so Purchasing would be issuing a Letter of Intent which would open the negotiation process. Once successful negotiations were reached, the contract would be issued, all signatures obtained, and then the contract would go to the Board of Examiners (BOE) for final approval. When the contract was submitted to BOE then the Notification of Award would be issued, and public records would be opened in the NevadaEPro system.

Mr. Boehmer remarked they were hoping to have everything submitted for the August BOE meeting, which would require a contract negotiated for submission by July 9.

Chair Stevens asked Ms. Miller if Purchasing believed the RFP process was followed correctly, according to parameters established in NRS.

Ms. Miller was confident in the process and that they followed statute according to NRS 333.

Chair Stevens thanked Ms. Miller for helping them through the RFP process, and Mr. Edmundson, and Ms. Sloan for serving on the Evaluation Committee.

Ms. Miller announced the Intent to Award went to Voya Financial as the highest scoring vendor.

Mr. Boehmer reminded the Committee they had to decide on one of the three options as listed on the agenda.

Vice Chair Thorley read the three options taken from NRS 333.335.

- (a) Award the contract pursuant to [NRS 333.335](#);
- (b) Cancel a request for proposals; or
- (c) Reissue a modified request for proposals

Motion by Dr. Ervin to award the contract pursuant to statute NRS 333.335 and authorize staff to continue with the process. Second by Chair Stevens, motion passed unanimously, 5-0.

4. Public Comment

Mr. Ebert from Nationwide asked when the scoring breakdown and feedback would be available.

Ms. Miller explained the Letter of Intent would be issued and negotiations would be started. When negotiations were finalized, and the contract was sent to BOE for approval, the Notification of Award would be issued. As soon as the Notification of Award was released, and all individuals were contacted, then the NevadaEPro system would be opened so all documents were available for viewing.

Vice Chair Ervin thanked all the vendors for excellent proposals. The finalist presentations were excellent and there were multiple vendors who could have performed the job. He also mentioned he had a conflict for the scheduled August meeting and asked staff to work on rescheduling.

Mr. Boehmer indicated he would list the meeting to be rescheduled on the June 5, 2019 agenda.

5. Adjournment

The meeting was adjourned at 8:23 a.m.

Respectfully submitted,

Micah Salerno
NDC Administrative Assistant