



# County of Monterey

Item No.

## Board Report

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

Legistar File Number: RES 25-022

February 11, 2025

Introduced: 1/31/2025

Current Status: General Government -  
Consent

Version: 1

Matter Type: BoS Resolution

Adopt a Resolution to approve and adopt the proposed amended bylaws of the Monterey County Defined Contribution 401(a) Plan Administrative Committee.

### RECOMMENDATION:

It is recommended that the Board of Supervisors consider adopting a Resolution to:  
Approve and adopt the proposed amended bylaws of the Monterey County Defined Contribution 401(a) Plan Administrative Committee.

### SUMMARY/DISCUSSION:

The Monterey County Defined Contribution 401(a) Plan Administrative Committee (Committee) oversees the operations and administration of the Monterey County 401(a) Defined Contribution Plan (401 Plan) and is governed by the Bylaws of the Committee (Attachment A). The County of Monterey authorized the Committee's original bylaws on December 7, 2021 (Resolution 21-218). During the January 23, 2025 annual Committee meeting, the Committee approved draft amendments to the Bylaws (Attachment B) and recommends that the Board of Supervisors approve and adopt the amended bylaws.

The Committee reviewed the bylaws and made recommendations to update the bylaws related to *Section 6 Committee Members*. The current Committee members are comprised of seven voting members, to include one member from Monterey County Public Defenders Association, one member from the Monterey County Prosecutors Association, one member of the Monterey County Counsel Employees Association, and two members of the Monterey County Probation Association. In June 2022, the Monterey County Deputy Sheriff's Association joined the 401 Plan, however, the bylaws were not amended at the time to provide committee participation to the association. The proposed amendment keeps the same number of members by decreasing the Monterey County Probation Association committee members from two to one representative and adding one representative from the Monterey County Deputy Sheriff's Association.

Additionally, the proposed amendment recommends increasing the frequency of the regular committee meetings from once per year to twice per year. In addition to this change the Committee has made several other non-substantive corrections and updates to the Bylaws.

### OTHER AGENCY INVOLVEMENT:

The proposed recommendations and revisions of the bylaws were approved by the Monterey County

Defined Contribution Administrative Committee. The Office of the County Counsel has also approved as to form.

FINANCING:

Members of the Committee serve without compensation. Changes to the bylaws, including any relative staff support, will have no impact on the County's General Fund.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The proposed recommended actions address the Board of Supervisors' Administration Strategic Initiative. The actions demonstrate the County's commitment to meeting the Board's initiatives in recruiting, retaining, and attracting a diverse, talented workforce that supports the mission of the County of Monterey.

Mark a check to the related Board of Supervisors Strategic Initiatives

<input type="checkbox"/>	Economic Development
<input checked="" type="checkbox"/>	Administration
<input type="checkbox"/>	Health & Human Services
<input type="checkbox"/>	Infrastructure
<input type="checkbox"/>	Public Safety

Prepared by: Melissa Zamora, HR Program Manager, x5004

Approved by: Shane Strong, Defined Contribution Administrative Committee Chair, x3558

Attachments:

Attachment A - Current Bylaws

Attachment B - Proposed Amended Bylaws Clean Version

Attachment C - Proposed Amended Bylaws Redline Version

Resolution