

HUMBOLDT STATE UNIVERSITY SPONSORED PROGRAMS FOUNDATION  
INVESTMENT COMMITTEE MEETING

**MINUTES**

March 18, 2021

10:00-11:30am

ZOOM Meeting ID: 323 606 3798

MEMBERS PRESENT: Kacie Flynn  
Carly Marino  
Jason Ramos  
Jeff Kane

MEMBERS ABSENT:

OTHERS PRESENT: Binta Wright, SPF  
Vince Learned, NFP  
Heidi Molen, QBI/Ascensus  
Beth Granum, Principal

**I. Call to Order**

Kacie Flynn called the meeting to order at 10:00 a.m.

**II. Review 403(b) DC Plan – Participant Highlights**  
(Attachments A & C)

Heidi Molen reviewed a brief summary of the features of the Humboldt State University Foundation 403(b) DC Plan, including the roles and responsibilities of QBI/Ascensus which encompass plan testing and tracking legislative and regulatory updates.

Beth Granum, HSU SPF's new Principal relationship manager, reviewed the Retirement Plan Executive Summary. There are 264 eligible participants with a total account value as of 12/31/2020 totaled \$2,145,902.

**III. Review Investment Portfolio with Vince Learned, NFP Senior Plan Consultant**  
(Attachment B)

Vince Learned reviewed the current investment market and discussed NFP's Scorecard Methodology with the Committee. See attached *Fiduciary Investment Review Executive Summary*.

**IV. Other**

*SPF Investment Committee Meeting*

*March 18, 2021*

*Page 2*

**V. Adjournment**

The meeting adjourned at 11:08 a.m.

Respectfully Submitted,

DocuSigned by:

*Kacie Flynn*

778F1AA3FF8A405...

Kacie Flynn



## Fiduciary Investment and Plan Review™ Executive Summary

Humboldt State University Foundation

Meeting Date: 3/18/2021

### Attendees

	Name	Title
Committee Members	Kacie Flynn (non-voting)	SPF Executive Director (Chair)
	Carly Marino	Treasurer
	Jeff Kane	Chair, Finance Committee
	Jason Ramos	Community Director
	Binta Wright (non-voting)	Guest
NFP	Vince Learned, CFA, CFP®, CRPS®	Senior Plan Advisor
Principal	Beth Granum	Relationship Manager
QBI/Ascensus	Heidi Molen	Plan Consultant

### Administrative Review

Prior Meeting Minutes ☒:Service Plan ☒:Signed Investment Policy Statement on file with NFP: ☒ Yes ☐ No

### Market Review

U.S. equity markets experienced a strong rally, up 14.7% (Russell 3000) in the fourth quarter on multiple COVID-19 vaccine approvals and a coronavirus relief package from Congress. International equities rose to a greater extent, posting a 17% gain over the quarter (MSCI ACWI ex U.S.). The broad U.S. fixed income market delivered a modest 0.7% gain for the quarter (Bloomberg Barclays Aggregate) as longer-term interest rates trended higher. Credit-related securities outperformed government securities in the fourth quarter. After hitting 14.7% unemployment in April, the U.S. labor market continued to improve during the fourth quarter with December unemployment dropping to 6.7%. Marking a significant change, value stocks outperformed this quarter with the Russell 1000 Value outperforming the Russell 1000 Growth by almost five percentage points. The Federal Reserve kept rates at nearly zero during the quarter and signaled their expectation of rates remaining at these levels for the next few years. (All data from MPI)

### Methodology

A review of the Scorecard Methodology was discussed. The scoring system includes pass/fail criteria on a scale of 0 to 10 (10 being best). Eighty percent of the fund's score is quantitative, incorporating Modern Portfolio Theory statistics and peer group rankings. The other 20 percent of the score is qualitative. Primary considerations are given to manager tenure, fund expenses and strength of statistics, however, other significant factors may be considered in the qualitative review. Active and asset allocation strategies are evaluated over a five year time period and passive strategies are evaluated over a three year time period. The Scorecard Point System is as follows: Good: 9-10 points | Acceptable: 7-8 points | Watch List: 5-6 points | Poor: 0-4 points. The Scorecard Methodology supports upholding the impartial conduct standards as the scores and analytics do not include any adviser compensation components and are calculated incorporating all investment fees and revenue sharing. In addition, any and all compensation earned by the adviser (if any) is explicitly disclosed and reasonable given services provided. All information material to any investment recommendations has been disclosed and no misleading information has been provided to fiduciaries in their determination of action.

### Scorecard as of 12/31/2020

Assets of the Plan as of 1/31/2021 were \$2,106,074. Results of the analysis showed that many funds received Good and Acceptable scores (7-10). All other funds not specifically listed in this executive summary were reviewed and met qualitative reviews and/or are scoring acceptable to good.

### Fund Review

#### Fund Action Items

The Invesco Oppenheimer International fund is scoring a 4, making it a removal candidate.



## Fiduciary Investment and Plan Review™ Executive Summary

<b>This fund [OIGIX] will be removed and assets will be mapped to the new Transamerica International fund [TAINX].</b> This fund scores a 10.	
<b>Other Investment Discussion Items</b>	
<ul style="list-style-type: none"> <li>Overview of Scorecard System Methodology</li> </ul>	
<b>Discussion of Fiduciary Topics</b>	
Review of ERISA 3(21) vs 3(38), along with the roles and responsibilities of the various parties to the plan.	
Heidi Molen (QBI) reviewed various plan provisions via a plan highlights document.	
Beth Granum (Principal) provided plan review information.	
Legislative and regulatory updates were provided.	
NFP's financial wellness resource, WellCents, was introduced. Additional information to be provided, followed by potential demo.	

Pending Action Items			
<b>Scheduler</b> <input type="checkbox"/>	<b>Employee Education</b> <input type="checkbox"/>	<b>Fund Changes</b> initiated by <input checked="" type="checkbox"/> <b>NFP Support</b> <input type="checkbox"/>	<b>NFP Consultant</b> <input type="checkbox"/> <b>Recordkeeper</b> <input type="checkbox"/>

This material contains an assessment of the market and economic environment at a specific point in time and is not intended to be a forecast of future events, or a guarantee of future results. Forward-looking statements are subject to certain risks and uncertainties. Actual results, performance, or achievements may differ materially from those expressed or implied. Information is based on data gathered from what we believe are reliable sources. It is not guaranteed by Kestra IS as to accuracy, does not purport to be complete and is not intended to be used as a primary basis for investment decisions. It should also not be construed as advice meeting the particular investment needs of any investor. The indices mentioned are unmanaged and cannot be directly invested into. Past performance does not guarantee future results.

Securities offered through Kestra Investment Services, LLC (Kestra IS), Member FINRA/SIPC. Investment Advisory Services offered through NFP Retirement, Inc. Kestra IS not affiliated with NFP Retirement, Inc., a subsidiary of NFP. ACR#258618 09/17