
CALIFORNIA ACHIEVING A BETTER LIFE EXPERIENCE (ABLE) ACT BOARD

Meeting Minutes

September 25, 2018 – 1:30 p.m.
915 Capitol Mall, Room 587, Sacramento, CA 95814

Public Participation Call-In Number* (877) 810-9415 and Participant Code: 653-5126

Board members present:

Vincent P. Brown for the State Treasurer, John Chiang
Richard Gillihan for the Director of the Department of Finance, Keely Martin
Bosner
Francis Lau for the Chairperson of the State Council on Developmental
Disabilities, Sandra Smith
Elena Gomez for the Director of the Department of Rehabilitation, Joe Xavier
Peter Mendoza for the Chairperson of the State Independent Living Council,
Joseph Cody
Eric Gelber for the Director of the Department of Developmental Services, Nancy
Bargmann

Board members absent:

Betty T. Yee, State Controller

CalABLE Board staff present:

Dante Allen, Executive Director
Carrie Fisher Stone, Deputy Director (*via teleconference*)
Rajeshwari Prasad, Associate Governmental Program Analyst
Robert Hedrick, Legal Counsel

CalABLE Board consultants present:

Andrea Feirstein, AKF Consulting, LLC (*via teleconference*)
Eric White, Pension Consulting Alliance LLC

CalABLE Board program manager, Tuition Financing, Inc. (TFI), staff present:

Linda English, Senior Director of Relationship Management
Kathleen Griffin, Senior Director of Marketing
Douglas Harrison, Senior Director of Marketing
Jeremy Thiessen, Senior Director of Investments
Glenn Friedman, Manager of Asset Allocation and Investments

Chairperson Brown called the meeting to order at 1:30 p.m.

Agenda Item 1 – Approval of the Minutes of the August 7, 2018 Meeting of the California ABLE Act Board (ACTION ITEM)

Chairperson Brown asked for public comment. There was none.

Board Action

Motion to approve the minutes of the August 7, 2018 meeting of the California ABLE Act Board.

MOTION:	Peter Mendoza	SECONDED:	Francis Lau
AYES:	Peter Mendoza, Elena Gomez, Francis Lau, and Vincent P. Brown		
NOES:	None		
ABSTAIN:	Richard Gillihan and Eric Gelber		
RECUSE:	None		
ACTION:	Motion Passes		

Agenda Item 2 – Executive Director’s Report (INFORMATION ITEM)

Mr. Dante Allen reported that the program manager contract with Tuition Financing, Inc. (TFI) was approved by the Department of General Services. Mr. Allen stated that staff was also drafting a Request for Information to help supplement TFI’s outreach and education materials. Mr. Allen also reported on submitting a funding request to the Department of Finance for Fiscal Year 2019/2020 to support the Board’s ongoing operational and marketing costs. Mr. Allen also reported on recent outreach events at the WealthCounsel Symposium in San Diego, California, and Strategic Insight 529 conference in Orlando, Florida.

Chairperson Brown asked for public comment. There was none.

Agenda Item 3 – Resolution No. 2018-04: Approval of the State Administrative Fee for the California ABLE Program (ACTION ITEM)

Chairperson Brown postponed this item to the next Board meeting.

Agenda Item 4 – Resolution No. 2018-05: Approval of Amendment to the California ABLE Program Trust Statement of Investment Policy (ACTION ITEM)

Mr. Allen reported that the Board’s investment consultant, Mr. Eric White from Pension Consulting Alliance, LLC has amended the Statement of Investment Policy for the California ABLE Program Trust to include the investment portfolios provided by Tuition Financing, Inc. for the California ABLE Program.

Chairperson Brown asked for public comment. There was none.

Board Action

Motion to approve the amendment to the California ABLE Program Trust Statement of Investment Policy.

MOTION:	Richard Gillihan	SECONDED:	Eric Gelber
AYES:	Peter Mendoza, Eric Gelber, Elena Gomez, Francis Lau, Richard Gillihan, and Vincent P. Brown		
NOES:	None		
ABSTAIN:	None		
RECUSE:	None		
ACTION:	Motion Passes		

Agenda Item 5 – Resolution No. 2018-06: Approval of Amendment to the California ABLE Program Monitoring Procedures and Criteria (ACTION ITEM)

Mr. Allen reported that the Board’s investment consultant, Mr. Eric White from Pension Consulting Alliance, LLC has amended the Monitoring Procedures and Criteria for the California ABLE Program Trust to include the processes for monitoring underlying funds of each of the investment portfolios provided by Tuition Financing, Inc. for the California ABLE Program.

Mr. White, Ms. Linda English, and Mr. Allen responded to inquiries from the Board on maintaining transparency with participants regarding investment portfolios and underlying funds and investment risk.

Chairperson Brown asked for public comment. There was none.

Board Action

Motion to approve the amendment to the California ABLE Program Monitoring Procedures and Criteria.

MOTION:	Peter Mendoza	SECONDED:	Francis Lau
AYES:	Peter Mendoza, Eric Gelber, Elena Gomez, Francis Lau, Richard Gillihan, and Vincent P. Brown		
NOES:	None		
ABSTAIN:	None		
RECUSE:	None		
ACTION:	Motion Passes		

Agenda Item 6 – Resolution No. 2018-07: Approval to Issue Request for Proposals for 529A Program Consulting Services (ACTION ITEM)

Mr. Allen reported the Board needed ongoing program consulting services and that the current contract with AKF Consulting LLC was to expire in December 2018, thus the need to issue a Request for Proposals (RFP) for similar services. Mr. Allen provided the Board with a brief summary of the RFP, including the minimum qualifications, term of agreement, and cost.

Chairperson Brown asked for public comment. There was none.

Board Action

Motion to approve the issuance of Request for Proposals for 529A Program Consulting Services.

MOTION:	Elena Gomez	SECONDED:	Richard Gillihan
AYES:	Peter Mendoza, Eric Gelber, Elena Gomez, Francis Lau, Richard Gillihan, and Vincent P. Brown		
NOES:	None		
ABSTAIN:	None		
RECUSE:	None		
ACTION:	Motion Passes		

Chairperson Brown asked for public comment. There was none.

Agenda Item 7 – Program Update: Introduction to Tuition Financing, Inc. and Implementation Timeline (INFORMATION ITEM)

The Board received an introduction from the Tuition Financing, Inc. (“TFI”) team—Ms. Linda English, Ms. Kathy Griffin, Mr. Douglas Harrison, Mr. Jeremy Thiessen, and Mr. Glenn Friedman. Ms. English provided an overview of the different work streams such as system configuration, legal, bank integration, investment strategy, marketing, web, and reports. Ms. English reported on expecting the Spanish disclosure document to be available in the first quarter of 2019 and reported the implementation plan is on-track for a launch in mid-December 2018.

Ms. English and Mr. Allen responded to inquiries from the Board on the following: availability of outreach and educational materials in other languages, including braille; ensuring these materials used people-first language and were easily readable to participants; and including key stakeholders in testing the enrollment platform.

Chairperson Brown asked for public comment. There was none.

Public Comment

Chairperson Brown asked for public comment. There was none.

The meeting adjourned at 2:38 p.m.