



May 6, 2024

Board of Retirement
Ventura County Employees' Retirement Association
1190 South Victoria Avenue, Suite 200
Ventura, CA 93003

SUBJECT: RENEWAL OF HEARING OFFICER CONTRACTS FOR FISCAL YEAR 2024-25

Dear Board Members:

Staff is requesting Board approval of the renewal of hearing officer contracts that govern the provision of services for evidentiary hearings on disability retirement. VCERA also utilizes this contract when the Board directs administrative appeal matters to a hearing officer. The contracts for VCERA's existing hearing officer panel will expire on June 30, 2024. Below is a list of VCERA's hearing officers, all of whom have heard disability cases on VCERA's behalf. (Hearing Officer Deborah Wissley will not be renewing, as she is retiring this year.)

Irene Ayala	Robert Klepa
Humberto Flores	John Rosenthal
Catherine Harris	

Staff recommends that the Board approve a hearing officer panel of these five members in order to provide VCERA with available options in managing the caseload when a Hearing Officer is required. Hearing officers will continue to be assigned on an objective rotating basis. Staff proposes proceeding into fiscal year 2024-25 with a five-member hearing officer panel, as opposed to adding a sixth hearing officer, because the current length of time between cases/hearings for each hearing officer is longer than necessary. On average, each hearing officer currently conducts one disability hearing for VCERA per year. Staff believe this will still be manageable with the current caseload based on past experience.

A pro forma hearing officer contract is provided for your review. Staff prepared contracts for the individuals named above, pending Board approval. The contract terms remain unchanged from the prior fiscal year, including the hourly rate of compensation.

RECOMMENDATION: AUTHORIZE THE RETIREMENT ADMINISTRATOR TO RENEW AND EXECUTE FISCAL YEAR 2024-2025 CONTRACTS FOR THE FIVE LISTED MEMBERS OF VCERA'S HEARING OFFICER PANEL.

Staff would be happy to answer any questions you may have at the May 20, 2024 meeting.

Sincerely,

A handwritten signature in dark ink that reads "Amy Herron". The script is cursive and fluid, with the first name "Amy" and last name "Herron" clearly distinguishable.

Amy Herron, CPA, CPFO, PMP
Retirement Administrator

Attachments