



**Meeting Date:** January 9, 2019

**Report Type:** Discussion

**Defined Contribution Plans Committee**

Historic City Hall, Hearing Room  
915 I Street

[www.CityofSacramento.org](http://www.CityofSacramento.org)

**Title: Nomination and Selection of Chair and Vice-Chair**

**Location:** Citywide

**Recommendation:** Pass a motion selecting a Chair and Vice-Chair for the Defined Contribution Plans Committee 2019 calendar year.

**Contact:** Samantha Wallace, Human Resources Manager, (916) 808-7657, Department of Human Resources

**Presenter:** Samantha Wallace, Human Resources Manager, (916) 808-7657, Department of Human Resources

**Department:** Human Resources

**Division:** Human Resources Administration

Dept ID: 08001011

**Attachments:**

**01 Description/Analysis**

## **Description/Analysis**

**Issue Detail:** Chair and Vice-Chair assignments are the term of one calendar year. The Defined Contribution Plans Committee Bylaws state the officers of the committee shall include a Chairperson and Vice-Chairperson elected from Primary members during the first scheduled meeting of the calendar year. In the event the Chair is absent from a meeting, the Vice-Chair shall assume the duties of the Chair.

**Policy Considerations:** None.

**Economic Impacts:** None.

**Environmental Considerations:** None.

**Sustainability:** None.

**Commission/Committee Action:** None.

**Rationale for Recommendation:** Selection of a Chair and Vice-Chair is required by the Committee's bylaws and ensures meetings are conducted properly and in a timely manner.

**Financial Considerations:** None.

**Local Business Enterprise (LBE):** None.