

Executive Team:

Dominic D. Brown, CPA, CFE
Chief Executive Officer

Daryn Miller, CFA
Chief Investment Officer

Jennifer Zahry, JD
Chief Legal Officer

Matthew Henry, CFE
Chief Operations Officer



Board of Retirement:

Phil Franey, Chair
David Couch, Vice-Chair
Deon Duffey
Juan Gonzalez
Joseph D. Hughes
Jordan Kaufman
Rick Kratt
John Sanders
Tyler Whitezell
Dustin Contreras, Alternate
Chase Nunneley, Alternate
Robb Seibly, Alternate

December 6, 2024

Members, Board of Retirement
Employee Bargaining Units
Requesting News Media
Other Interested Parties

Subject: Meeting of the Kern County Employees' Retirement Association Finance Committee

Ladies and Gentlemen:

A meeting of the Kern County Employees' Retirement Association Finance Committee will be held on Wednesday, December 11, 2024, immediately following the Board of Retirement meeting in the KCERA Boardroom, 11125 River Run Boulevard, Bakersfield, California, 93311.

How to Participate: Listen to or View the Board Meeting

To listen to the live audio of the Board meeting, please dial one of the following numbers (*landline recommended for best audio*) and enter ID# 883 8253 8527:

- (669) 900-9128; U.S. Toll-free: (888) 788-0099 or (877) 853-5247

To access live audio and video of the Board meeting, please use the following:

- <https://us02web.zoom.us/j/88382538527?pwd=SNab3YbRLZUze9IsNq2J6nApOZSFnU.1>
- Passcode: 896486

Items of business will be limited to the matters shown on the attached agenda. If you have any questions or require additional service, please contact KCERA at (661) 381-7700 or send an email to administration@kcera.org.

Sincerely,

Dominic D. Brown
Chief Executive Officer

Attachments

AGENDA:

All agenda item supporting documentation is available for public review on KCERA's website at www.kcera.org following the posting of the agenda. Any supporting documentation that relates to an agenda item for an open session of any regular meeting that is distributed after the agenda is posted and prior to the meeting will also be available for review at the same location.

**AMERICANS WITH DISABILITIES ACT
(Government Code §54953.2)**

Disabled individuals who need special assistance to listen to and/or participate in the meeting of the Board of Retirement may request assistance by calling (661) 381-7700 or sending an email to administration@kcera.org. Every effort will be made to reasonably accommodate individuals with disabilities by making meeting materials and access available in alternative formats. Requests for assistance should be made at least two (2) days in advance of a meeting whenever possible.

CALL TO ORDER

ROLL CALL (IN PERSON)

AB 2449 REMOTE APPEARANCE(S)

Items 1 and/or 2 withdrawn from agenda if no trustee(s) request to appear remotely:

1. JUST CAUSE CIRCUMSTANCE(S):
 - a) The following Trustee(s) have notified the Committee of a "Just Cause" to attend this meeting via teleconference. (See Government Code § 54953).
 - NONE
 - b) Call for Trustee(s) who wish to notify the Committee of a "Just Cause" to attend this meeting via teleconference. (See Government Code § 54953) – RECEIVE/HEAR REQUEST(S); NO COMMITTEE ACTION REQUIRED
2. EMERGENCY CIRCUMSTANCE(S):
 - a) The following Trustee(s) have requested the Committee approve their attendance of this meeting via teleconference due to an "Emergency Circumstance." (See Government Code § 54953).
 - NONE
 - b) Call for Trustee(s) requesting the Committee approve their attendance of this meeting via teleconference due to an "Emergency Circumstance". (See Government Code § 54953) – TAKE ACTION ON REQUEST(S) FOR REMOTE APPEARANCE DUE TO EMERGENCY CIRCUMSTANCE

FINANCE MATTERS

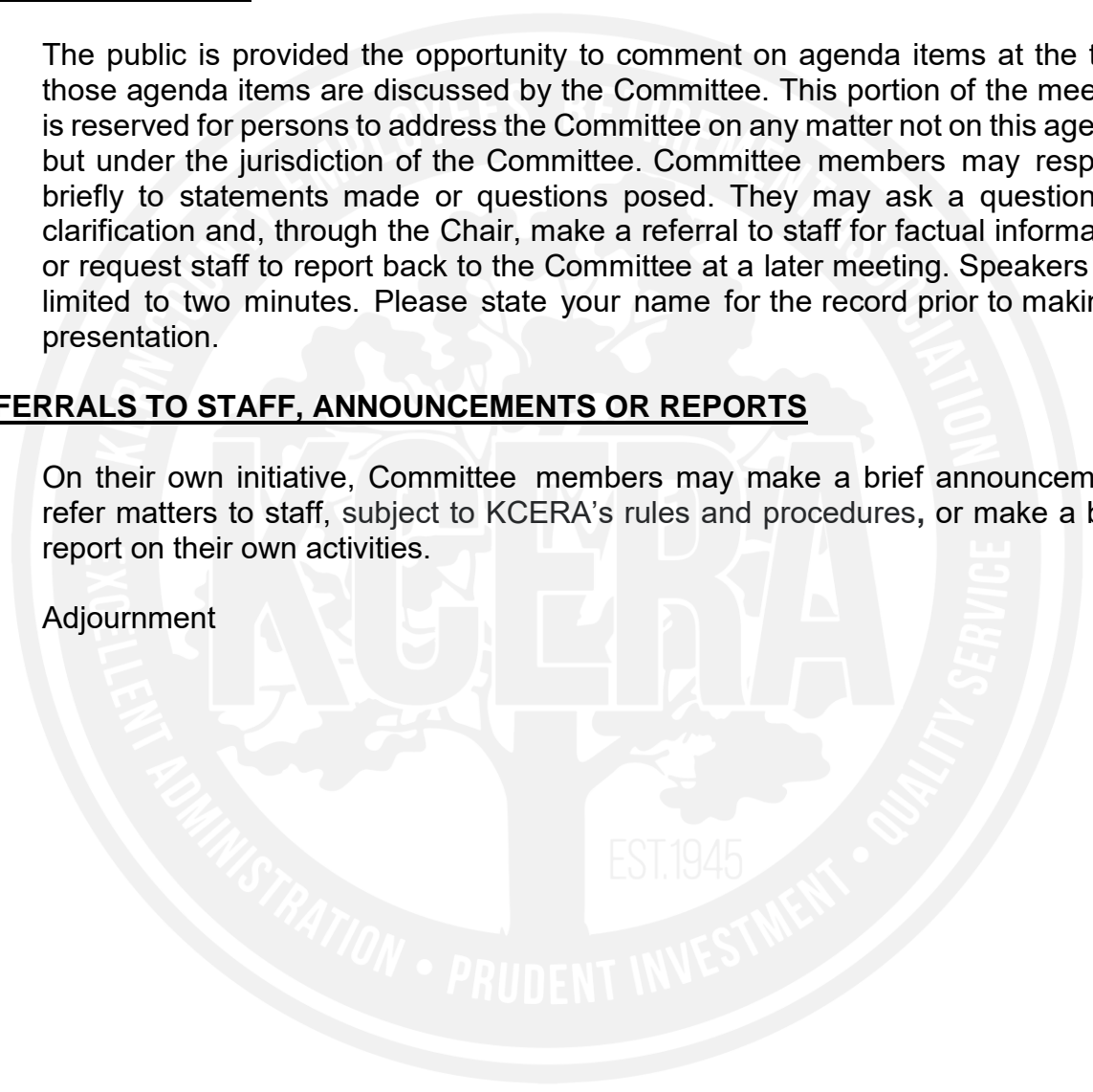
3. [Presentation of Independent Accountant's Report on Applying Agreed-Upon Procedures](#) by Auditors Jason Ostroski, CPA, Principal, and Tim Rawal, CPA, Senior Manager, UHY LLP – RECOMMEND THE BOARD OF RETIREMENT RECEIVE AND FILE

PUBLIC COMMENTS

4. The public is provided the opportunity to comment on agenda items at the time those agenda items are discussed by the Committee. This portion of the meeting is reserved for persons to address the Committee on any matter not on this agenda but under the jurisdiction of the Committee. Committee members may respond briefly to statements made or questions posed. They may ask a question for clarification and, through the Chair, make a referral to staff for factual information or request staff to report back to the Committee at a later meeting. Speakers are limited to two minutes. Please state your name for the record prior to making a presentation.

REFERRALS TO STAFF, ANNOUNCEMENTS OR REPORTS

5. On their own initiative, Committee members may make a brief announcement, refer matters to staff, subject to KCERA's rules and procedures, or make a brief report on their own activities.
6. Adjournment



Kern County Employees' Retirement Association

*Independent Accountant's Report on
Applying Agreed-Upon Procedures*

For the year ended June 30, 2024

Kern County Employees' Retirement Association

TABLE OF CONTENTS

	Page
Independent Accountant's Report on Applying Agreed-Upon Procedures	1



INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

Board of Retirement
Kern County Employees' Retirement Association
Bakersfield, California

We have performed the procedures enumerated on the subsequent pages related to Employer Reporting for the year ended June 30, 2024, on the following Kern County Employees' Retirement Association's (KCERA's) Plan Sponsors:

- Berrenda Mesa Water District
- Buttonwillow Recreation & Park District
- East Kern Cemetery District
- Inyokern Community Services District
- Kern County
- Kern County Superior Court
- Kern County Water Agency
- Kern Medical Hospital Authority
- Kern Mosquito & Vector Control District
- North of the River Sanitary District
- San Joaquin Valley Air Pollution Control District
- Shafter Recreation & Park District
- West Side Cemetery District
- West Side Mosquito & Vector Control District
- West Side Recreation & Park District

Management of KCERA's Plan Sponsors are responsible for Employer Reporting. In performing our agreed-upon procedures engagement, we have relied solely on representations provided by KCERA relating to the responsible party and its responsibility for the Employer Reporting.

KCERA has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of performing procedures related to employer reporting at KCERA's Plan Sponsors. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings by Plan Sponsor are detailed on the subsequent pages.

Kern County Employees' Retirement Association

Independent Accountant's Report on Applying Agreed-Upon Procedures

Procedure #1

Procedure: Select a sample of 10 pay periods during the preceding calendar year to confirm that contributions were remitted by the sponsor agency to KCERA no more than three (3) days after the pay date.

Result: No exceptions were noted for Buttonwillow Recreation & Park District, Kern Mosquito & Vector Control District, North of the River Sanitary District, San Joaquin Valley Air Pollution Control District, West Side Cemetery District, and West Side Mosquito & Vector Control District.

Exceptions were noted at the following Plan Sponsors, as described below:

- Berrenda Mesa Water District: 1 of 10 pay periods remitted after the three-day period.
- East Kern Cemetery District: 1 of 10 pay periods remitted after the three-day period.
- Kern County: 2 of 10 pay periods remitted after the three-day period.
- Kern County Superior Court: 4 of 10 pay periods remitted after the three-day period.
- Kern County Water Agency: 8 of 10 pay periods remitted after the three-day period.
- Kern Medical Hospital Authority: 6 of 10 pay periods remitted after the three-day period.
- Shafter Recreation & Park District: 3 of 10 pay periods remitted after the three-day period.
- West Side Recreation & Park District: 10 of 10 pay periods remitted after the three-day period.

We were unable to perform this procedure for Inyokern Community Services District.

Procedure #2

Procedure: Obtain a population of all employees at each sponsor agency and select a sample of 25 employees (or all, if fewer than 25 employees at sponsor agency) to confirm that employee pay codes used to calculate contributions are eligible pensionable wages as defined by the Board of Retirement.

Result: There were no exceptions noted for Berrenda Mesa Water District, Buttonwillow Recreation & Park District, East Kern Cemetery District, Kern County, Kern County Superior Court, Kern County Water Agency, Kern Medical Hospital Authority, Kern Mosquito & Vector Control District, North of the River Sanitary District, San Joaquin Valley Air Pollution Control District, Shafter Recreation & Park District, West Side Cemetery District, West Side Mosquito & Vector Control District, and West Side Recreation & Park District.

We were unable to perform this procedure for Inyokern Community Services District.

Procedure #3

Procedure: Confirm that governance of the plan sponsor is using a board-approved salary schedule.

Result: There were no exceptions noted for Berrenda Mesa Water District, Buttonwillow Recreation & Park District, East Kern Cemetery District, Kern County, Kern County Superior Court, Kern County Water Agency, Kern Medical Hospital Authority, Kern Mosquito & Vector Control District, North of the River Sanitary District, San Joaquin Valley Air Pollution Control District, Shafter Recreation & Park District,

Kern County Employees' Retirement Association

Independent Accountant's Report on Applying Agreed-Upon Procedures

West Side Cemetery District, West Side Mosquito & Vector Control District, and West Side Recreation & Park District.

We were unable to perform this procedure for Inyokern Community Services District.

Procedure #4

Procedure: Obtain documentation of internal control procedures in place for member enrollment at each plan sponsor and select a sample of 25 employees (or all, if fewer than 25 employees at sponsor agency) at each sponsor agency to confirm that:

- a) Employees were enrolled in KCERA within 30 days of appointment to an eligible position
- b) Internal control procedures at the sponsor agency surrounding plan enrollment were in place and documented.

Result: There were no exceptions noted for Berrenda Mesa Water District, Buttonwillow Recreation & Park District, East Kern Cemetery District, Kern County, Kern County Superior Court, Kern County Water Agency, Kern Medical Hospital Authority, Kern Mosquito & Vector Control District, North of the River Sanitary District, San Joaquin Valley Air Pollution Control District, West Side Mosquito & Vector Control District.

We were unable to perform this procedure for Inyokern Community Services District.

Exceptions were noted at the following Plan Sponsors, as described below:

Procedure #4a):

Shafter Recreation & Park District: Two of 25 employees were not enrolled in KCERA within 30 days of appointment to an eligible position.

West Side Cemetery District: Two of four employees were not enrolled in KCERA within 30 days of appointment to an eligible position.

Procedure #4b):

Shafter Recreation & Park District: Internal controls were not documented or in place at the sponsor agency.

We were engaged by KCERA to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the AICPA. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on Employer Reporting. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

Kern County Employees' Retirement Association

Independent Accountant's Report on Applying Agreed-Upon Procedures

We are required to be independent of KCERA and its Plan Sponsors and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

UHY LLP

Columbia, Maryland

November 13, 2024