



**CRSA PROGRAM DESIGN AND INVESTMENT COMMITTEE  
WEDNESDAY, MARCH 29, 2021 TELECONFERENCE MEETING  
2:00 PM**

**Approved by the PDI Committee on April 12<sup>th</sup>, 2021**

Board Members in Attendance: Mike Walsh; Christine Shaw; Joe Fazzino; Tom Sennett

Additional Attendees: Jessica Muirhead, Office of the State Comptroller; Matt Golden, BNY Mellon;

1. CALL TO ORDER

- a. The meeting was called to order at 2:06 PM.

2. MEETING MINUTES

- a. Mr. Walsh made a motion to accept the March 24, 2021 meeting minutes of the Program, Design, and Investment Committee. The motion was seconded by Mr. Fazzino. The motion passed with two votes in favor and one abstention.

3. PROGRAM DESIGN RECOMMENDATIONS

- a. Mr. Golden of BNY Mellon introduced himself to Mr. Sennett and summarized the discussion of the committee at the March 24<sup>th</sup>, 2021 meeting of the first three program design proposals. Mr. Golden shared the list of the remaining program design proposals to the Committee:
  - i. Contribution Level Changes: Mr. Golden noted that the CRSA statute states that the CRSA Program shall offer both a percentage and a dollar amount contribution option to participants through payroll deduction. Mr. Golden proposed that for operational simplicity for employers during the Program's initial phases, the Program offer only percentage deductions through payroll, with the option to add dollar amount deductions through self-enrollment. The dollar amount deduction would be added at a later time, after the Program is running. The proposal was discussed. The Committee agreed with the proposal, subject to legal review.
  - ii. Individual/Self-Enrollment. Mr. Golden discussed the Program's option to allow individuals to self-enroll and recommended that the Board add this option at a future date after the initial set up phase of the Program. The proposal was discussed. The Committee agreed with the proposal, subject to legal review.
  - iii. Identifying Exempt Employers through a 5500 match. Mr. Golden discussed the option to automatically exempt employers through a federal tax ID match to identify employers who have filed a 5500 form and therefore have a qualifying retirement program. The proposal was discussed. Mr. Sennett questioned whether an employer is subject to the program if they have a qualified retirement benefit for one set of employees but not another. The Committee agreed with the proposal if employers with a qualifying 5500 filing would not fall under the program, and subject to legal review.

- iv. Registration Deadlines and Waves. Mr. Golden discussed the structure of employer sign-up during the Program launch and proposed that the Program be rolled out in no more than three waves. Mr. Golden further suggested that the waves include the largest companies in the first wave and the smallest companies in the last wave. The waves would be split according to data analysis from employer data, when it becomes available. The proposal was discussed. Ms. Shaw suggested that the Board maintain the flexibility to change wave dates as needed to respond to volume and demand during sign-up. The Committee agreed with the proposal, subject to legal review.
- v. Penalties. Mr. Golden discussed the fee structure from other states who have operational programs. Mr. Golden reported that programs in other states have adopted a clearly defined fine for non-compliance with sign-up. The proposal was discussed. Mr. Fazzino questioned whether penalties should be adopted before the Program was set up. The Board tabled this proposal subject to further research.
- b. Ms. Muirhead noted that the proposals would need to be written into policies and adopted by the Board. The policies would be required to be posted for thirty-day public comment periods as with previous policies.
- c. Mr. Fazzino made a motion to submit the proposals to legal review, except for the tabled proposal, to determine their feasibility for adoption by the Board as policies.

#### 4. ADJOURNMENT

- a. Mr. Sennett made a motion to adjourn the meeting. Ms. Shaw seconded the motion. There was no further discussion. The motion passed unanimously by voice vote and the meeting adjourned at 3:16 PM.