



Optional Retirement Plan & Tax-Deferred Investment Plan

Administration Committee Agenda

May 15, 2008; 10:30 am – 1:00 pm

**CH2M Alumni Center Board Room
725 SW 26th Street, OSU Campus**

Attendees: Denise Yunker, John Craven, Ernie Pressman, Alice Sprague, Nathan Klinkhammer

1. Adoption of April 15, 2009 minutes.
2. Reports
 - a. TDI:ous (Fidelity) Loan rate update
 - b. Loans, Hardship Withdrawals, QDROs
 - c. Appeals – No appeals filed since May 16, 2008.
 - d. Semi-annual report to Retirement Committee
3. Completed Action Items
 - a. ORP
 - i. Non-Qualifying ORP contributions in 2008
 - ii. PWAOEMP record for 1039 hour retirees active in the ORP.
 - b. TDI
 - i. Notice of Universal Availability/QuickEnroll, February 2009.
 - ii. Roth starting dates
 - c. Administration
 - i. TIAA-CREF decentralized administration (DCA) update
 - ii. PERS Retiree/ORP Active guidance
 - iii. Beneficiary designations for TDI:ous and ORP:ous.
 - iv. ORP employer contribution: vendor statements and earnings statements
 - v. Loan and Hardship approval procedures approved
4. Business in Process
 - a. TIAA-CREF Systematic Withdrawal Payments
 - b. TDI Vendor Contracts
 - c. Summer Pay with Fixed Amount SRAs
5. New Business
 - a. Proposed OAR 459-075-0300 and OAR 459-080-0300 ORP coordination
 - b. Review and comment: abridged ORP Choices handbook
 - c. Review and comment – ORP and TDI Highlights
6. Campus Administration and On-sites
 - a. Administration Guide and Webpages Redesign
 - i. Administrators site demo
 - ii. Webpages redesign
 - b. Web conferencing for future meetings

- working lunch to be provided -