

Fixed Income Investment Oversight Group Meeting - Florida PRIME
Meeting Minutes
April 20, 2017 2:00 p.m. Gold Coast Room

Attending Members: Karen Chandler – *Chief Risk & Compliance Officer*; Sheilah Smith – *Director, Public Market Compliance*; Marcia Main – *Director, Enterprise Risk Management*; Katy Wojciechowski – *Senior Investment Officer, Fixed Income*

Members Not Present:

Other Attendees: Kevin Ceurvorst – *Senior Portfolio Manager, Investment Grade Credit*; Lisa Collins – *Manager, Public Market Compliance*; Cherie Jeffries – *Director, Fixed Income Trading*; Mike McCauley – *Senior Officer, Investment Programs & Governance*; Gina Wilson – *Sr. Director, Operations & Examinations*; Janice Yecco – *Senior Portfolio Manager*

Minutes: Annette Bullock – *Administrative Assistant*

Agenda Topics

1. Follow-up items:

None.

2. Compliance Review of March 2017 Data:

Conclusions:

- A. No compliance violations were reported on the Federated checklist.
- B. No discrepancies were identified in the verification of high risk parameters.
- C. No extraordinary transactions or holdings were identified.

3. Other Topics:

The Federated Investors bi-annual due diligence site visit was conducted on 4/11/17 by the Chief Risk and Compliance Officer, the Director of Public Market Compliance and the Senior Officer of Investment Programs & Governance. An Aon Hewitt consultant also participated as part of the annual Best Practices Review of Florida PRIME. A variety of topics were discussed including Risk Management and the controls in place for Trading, Compliance, Information Technology, and Disaster Recovery. A follow up call was conducted with Aon Hewitt to discuss observations and potential enhancements. Any decisions regarding program changes will be reported to the IOG.

4. Action Items:

None.