

Fixed Income Investment Oversight Group Meeting - Florida PRIME
Meeting Minutes
October 30, 2017 1:00 p.m. Panther Room

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

Members Not Present:

Other Attendees: Kathy Adkins – *Manager, Financial Operations, FHCF*; Anne Bert – *Chief Operating Officer, FHCF*; Kevin Ceurvorst – *Senior Portfolio Manager, Investment Grade Credit*; Lisa Collins – *Manager, Public Market Compliance*; Cherie Jeffries – *Director, Fixed Income Trading*; Mykel Kenton – *Manager, Public Market Compliance*; Melissa Macilveen – *Financial Specialist II, FHCF*; Mike McCauley – *Senior Officer, Investment Programs & Governance*; Gina Wilson – *Sr. Director of Operations & Examinations, FHCF*

Minutes: Annette Bullock – *Administrative Assistant*

Agenda Topics

1. Follow-up Item from 8/30/17:

The Investment Programs & Governance spreadsheet cross-referencing IPS parameters with Florida Statutes 215.47 and 218.4 will be reviewed at the next meeting.

Conclusions:

Public Market Compliance will review potential changes to Florida PRIME Compliance Risk Rankings with Enterprise Risk Management and present their findings at the next meeting.

2. Compliance Review of September 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:

No other topics were presented for discussion.

4. Action Item:

Public Market Compliance will review potential changes to Florida PRIME Compliance Risk Rankings with Enterprise Risk Management and present their findings at the next meeting.