Fixed Income Investment Oversight Group Meeting – Florida PRIME
Meeting Minutes
March 30, 2018   1:00 p.m.   Panther Room

Attending Members: Kevin Ceurvorst – *Senior Portfolio Manager, Investment Grade Credit (FI-SIO Delegate);* Karen Chandler – *Chief Risk & Compliance Officer*; Marcia Main – *Director, Enterprise Risk Management;* Sheilah Smith – *Director, Public Market Compliance*

Members Not Present: Katy Wojciechowski – *Senior Investment Officer, Fixed Income*

Other Attendees: Annette Bullock – *Administrative Assistant;* 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*

Minutes: Lisa Collins – *Manager, Public Market Compliance*

Agenda Topics

1. Follow-up Item from 12/20/17:

    Performance, Risk, and Analytics inquired about the performance reconciliation process required by the Investment Policy Statement between Federated and the Custodian Bank. The Senior Officer, Investment Programs & Governance will request information from Federated regarding this process and will follow up at the next FI-IOG.

    Conclusions:

    Federated provided a general description of their performance reconciliation process with BNY Mellon. The Senior Officer, Investment Programs & Governance will conduct a call with Federated to obtain additional details and will provide this information to the group.

2. Compliance Review of February 2018 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:

   The Senior Officer, Investment Programs & Governance will conduct a call with Federated to obtain additional details about their performance reconciliation process with BNY Mellon and will provide this information to the group.