

**Fixed Income Investment Oversight Group Meeting - Florida PRIME**  
**Meeting Minutes**  
**February 27, 2018      10:00 a.m.    Panther Room**

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**Attending Members:** Marcia Main – *Director, Enterprise Risk Management*; Kelly Marsey – *Director, Performance & Risk Analytics (CRCO Delegate)*; Sheilah Smith – *Director, Public Market Compliance*; Katy Wojciechowski – *Senior Investment Officer, Fixed Income*

**Members Not Present:** Karen Chandler – *Chief Risk & Compliance Officer*

**Other Attendees:** Kevin Ceurvorst – *Senior Portfolio Manager, Investment Grade Credit*; Lisa Collins – *Manager, Public Market Compliance*; Cherie Jeffries – *Director, Fixed Income Trading*; Melissa Macilveen – *Financial Specialist II, FHCF*; Ray Sherlock – *Senior Portfolio Manager, IP&AA*

**Minutes:** Annette Bullock – *Administrative Assistant*

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**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:

The Senior Officer, Investment Programs & Governance was not in attendance. This item will be discussed at the next FI-IOG.

2. Compliance Review of January 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 Items:

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.