**2023 Cerrado Group Annual Meeting Agenda**

**Sunday, Aug. 20**

|  |  |  |
| --- | --- | --- |
|  | **Arrivals throughout the Day** | *Hotel Teatro**1100 14th Street, Denver* |
| 2:00- 4:00pm | **Pre-meeting Discussion (Voluntary Attendance)**  | *UpStage**8th Floor Hotel* |
| 5:40pm | **Meet in hotel Lobby to walk to restaurant** |  |
| 6:00- 9:00pm | **Dinner*****Sponsored by American Funds and John Hancock***Heather Windjue, AVP TPA Services, John HancockKent Lepard, Divisional Vice President, John HancockJoe Mulcahy, TPA Retirement Plan Counselor, American Funds | *Corinne**1455 California Street* |

**Monday, Aug. 21**

|  |  |  |
| --- | --- | --- |
| 8:00-9:00am | **Breakfast*****Sponsored by Fidelity***Beth Robinson, Director, TPA Programs | *Nickel Back Space* |
| 9:00-9:15am | **Welcome and Agenda Overview**Ann Slotwinski | *UpStage**8th Floor Hotel* |
| 9:15 – 10:30am | **2024 Strategic Initiatives**Ami TullyMaximum Impact |  |
| 10:30am -10:45am | **Break** |  |
| 10:45 – Noon | **2024 Strategic Initiatives**Ami Tully |  |
| Noon to 1:00pm | **Lunch*****Sponsored by Principal***John Maury, Director Strategic Relations-TPA | *Nickel Back Space* |
| 1:00- 2:00pm | **2024 Strategic Initiatives**Ami Tully | *UpStage**8th Floor Hotel* |
| 2:00- 2:15pm | **Break** |  |
| 2:15pm – 3:15pm | **Client Survey Debrief**Rod BertinoBusiness Health |  |
| 3:15-4:15pm | **Best Practices Discussion**Onboarding New and Transfer Plans |  |
| 5:45pm | **Meet in hotel Lobby to walk to restaurant** |  |
| 6:00-9:00pm | **Sponsor Thank You Dinner*****Hosted by The Cerrado Group*** | *Rioja**1431 Larimer Street* |

**Tuesday, Aug. 22**

|  |  |  |
| --- | --- | --- |
| 8:00-9:00am | **Breakfast*****Sponsored by Voya***Cassie Churchill, TPA National Vice PresidentRalph Del Sesto, Head of Broker Dealer & TPA Distribution & Support Strategy | *Nickel Back Space* |
| 9:00-10:30am | **TCG Operational Issues*** **Participation**
* **Communication**
* **Project Management**

Ann Slotwinski | *UpStage**8th Floor Hotel* |
| 10:30-10:45am | **Break** |  |
| 10:45am -Noon | **Member’s Library**Ann Slotwinski |  |
| Noon – 1:00pm | **Lunch*****Sponsored by Transamerica***James Ahern, Manager TPA Business Development | *Nickel Back Space* |
| 1:00-3:30pm | **Best Practices Session*** Keeping the TPA firm Cyber Secure
* Onboarding New Employees
* Distribution Processing
* Automatic Census Scrub
 | *UpStage**8th Floor Hotel* |
| 5:45pm | **Meet in hotel Lobby to walk to the restaurant** |  |
| 6:00- 9:00pm | **Off Site Dinner*****Sponsored by The Standard***Matt King, National Director- TPA Connections and Business DevelopmentTrevor Roberts, National TPA Sales ManagerSteve Chappell, Vice President of Distribution | *Ocean Prime**1465 Larimer Street* |

**Wed., Aug. 23**

|  |  |  |
| --- | --- | --- |
| 8:00-9:00am | Breakfast***Sponsored by T Rowe***Mike Staples, Senior Sales Executive, Rocky Mountain Territory | *Nickel Back Space* |
| 9:00-9:30am | **James Lee CPA*****Lunch Sponsor*** | *UpStage**8th Floor Hotel* |
| 9:30- 10:45pm | **MegaPlanIT*** Debrief on Assessments
* Renew withg MegaPlanIT?

Ann Slotwinski |  |
| 10:45am -11:00am | **Break** |  |
| 11:00am – Noon | **Open Session*** Future Membership Goals
* Profit versus non- profit
* Member selling Governance
* Future of the TPA
* Other
 |  |
| Noon – 1:00pm | **Lunch** | *Nickel Back Space* |

**DAY 1 – Monday, August 21st**

Automation

Leverage our RK partners as well to find vendors/products for outsourcing – they’ve already vetted these things

Executive Director

Membership Dues

 New solicitations for products and services

 Communication strategy for members

 Accountability

 Keep priorities

 Ambassador for Cerrado – Face of org

 Vetting new members

 Coordination of relationships/sponsorships

 Channel strategy

 Admin functions

 Clearinghouse for best ideas

 Infrastructure

 Admin

 Opportunities

 Website

 ECO

* + Financial Reporting
	+ Business Development
	+ Practice Management
	+ Membership / Education

ECO should contain Treasurer and then the head of the steering committee for each of the initiatives – Technology, Brand, New Products & Services

\*\*\*ChatGPT – Jordan subscribes to a professional membership – team members have access and it puts together a directory of the documents that are initiated/created

Resources

 Membership Dues

 Sponsorships

 Other Sources? Yes

Initiatives - Technology

* Census
* Reconciliation of contributions
* Trust Accounting
* Distributions & Loans
* OCR – smart scanning, balance forward
	+ Statements from investment firms
	+ Documents – Read and import into FTW so Luanne doesn’t have to do it
* Notices
* Moving information around
* PDF aggregator

Initiatives – Branding

* Broker/Dealer message
* SPARK
* PR package – press release

**\*\*\*\*Technology developed for TPA’s\*\*\*\***

* Creekside Innovation – Joe Burt – Payroll Integration
	+ Inaccurate data, inefficiencies in admins picking up a project, not having what they need, putting it down until they get good data, picking it back up. Clients make mistakes, what are most common mistakes that we see most often
	+ Working on module now where they can run daily updates and be able to run testing on January 1 and know that there may be excess contributions

**DAY 2 – Tuesday, August 22nd**

Members Forum

Ops Forum

Participation

* Meetings & Calls
	+ Need to be engaged
	+ Not everyone speaks up
	+ Go around the “room”
	+ Give those who need time to process and reflect the time to do so. Post comments on the Forum when ready.
* Projects
	+ Need to be engaged
	+ Track participation – how? Create a project and participation “dashboard” with every firm represented on the project

\*\*\*Send files to Peter to post on our Members Forum\*\*\*