



**Alameda County Employees' Retirement Association
BOARD OF RETIREMENT**

**OPERATIONS COMMITTEE/BOARD MEETING
NOTICE and AGENDA**

ACERA MISSION:

To provide ACERA members and employers with flexible, cost-effective, participant-oriented benefits through prudent investment management and superior member services.

**Wednesday, January 4, 2017
9:30 a.m.**

| LOCATION | COMMITTEE MEMBERS | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|-------------------------|
| ACERA C.G. "BUD" QUIST BOARD ROOM 475 14TH STREET, 10TH FLOOR OAKLAND, CALIFORNIA 94612-1900 MAIN LINE: 510.628.3000 FAX: 510.268.9574 | KEITH CARSON, CHAIR | APPOINTED |
| | DALE AMARAL, VICE CHAIR | ELECTED SAFETY |
| | ANNETTE CAIN-DARNES | APPOINTED |
| | LIZ KOPPENHAVER | ELECTED RETIREES |
| | ELIZABETH ROGERS | ELECTED GENERAL |

Should a quorum of the Board attend this meeting, this meeting shall be deemed a joint meeting of the Board and Committee.

The order of agenda items is subject to change without notice. Board and Committee agendas and minutes are available online at www.acera.org.

Note regarding public comments: Public comments are limited to four (4) minutes per person in total.

Note regarding accommodations: The Board of Retirement will provide reasonable accommodations for persons with special needs of accessibility who plan to attend Board meetings. Please contact ACERA at (510) 628-3000 to arrange for accommodation.

Note regarding Public Records: All writings that are distributed to a majority of members of the ACERA Board of Retirement in connection with a matter subject to discussion at an open meeting of the Board or one of its Committees are public records within the meaning of the California Public Records Act and are available for inspection upon request, unless the writings are privileged or otherwise exempt from disclosure under the provisions of the California Public Records Act. Please contact ACERA at (510) 628-3000 to request to inspect documents. Documents will be made available at ACERA, 475 14th Street, Oakland, California.

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Call to Order: 9:30 a.m.

Action Items: Matters for Discussion and Possible Motion by the Committee

- 1. Review, discussion and possible motion to adopt the amendments, if any, to the Board Business and Travel Policy**

- Lori Schnall

Recommendation

Staff recommends that the Operations Committee recommend to the Board of Retirement that the Board adopt the Board Business and Travel Policy.

- 2. Review, discussion and possible motion to adopt the amendments, if any, to the Trustee Education Policy**

- Lori Schnall

Recommendation

Staff recommends that the Operations Committee recommend to the Board of Retirement that the Board adopt the Trustee Education Policy

- 3. Discussion and possible motion to approve New Pay Items – Pay Codes 141 and 26M for Alameda Health System.**

- Sandra Dueñas-Cuevas

Recommendation

Staff recommends that the Operations Committee recommend to the Board of Retirement that the Board approve the inclusion of the following pay items as compensation earnable and pensionable compensation for members with entry dates before, on or after January 1, 2013, based on Government Code Sections 31461 and 7522.34:

1. 141 – Psychiatrists Evening Flat Rate
2. 26M – Evening \$11.00

- 4. Discussion and possible motion to approve Amended Pay Item – Pay Code 41A for Alameda County.**

- Sandra Dueñas-Cuevas

Recommendation

Staff recommends that the Operations Committee recommend to the Board of Retirement that the Board approve to continue the inclusion of the Pay Item, HRS Labor – Dept. HRS Responsibility – Code 41A, which was amended from 5% of pay to 10%, as compensation earnable and pensionable compensation for members with entry dates before, on or after January 1, 2013, based on Government Code Sections 31461 and 7522.34.

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5. Discussion and possible motion to approve Pay Code 41R – BOS Chief of Staff for Alameda County

– Sandra Dueñas-Cuevas

Recommendation

Staff recommends that the Operations Committee recommend to the Board of Retirement that the Board approve the inclusion of Pay Item 41R – BOS Chief of Staff as compensation earnable and pensionable compensation for members with entry dates before, on or after January 1, 2013, based on Government Code Sections 31461 and 7522.34.

6. Discussion and possible motion to recommend to the Board of Retirement a service provider for Medical Advisor and Claims Management Services for the review of disability applications.

- Kathy Foster

Recommendation

Staff recommends that the Operations Committee recommend to the Board of Retirement that the Board approve a contract for Medical Advisor and Disability Claims Management Services to the highest scoring proposal response as a result of the Request for Proposal process, and which will meet the business needs of the organization.

Information Items: These items are not presented to Committee for action but consist of status updates and cyclical reports

1. Operating Expenses

Report on the status of ACERA's budget as of November 30, 2016

- Margo Allen

2. Semi-Annual Report on Member Under and Overpayments

Semi-annual report on under and overpayments of member contributions and benefits

- Kathy Foster

- Sandra Dueñas-Cuevas

Future Discussion Items

- Error Correction Policy

Trustee/Public Input

Establishment of Next Meeting Date

February 1, 2017 at 9:30 a.m.