



**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, March 2, 2011  
9:00 a.m.**

<b>LOCATION</b>	<b>COMMITTEE MEMBERS</b>	
<b>ACERA C.G. "BUD" QUIST BOARD ROOM 475 14<sup>TH</sup> STREET, 10<sup>TH</sup> FLOOR OAKLAND, CALIFORNIA 94612-1900 MAIN LINE: 510.628.3000 FAX: 510.268.9574</b>	<b>ELIZABETH ROGERS, CHAIR</b>	<b>ELECTED GENERAL</b>
	<b>OPHELIA BASGAL, VICE CHAIR</b>	<b>APPOINTED</b>
	<b>KEITH CARSON</b>	<b>APPOINTED</b>
	<b>GEORGE DEWEY</b>	<b>APPOINTED</b>
	<b>LIZ KOPPENHAVER</b>	<b>ELECTED RETIRED</b>

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](http://www.acera.org).

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All writings that are distributed to a majority of members of the ACERA Board of Trustees 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 (510) 628-3000 to request to inspect documents. Documents will be made available at ACERA, 475 14<sup>th</sup> Street, Oakland, California.

# ***OPERATIONS COMMITTEE/BOARD MEETING***

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**Call to Order:** 9:00 a.m.

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

### **1. File Room Remodel Contract**

Discussion and possible motion to approve a contract with AD Architects to remodel the old file room with the contract not to exceed \$150,000

- Catherine Walker

### **2. Voluntary Elected Member Employer Reimbursement for 2011**

Discussion and possible motion regarding the continuation of the voluntary elected member employer reimbursement for 2011

- Robert Gaumer

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

### **1. Legislative Update**

Oral report on the legislation of interest to ACERA

- Robert Gaumer

### **2. Monthly Financial Statements**

Financial update for the period ending January 31, 2011

- JP Singh

### **3. Total Operating Expenses – Budget vs Actual as of January 31, 2011**

Report on the status of ACERA's budget as of January 31, 2011

- JP Singh

### **4. Enterprise Document Management System (EDMS)**

Update on the Enterprise Data Management Systems Project

- Latrena Walker

### **5. Participating Employer Exceptions**

Report on the status of the pending employer payroll exceptions as of January 31, 2011

- Rose Kwong

### **6. Board Member Conference Attendance Report for 4<sup>th</sup> Quarter 2010**

Quarterly report on the Board Member Conference Attendance Report

- Catherine Walker

# ***OPERATIONS COMMITTEE/BOARD MEETING***

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## **Trustee/Public Input**

## **Future Discussion Items**

- Web Member Services Update
- RFP for Great Plains Support
- Statement of Reserves
- Active and Deferred Member Statements

## **Establishment of Next Meeting Date**

April 6, 2011 at 9:00 a.m.