



**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 3, 2010
9:00 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	ELIZABETH ROGERS, CHAIR	ELECTED GENERAL
	DALE AMARAL, VICE CHAIR	ELECTED SAFETY
	OPHELIA BASGAL	APPOINTED
	KEITH CARSON	APPOINTED
	LIZ KOPPENHAVER	ELECTED RETIRED

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.

The Retirement Board will provide reasonable accommodations for persons with disabilities and other issues of accessibility who plan to attend Board meetings. Please contact ACERA at (510) 628-3000 to arrange for accommodation.

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 14th Street, Oakland, California.

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Call to Order: 9:00 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 Travel Policy

- Robert Gaumer

Recommendation

The Operations Committee recommends to the Board of Retirement that the Board adopt the amendments to the Travel Policy, as recommended by Staff.

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

1. Travel and Conference Report Update

Update on the reporting of the Board's travel and conference activities

- Catherine Walker

2. Participating Employer Handbook Training

Report on the first annual Participating Employer handbook training

- Catherine Walker

3. Monthly Financial Statements

Financial update for the period ending January 31, 2010

- JP Singh

4. Total Operating Expenses – Budget vs Actual as of January 31, 2010

Report on the status of ACERA's budget as of January 31, 2010

- JP Singh

5. Legislative Update

Update on the legislation of interest to ACERA

- Robert Gaumer

6. Call Center Report

Quarterly report on the Call Center

- Kathy Foster

7. Annual Medical Examinations

Discussion of the Annual Medical Examination process and procedures

- Robert Gaumer

- Kathy Foster

Trustee/Public Input

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Future Discussion Items

- Statement of Reserves
- Active & Deferred Member Statements
- Human Resources Quarterly Staffing Report
- Enterprise Document Management Systems (EDMS) Update

Establishment of Next Meeting Date

April 7, 2010 at 9:00 a.m.