



Date: August 18, 2016
To: Members of the Budget Committee
From: Ophelia Basgal, Board Chair
Subject: Summary of the August 18, 2016, Budget Committee Meeting

Board Chair Ophelia Basgal called the August 18, 2016, Budget Committee meeting to order at 12:33 pm. Committee members present were Annette Cain-Darnes, Dale Amaral, Elizabeth Rogers and George Wood. Other Board members present were Darryl Walker, David Safer, and Tarrell Gamble. Staff present were David Nelsen, Chief Executive Officer; Kathy Foster, Assistant CEO Benefits; Margo Allen, Fiscal Services Officer; Harsh Jadhav, Chief of Internal Audit; Joseph Fletcher, Chief Counsel; Betty Tse, Chief Investment Officer; Sandra Dueñas-Cuevas, Benefits Manager; and, Victoria Arruda, Human Resource Officer.

Attention: After the August 18, 2016, Budget Committee meeting, staff realized an error in procedure. It was discovered that incorrect committee member information was listed on the committee agenda, that is, the 2015 Budget Committee members were listed on the agenda and not the 2016 members. The error has been corrected. There were no action items at this meeting.

ACTION ITEMS

1. None

INFORMATION ITEMS

1. Mid-Year review of 2016 ACERA Operating Expense Budget

Staff presented the 2016 mid-year operating expense budget review and variance analyses (i.e., Year-to-Date Review as of June 30, 2016 and End-of-Year Forecast Review as of December 31, 2016). The committee suggested that staff consider re-naming the "Risk Management" expense relating to ACERA's contract with Alameda County Risk Management Unit. The committee also suggested that staff utilize the consulting fees schedule for future mid-year reviews

2. Fiscal Services Officer's Oral Report

Fiscal Services Officer (FSO) reported that the fiscal services department has been working to improve its financial and budget reporting procedure by incorporating more comprehensive staffing updates and investment expense and cash forecast reports into monthly and quarterly operating expense reports. She also mentioned that fiscal services staff is rolling out the new cloud-based budget software. The transition includes developing the 2017 proposed budget in the new software. It was pointed out that the new software will allow managers to have increased hands-on participation in developing their departmental budgets, as well as enable them to run "what-if" scenarios and

workflows, etc. The FSO thanked and praised the budget team for its hard work throughout the transition and successful implementation.

TRUSTEE/PUBLIC INPUT

- None

RECOMMENDATION

- None

ESTABLISHMENT OF NEXT MEETING DATE

October 5, 2016 at 1:30 pm

MEETING ADJOURNED

The meeting adjourned at 1:02 pm