



**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 6, 2016
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	DALE AMARAL, CHAIR	ELECTED SAFETY
	LIZ KOPPENHAVER, VICE CHAIR	ELECTED RETIREES
	OPHELIA BASGAL	APPOINTED
	KEITH CARSON	APPOINTED
	TARRELL GAMBLE	APPOINTED

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. Discussion and possible motion to approve a New Pay Item – Pay Code 109 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 Pay Item 109 – Sitter Pay as compensation earnable and pensionable compensation for members with entry dates before, on or after January 1, 2013.

2. Discussion and possible motion to approve a New Pay Item – Pay Code 140 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 Pay Item 140 – Orientation Pay as compensation earnable and pensionable compensation for members with entry dates before, on or after January 1, 2013.

3. Discussion and possible motion to approve a New Pay Item – Pay Code 111 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 Pay Item 111 – Meeting Pay as compensation earnable and pensionable compensation for members with entry dates before, on or after January 1, 2013.

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4. Discussion and possible motion to approve a New Pay Item – Pay Code 41K for County of Alameda

- Sandra Dueñas-Cuevas

Recommendation

Staff recommends that the Operations Committee recommend to the Board of Retirement that the Board approve the non-inclusion of Pay Item 41K – Manage/Coord. Work Assignment, as pensionable compensation for a member (PEPRA) with an entry date on or after January 1, 2013, and approve the inclusion of this pay item as compensation earnable for a member (legacy) with an entry date prior to January 1, 2013.

5. Discussion and possible motion to approve a New Pay Item – Pay Code 41L for County of Alameda

- Sandra Dueñas-Cuevas

Recommendation

Staff recommends that the Operations Committee recommend to the Board of Retirement that the Board approve the non-inclusion of Pay Item 41L – Sup/Coord. Wrk-SSA Pub Info Off, as pensionable compensation for a member (PEPRA) with an entry date on or after January 1, 2013, and approve the inclusion of this pay item as compensation earnable for a member (legacy) with an entry date prior to January 1, 2013.

6. Discussion and possible motion to approve a New Pay Item – Pay Code 41M for County of Alameda

- Sandra Dueñas-Cuevas

Recommendation

Staff recommends that the Operations Committee recommend to the Board of Retirement that the Board approve the non-inclusion of Pay Item 41M – MR Tech Lead Duties in PHCCS, as pensionable compensation for a member (PEPRA) with an entry date on or after January 1, 2013, and approve the inclusion of this pay item as compensation earnable for a member (legacy) with an entry date prior to January 1, 2013.

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

- 1. Operating Expenses – Budget vs Actual as of November 30, 2015**
Report on the status of ACERA's budget as of November 30, 2015
 - Margo Allen

- 2. Proposed 2016 Operations Committee Work Plan**
Presentation of the proposed 2016 Operations Committee work plan
 - Margo Allen

- 3. 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

- 4. 2015 Business Continuity Exercise**
Report on the results of the Business Continuity Exercise held on October 9, 2015
 - Latrena Walker

Trustee/Public Input

Future Discussion Items

- Quarterly Updates

Establishment of Next Meeting Date

February 3, 2016 at 9:30 a.m.