



**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, February 3, 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.

OPERATIONS COMMITTEE/BOARD MEETING

NOTICE and AGENDA, Page 2 of 3 – Wednesday, February 3, 2016

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 \$132.29 for Trustee business related expenses that are in excess of the \$12,360 allotment for 2015**
- Margo Allen

Recommendation

Staff recommends that the Operations Committee recommend to the Board of Retirement that the Board approve ACERA's payment of \$132.29 for Trustee Darryl Walker's business related expenses that are in excess of the \$12,360 allotment for 2015.

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

- 1. Unaudited Operating Expenses – Budget vs Actual as of December 31, 2015**
Report on the status of ACERA's budget as of December 31, 2015
- Margo Allen
- 2. Unaudited Financial Statements as of December 31, 2015**
Financial update for the period ending December 31, 2015
- Margo Allen
- 3. Quarterly Cash Forecast Report as of December 31, 2015**
Cash forecast report for the period ending December 31, 2015
- Margo Allen
- 4. 2016 Cash Forecast Model**
Cash forecast model for the period January 1 through December 31, 2016
- Margo Allen
- 5. Quarterly Board Member Conference Expense Report as of December 31, 2015**
Board Members' conference expenses for the period ending December 31, 2015
- Margo Allen
- 6. Quarterly Senior Manager Conference and Training Expense Report as of December 31, 2015**
Senior Managers' conference and training expenses for the period ending December 31, 2015
- Margo Allen

OPERATIONS COMMITTEE/BOARD MEETING

NOTICE and AGENDA, Page 3 of 3 – Wednesday, February 3, 2016

7. Human Resources Staffing Report
Quarterly report on position vacancies

- Victoria Arruda

8. Call Center Report
Quarterly report on the Call Center

- Ismael Piña

Trustee/Public Input

Future Discussion Items

- Web Member Services Intrusion Test Results
- Request for Proposal (RFP) for Financial Services
- Securities Litigation Update

Establishment of Next Meeting Date

March 2, 2016 at 9:30 a.m.