



Alameda County Employees' Retirement Association
BOARD OF RETIREMENT

REVISED - 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.

Thursday, January 16, 2020
2:00 p.m.

LOCATION	BOARD OF RETIREMENT - MEMBERS	
ACERA C.G. "BUD" QUIST BOARD ROOM 475 14 TH STREET, 10 TH FLOOR OAKLAND, CALIFORNIA 94612-1900 MAIN LINE: 510.628.3000 FAX: 510.268.9574	HENRY LEVY	TREASURER
	CHAIR	
	ELIZABETH ROGERS	ELECTED GENERAL
	FIRST VICE-CHAIR	
	JAIME GODFREY	APPOINTED
	SECOND VICE-CHAIR	
	DALE AMARAL	ELECTED SAFETY
	OPHELIA BASGAL	APPOINTED
	KEITH CARSON	APPOINTED
	TARRELL GAMBLE	APPOINTED
	LIZ KOPPENHAVER	ELECTED RETIRED
	GEORGE WOOD	ELECTED GENERAL
	NANCY REILLY	ALTERNATE RETIRED ¹
DARRYL L.WALKER	ALTERNATE SAFETY ²	

¹ Alternate Retired Member (Votes in the absence of the Elected Retired Member, or, if the Elected Retired Member is present, then votes if both Elected General members, or the Elected Safety Member and an Elected General member, are absent.

² Alternate Safety Member (Votes in the absence of (1) the Elected Safety, (2) either of the two Elected General Members, or (3) both the Retired and Alternate Retired members).

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 comments: Public comments are limited to four (4) minutes per person in total.

The order of agendized items is subject to change without notice. Board and Committee agendas and minutes are available online at www.acera.org.

1. **CALL TO ORDER:**
2. **ROLL CALL:**
3. **PUBLIC COMMENT:**
4. **ELECTION OF BOARD OFFICERS FOR 2020:**
5. **CONSENT CALENDAR:**
 - A. **APPLICATION FOR SERVICE RETIREMENT:**
Appendix A
 - B. **APPLICATION FOR RETIREMENT, DEFERRED:**
Appendix B
Appendix B-1
 - C. **APPLICATION FOR DEFERRED TRANSFER:**
Appendix C
 - D. **LIST OF DECEASED MEMBERS:**
Appendix D
 - E. **REQUESTS FOR 130 BI-WEEKLY PAYMENTS TO RE-DEPOSIT CONTRIBUTIONS AND GAIN CREDIT:**
Appendix E
 - F. **APPLICATION FOR DISABILITY RETIREMENT – NON CONTESTED ITEMS:**
Appendix F
 - G. **APPLICATION FOR DISABILITY RETIREMENT – HEARING OFFICER RECOMMENDATIONS:**
Appendix G
 - H. **APPROVAL OF COMMITTEE and BOARD MINUTES:**
December 19, 2019 Minutes of the Regular Board Meeting
January 8, 2020 Investment Committee Minutes
 - I. **MISCELLANEOUS MATTERS:**
Quarterly Report on Member Underpayments and Overpayments
Operating Expenses as of November 30, 2019

-----End of Consent Calendar-----
(MOTION)

REGULAR CALENDAR

REPORTS AND ACTION ITEMS

6. DISABILITIES, RECOMMENDATIONS AND MOTIONS:
(Item(s) will be heard in Closed Executive Session)

None.

7. COMMITTEE REPORTS, RECOMMENDATIONS AND MOTIONS:

A. Investment:

1. Summary of the January 8, 2020 Meeting.
2. Motion to authorize Staff to Negotiate an Extension of the Custody Contract with State Street Bank and Trust Company.
3. Motion to approve the Short List of candidates for ACERA's Large Cap Value Manager Search.

8. NEW BUSINESS:

A. Chief Executive Officer's Report.

9. CONFERENCE/ORAL REPORTS:

10. ANNOUNCEMENTS:

11. BOARD INPUT:

12. ESTABLISHMENT OF NEXT MEETING:

Thursday, February 20, 2020 at 2:00 p.m.

13. CLOSED SESSION:

A. Pursuant to GC §54957(b)(1): Consider ACERA Chief Executive Officer's Annual Performance.

14. REPORT ON ACTION TAKEN IN CLOSED SESSION:

15. ADJOURNMENT:

**APPENDIX A
APPLICATION FOR SERVICE RETIREMENT**

ADAMS, Nancy L.
Effective: 10/26/2019
Superior Court

GUCOR, Phil M.
Effective: 8/31/2019
Community Development Agency

ALLEN, Ruth L.
Effective: 5/23/2018
Alameda Health System

GUERRERO, Sylvia
Effective: 11/13/2019
Superior Court

ARCINIEGA, Petra
Effective: 11/1/2019
Alameda Health System

GUILLEN, Rafaela
Effective: 11/2/2019
Alameda Health System

BLACK, Leola
Effective: 11/2/2019
Probation

HARBERT, Jacquelyn R.
Effective: 10/1/2019
Superior Court

BORDELON, Roslyn R.
Effective: 11/2/2019
Probation

JACKSON, James O.
Effective: 11/2/2019
Alameda Health System

CAMPOS, Miguel B.
Effective: 11/2/2019
Public Works Agency

JOHNSON, Deborah A.
Effective: 10/1/2019
Information Technology

CHAN, Philip
Effective: 10/13/2019
Alameda Health System

JOHNSON, Karen M.
Effective: 11/2/2019
Sheriff's Office

COLER, Lisa A.
Effective: 10/19/2019
Superior Court

KLIEWER, Julie G.
Effective: 10/5/2019
Alameda Health System

COLES, Valerie J.
Effective: 11/2/2019
Sheriff's Office

LIM, David G.
Effective: 11/25/2019
District Attorney

DE LA CRUZ, Rogelio
Effective: 11/2/2019
Alameda Health System

NGUYEN, Tai Tan
Effective: 11/2/2019
Alameda Health System

DE LEON, Sandra C.
Effective: 10/19/2019
Alameda Health System

OLIVER, Gerard L.
Effective: 11/2/2019
Alameda Health System

**APPENDIX A
APPLICATION FOR SERVICE RETIREMENT**

SARINO, Flordeliza F.
Effective: 9/28/2019
Alameda Health System

WALKER, Gisele
Effective: 4/1/2017
Alameda Health System

WAYNE, Beverly A.
Effective: 9/25/2019
Health Care Services Agency

YORK, Thomas E.
Effective: 9/22/2018
Information Technology

**APPENDIX B
APPLICATION FOR DEFERRED RETIREMENT**

CALIVA, Lori M.
Community Development Agency
Effective Date: 11/10/2019

MENDEZ, Julieta A.
Alameda Health System
Effective: 10/16/2019

DIMAANO, Annabelle L.
Child Support Services
Effective: 12/13/2019

OLOGBOSELE, Cliff
Alameda Health System
Effective: 11/1/2019

QUIAMCO, Mitch L.
Alameda Health System
Effective: 10/26/2019

**APPENDIX B-1
APPLICATION FOR NON-VESTED DEFERRED**

ARAGON, JR., Denis
Superior Court
Effective Date: 9/17/2019

FRANZEL, Andrea N.
Human Resource Services
Effective: 8/23/2019

BAKER, Alex S.
Social Services Agency
Effective: 10/25/2019

GONZALEZ, Victor H.
Public Works Agency
Effective: 8/23/2019

CACH, JR., Robert
Superior Court
Effective: 7/26/2019

HUYNH, Gizelle Arlynn Q.
General Services Agency
Effective: 11/13/2019

**APPENDIX B-1
APPLICATION FOR NON-VESTED DEFERRED**

LEE, Jena N.
Social Services Agency
Effective: 10/16/2019

OSMOND, Jessica L.
Health Care Services Agency
Effective: 11/15/2019

MCDADE, Theresa H.
Social Services Agency
Effective: 10/7/2019

SOMBREDERO, Alisson D.
Alameda Health System
Effective: 10/25/2019

MELLS, Trevor A. S.
Community Development Agency
Effective: 11/15/2019

TANG, Sue S.
Social Services Agency
Effective: 11/1/2019

NGUYEN, Nina T.
Alameda Health System
Effective: 11/7/2019

VELEZ, Liberty S.
Alameda Health System
Effective: 10/1/2019

**APPENDIX D
LIST OF DECEASED MEMBERS**

ABAYAN, Norberta R.
Social Services Agency
11/23/2019

HOLLAND, Angela J.
Alameda Health System
11/24/2019

ASPHOLM, Edna M.
Alameda Health System
12/6/2019

HUMPHREY, Adrienne H.
Risk Management
12/2/2019

BAINBRIDGE, Deidre J.
Public Defender
11/22/2019

JONES, John K.
Probation
11/15/2019

BUNCH, William J.
Sheriff's Office
11/24/2019

LONS, James F.
Sheriff's Office
11/11/2019

CONDELL, Patricia A.
Alameda Health System
12/25/2019

MINNICH, Dorothy
Social Services Agency
12/26/2019

CROUTCH, Albert
Social Services Agency
12/18/2019

NESS, Bernice E.
Social Services Agency
10/24/2019

CRUZ, Francisco A.
Alameda Health System
12/9/2019

OSTINI, Robert R.
Superior Court
12/1/2019

DARNELL, George W.
Zone 7
12/30/2019

PADILLA, Sylvester
Alameda Health System
12/20/2019

GARCIA, Natividad T.
County Administrator
11/26/2019

PUENTES, Mirta
Alameda Health System
12/20/2019

GIBSON, Arlene B.
General Services Agency
12/8/2019

ROBINSON, Leanna J.
Social Services Agency
12/20/2019

HARRIS, Vera A.
Social Services Agency
12/13/2019

SAENZ, Raymond
Alameda Health System
11/26/2019

HELMUTH, Gene R.
Non-Mbr Survivor of Greta Helmuth
12/6/2019

THURSTON, Jon R.
District Attorney
12/13/2019

**APPENDIX D
LIST OF DECEASED MEMBERS**

VINSON, Carl E.
Sheriff's Office
12/13/2019

YOUNG, Mary L.
Health Care Services Agency
12/20/2019

**APPENDIX F
APPLICATION FOR DISABILITY RETIREMENT**

Name: **Daly, Sean**
Type of Claim: Annual Review for SCD (Granted on 8/17/17)

Staff's Recommendation:

Adopt the findings and conclusions and approve and adopt the recommendation contained in the Medical Advisor's report to continue the allowance for Mr. Daly's service-connected disability and to waive future annual medical examinations and questionnaires at this time.

Name: **Koehler, Todd**
Type of Claim: Annual Review for SCD (Granted on 12/17/15)

Staff's Recommendation:

Adopt the findings and conclusions and approve and adopt the recommendation contained in the Medical Advisor's report to continue the allowance for Mr. Koehler's service-connected disability and to waive future annual medical examinations and questionnaires at this time.

December 19, 2019
Minutes of the Regular Board Meeting
For approval under January 16, 2020
Board “Consent Calendar”



ALAMEDA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION
BOARD OF RETIREMENT
MINUTES

Thursday, December 19, 2019

Chair Henry Levy called the meeting to order at 2:00 p.m.

Trustees Present: Ophelia Basgal
Keith Carson
Tarrell Gamble
Liz Koppenhaver
Henry Levy
Elizabeth Rogers
Nancy Reilly (*Alternate*)
Darryl Walker (*Alternate*)

Trustees Excused: Dale Amaral
Jaime Godfrey
George Wood

Staff Present: Margo Allen, Fiscal Services Officer
Victoria Arruda, Human Resource Officer
Angela Bradford, Executive Secretary
Sandra Dueñas-Cuevas, Benefits Manager
Kathy Foster, Assistant Chief Executive Officer
Jessica Huffman, Benefits Manager
Harsh Jadhav, Chief of Internal Audit
Vijay Jagar, Retirement Chief Technology Officer, ACERA
Kathy Mount, Chief Counsel
David Nelsen, Chief Executive Officer
Betty Tse, Chief Investment Officer

PUBLIC INPUT

None.

**CONSENT CALENDAR
REPORTS AND ACTION ITEMS**

APPLICATION FOR SERVICE RETIREMENT

Appendix A

APPLICATION FOR RETIREMENT, DEFERRED

*Appendix B
Appendix B-1*

APPLICATION FOR DEFERRED TRANSFER

Appendix C

LIST OF DECEASED MEMBERS

Appendix D

**REQUESTS FOR 130 BI-WEEKLY PAYMENTS TO RE-DEPOSIT
CONTRIBUTIONS AND GAIN CREDIT**

Appendix E

APPLICATION FOR DISABILITY RETIREMENT – NON-CONTESTED ITEMS

Appendix F

**APPLICATION FOR DISABILITY RETIREMENT – HEARING OFFICER
RECOMMENDATIONS**

Appendix G

APPROVAL OF BOARD and COMMITTEE MINUTES

*November 21, 2019 Budget Committee Minutes
November 21, 2019 Governance Committee Minutes
November 21, 2019 Minutes of the Regular Board Meeting
December 4, 2019 Operations Committee Minutes
December 4, 2019 Retirees Committee Minutes
December 11, 2019 Investment Committee Minutes
December 11, 2019 Minutes of the Special Board Meeting*

MISCELLANEOUS MATTERS

None

19-85

It was moved by Liz Koppenhaver seconded by Tarrell Gamble, and approved by a vote of 4 yes (*Gamble, Koppenhaver, Levy, Reilly*), 0 no, and 1 abstention (*Darryl Walker*):

BE IT RESOLVED BY THIS BOARD that the Consent Calendar is approved.

**REGULAR CALENDAR
REPORTS AND ACTION ITEMS**

**DISABILITIES, CURRENT AND CONTINUING RECOMMENDATIONS AND
MOTIONS**

(Item(s) will be heard in Closed Executive Session)

None.

COMMITTEE REPORTS, RECOMMENDATIONS AND MOTIONS

This month's Committee reports were presented in the following order:

Operations:

Tarrell Gamble gave an oral report stating that the Operations Committee met on December 4, 2019 and that the Committee was presented with, reviewed information for and discussed the Segal Consulting Benefits Consultant annual agreement.

19-86

It was moved by Tarrell Gamble and seconded by Liz Koppenhaver that the Board approve the annual agreement for \$125,460 effective January 1, 2020, for ACERA's Benefits Consultant, Segal Consulting. The motion carried 6 yes (*Gamble, Koppenhaver, Levy, Reilly, Rogers, Walker*), 0 no, and 0 abstentions.

Trustee Gamble reported that the Committee was presented with, reviewed information for and discussed the Segal Consulting Benefits Consultant annual agreement for work related to the dental and vision plans request for proposal project.

19-87

It was moved by Tarrell Gamble and seconded by Liz Koppenhaver that the Board approve the amendment to Segal Consulting's annual agreement, effective January 1, 2020, for work related to ACERA's dental and vision plans at a cost of \$20,000. The motion carried 6 yes (*Gamble, Koppenhaver, Levy, Reilly, Rogers, Walker*), 0 no, and 0 abstentions.

Trustee Gamble reported that the Committee was presented with, reviewed information for and discussed the approximate costs for implementing the replacement of ACERA's Pension Administration System.

19-88

It was moved by Tarrell Gamble and seconded by Liz Koppenhaver that the Board approve the approximate costs for implementing the replacement of ACERA's Pension Administration System, subject to contract negotiation with selected vendors. The motion carried 6 yes (*Gamble, Koppenhaver, Levy, Reilly, Rogers, Walker*), 0 no, and 0 abstentions.

Trustee Gamble reported that the Committee was presented with, reviewed information for and discussed ACERA's 2020 Proposed Budget.

19-89

It was moved by Tarrell Gamble and seconded by Elizabeth Rogers that the Board approve ACERA's 2020 Proposed Budget. The motion carried 7 yes (*Carson, Gamble, Koppenhaver, Levy, Reilly, Rogers, Walker*), 0 no, and 0 abstentions.

Trustee Gamble reported that the Committee was presented with, reviewed information for and discussed ACERA's *Pre-Payment Policy*.

19-90

It was moved by Tarrell Gamble and seconded by Liz Koppenhaver that the Board approve ACERA's *Pre-Payment Policy*. The motion carried 7 yes (*Carson, Gamble, Koppenhaver, Levy, Reilly, Rogers, Walker*), 0 no, and 0 abstentions.

The Committee was presented with updates on the following Information Items: 1) Operating Expenses as of October 31, 2019 and 2) Current and Future Technology Projects.

Minutes of the meeting were presented to the Board for adoption on the Consent Calendar at today's Board meeting.

Retirees:

Liz Koppenhaver gave an oral report stating that the Retirees Committee met on December 4, 2019 and that the Committee was presented with, reviewed information for and discussed the continuance of the Medicare Part B Reimbursement Plan (MBRP).

19-91

It was moved by Liz Koppenhaver and seconded by Elizabeth Rogers that the Board continue to provide the Medicare Part B Reimbursement Plan (MBRP) benefit to eligible retirees in 2020, and approve the reimbursement based on the lowest standard monthly Medicare Part B premium at the rate of \$144.60. The MBRP benefit is a non-vested benefit funded by contributions from ACERA Employers to the 401(h) account. After contributions are made, in accordance with the County Employees Retirement Law, ACERA treats an equal amount of Supplemental Retiree Benefit Reserve assets as employer contributions for pensions. The motion carried 8 yes (*Basgal, Carson, Gamble, Koppenhaver, Levy, Reilly, Rogers, Walker*), 0 no, and 0 abstentions.

Trustee Koppenhaver reported that the Committee was presented with, reviewed information for and discussed the revised and updated Appendix A to Resolution No. 07-29.

19-92

It was moved by Liz Koppenhaver and seconded by Elizabeth Rogers that the Board adopt the revised and updated Appendix A to Resolution No. 07-29, which reflects the changes approved by the Board to the Monthly Medical Allowance amounts for Group and Individual Plans as well as the Retiree Health Benefit contribution amounts for Plan Year 2020. The motion carried 8 yes (*Basgal, Carson, Gamble, Koppenhaver, Levy, Reilly, Rogers, Walker*), 0 no, and 0 abstentions.

The Committee was presented with updates on the following Information Items: *1) Report on Overpayments of Monthly Medical Allowance Amounts Paid through Health Reimbursement Arrangements (HRA) by Via Benefits; 2) Annual Report on Retired Member (Lump Sum) Death Benefits Paid in 2019; 3) Dental and Vision Plans Request for Proposal Project for 2021 Plan Coverage; 4) Semi-Annual Report on ACERA’s Wellness Program; 5) Retiree Health and Wellness Fair Results and Open Enrollment Activity; and 6) Miscellaneous Updates.*

Minutes of the meeting were presented to the Board for adoption on the Consent Calendar at today’s Board meeting.

Investment:

Elizabeth Rogers gave an oral report stating that the Investment Committee met on December 11, 2019 and that the Committee adjourned into Closed Session to consider the purchase or sale of particular, specific pension fund investments. After discussion, the Committee reconvened into Open Session.

The Board made the following motion:

19-93

It was moved by Elizabeth Rogers and seconded by Liz Koppenhaver that the Board increase ACERA’s investment in its Two Sigma Advisers Fund by \$60 million and decrease ACERA’s investment in the CFM Institutional Systematic Diversified Fund by \$60 million, thus diversifying the Absolute Return Portfolio. The motion carried 8 yes (*Basgal, Carson, Gamble, Koppenhaver, Levy, Reilly, Rogers, Walker*), 0 no, and 0 abstentions.

The Committee was presented with updates on the following Information Items: *1) Review of State Street Bank and Trust Company (“SSB”) – Custodian Bank; 2) Semiannual Performance Review for the Period Ending September 30, 2019 – Equities and Fixed Income; 3) Semiannual Performance Review for the Period Ending September 30, 2019 – Absolute Return; 4) Semiannual Performance Review for the Period Ending June 30, 2019 – Private Equity; 5) Semiannual Performance Review for the Period Ending June 30, 2019 – Real Assets; 6) Semiannual Performance Review for the Period Ending September 30, 2019 – Real Estate; and 7) CA Gov. Code §7514.7 Alternative Investment Vehicles Information Report.*

Minutes of the meeting were presented to the Board for adoption on the Consent Calendar at today's Board meeting.

NEW BUSINESS:

Board Election Results

Chief Executive Officer (CEO) Dave Nelsen announced the results of ACERA's 2019 Board Election reporting that George Wood was re-elected to serve on the third seat (General Member) and Dale Amaral (Safety Member) and Darryl Walker (Alternate Safety Member), were also re-elected to serve on the seventh seat on the Board of Retirement.

Mr. Nelsen reported that voter turnout for the General Election was approximately 8.71% and voter turnout for the Safety Election was approximately 18%.

David Nelsen, Chief Executive Officer's Report

Mr. Nelsen presented his December 19, 2019, written CEO Report which provided an update on the following items: **1)** Senior Manager Recruitment; **2)** Committee/Board Action Items; **3)** Conference/Event Schedule; **4)** Other Items, which included a Pension Administration System Update and the latest scores for ACERA's Key Performance Indicators.

Mr. Nelsen reported that interviews for the Chief Counsel position have begun and asked for the Board's feedback on whether or not the Board is interested in a "Meet and Greet" session with the candidates prior to Mr. Nelsen making a hiring decision. The "Meet and Greet" session will take place at a Special Board meeting on Wednesday, January 8, 2020.

Mr. Nelsen reported that even with a 30% increase in members' calls due to Open Enrollment, the number of calls answered and responded to this period was approximately 97%, which exceeded the Benefits Department's benchmark of 91%. It was noted that the Benefits Department provides the Board with a quarterly Call Center Report that reflects the type of calls received, percentages, etc.

CONFERENCE/ORAL REPORTS

None.

ANNOUNCEMENTS

None.

BOARD INPUT

Trustees and Staff exchanged good wishes for a happy and safe holiday season.

CLOSED SESSION

A. Pursuant to GC §54957(b)(1): Consider ACERA Chief Executive Officer’s Annual Performance.

REPORT ON ACTION TAKEN IN CLOSED SESSION

The Board reconvened into Open Session and the following motion was made:

19-94

It was moved by Ophelia Basgal and seconded by Darryl Walker to grant the Chief Executive Officer a 2.9% salary increase, resulting in a total salary of \$282,000.00. The motion carried 8 yes (*Basgal, Carson, Gamble, Koppenhaver, Levy, Reilly, Rogers, Walker*), 0 no, and 0 abstentions.

Mr. Nelsen will provide his 2020 performance goals to the Board for its review and consideration.

ADJOURNMENT

The meeting adjourned at approximately 2:59 p.m.

Respectfully Submitted,



David Nelsen
Chief Executive Officer

1/16/20

Date Adopted

**APPENDIX A
APPLICATION FOR SERVICE RETIREMENT**

BARAAB, Restituto
Effective: 10/11/2019
Alameda Health System

GOLDSBY, Alma
Effective: 8/31/2019
Social Services Agency

BOSTIC, Tina
Effective: 10/5/2019
Social Services Agency

GUZMAN, Avel
Effective: 3/23/2019
Alameda Health System

BOXTON, David
Effective: 10/6/2019
Superior Court

HALLEY, Germanell
Effective: 11/6/2019
Social Services Agency

BRIDGES, Karen
Effective: 9/20/2019
Social Services Agency

HERMANN, Gayle
Effective: 9/28/2019
Social Services Agency

BROOKS, Darleen
Effective: 10/5/2019
Social Services Agency

HUMPHREY, Adrienne
Effective: 10/19/2019
County Administrator

BROWN, Merry
Effective: 10/12/2019
Social Services Agency

JORGENSEN, Nicole
Effective: 10/5/2019
Social Services Agency

DETTERTMAN, Mark
Effective: 9/28/2019
Health Care Services Agency

JUAREZ, Richard
Effective: 9/28/2019
General Services Agency

ESAU, James
Effective: 10/5/2019
Sheriff's Office

LEE, Willette
Effective: 10/18/2019
Registrar of Voters

FLORES, Gabriela
Effective: 9/20/2019
Alameda Health System

LEVY, Patricia
Effective: 10/5/2019
Information Technology

FRESKOS, Jonna
Effective: 9/19/2019
Alameda Health System

MOORE, Valerie
Effective: 10/1/2019
Social Services Agency

FREY, Melinda
Effective: 8/27/2019
County Counsel

NVEVO, Edgardo
Effective: 10/19/2019
Information Technology

GOLDNER, Karyn
Effective: 10/15/2019
Health Care Services Agency

PANESI-GUERRA, Maria
Effective: 9/21/2019
Social Services Agency

**APPENDIX A
APPLICATION FOR SERVICE RETIREMENT**

PHILLIPS, Morris
Effective: 9/21/2019
Social Services Agency

TAN, Zenaida
Effective: 10/19/2019
Social Services Agency

REECE, Gary
Effective: 10/7/2019
Non-Member

THOMAS, Jodi
Effective: 9/4/2019
Non-Member

SAENGER, Charles
Effective: 9/29/2019
Alameda Health System

TOBIAS, Daniel
Effective: 9/9/2019
Zone 7

SINGH, Janita
Effective: 9/28/2019
Alameda Health System

WANG, Julie
Effective: 9/5/2019
Alameda Health System

STREET, Valerie
Effective: 10/5/2019
Health Care Services Agency

WAYNE, Beverly
Effective: 9/25/2019
Health Care Services Agency

SYKES, Valerie
Effective: 10/4/2019
Probation

WON, Kendell
Effective: 10/19/2019
District Attorney

WORDEN, David
Effective: 10/5/2019
Health Care Services Agency

**APPENDIX B
APPLICATION FOR DEFERRED RETIREMENT**

CHAPMAN, Lattice D.
Alameda Health System
Effective Date: 6/27/2019

PHILLIPS, Rhonda
Alameda Health System
Effective Date: 8/10/2019

HULL, Christopher M.
Sheriff's Office
Effective Date: 9/6/2019

SANDER, Paul L. III
Social Services Agency
Effective Date: 9/27/2019

PHAM, Peter A.
Sheriff's Office
Effective Date: 9/20/2019

TOM, Henry C.
Sheriff's Office
Effective Date: 9/19/2019

TORRES, Leticia N.
Alameda Health System
Effective Date: 9/7/2019

**APPENDIX B-1
APPLICATION FOR NON-VESTED DEFERRED**

BADAL, Daniel J.
Social Services Agency
Effective Date: 8/2/2019

NGUYEN, Michael L.
District Attorney
Effective: 10/4/2019

BARNES, Tia
Superior Court
Effective: 8/23/2019

PEREZ, Jillane P.
Alameda Health System
Effective: 9/18/2019

COFER, Craig A.
Sheriff's Office
Effective: 7/19/2019
Years of Service: 2.86

PHAN, Diemvy
Alameda Health System
Effective: 9/11/2019

DUNKLEY, Sherry R.
Alameda Health System
Effective: 8/1/2019

QUACH, Tony
Social Services Agency
Effective: 9/27/2019

EGWUATU, Nkechi V.
Alameda Health System
Effective: 9/20/2019

SHAFFER, Luke B.
Sheriff's Office
Effective: 10/2/2019

GILDER, Reinaldi M.
Social Services Agency
Effective: 9/25/2019

SHUTE, Geraldine M.
Alameda Health System
Effective: 9/15/2019

LARRY, Jamon A.
Alameda Health System
Effective: 10/16/2019

STONE, Melinda N.
Sheriff's Office
Effective: 9/13/2019

LEWIS, Nicholas
Superior Court
Effective: 9/6/2019

TAYLOR, Betty J.
Alameda Health System
Effective Date: 10/8/2019

MULLINS, Nicholas S.
Alameda Health System
Effective: 10/4/2019

WILLIAMS, Michelle Y.
Alameda Health System
Effective: 10/4/2019

WONG, Kenneth C.
General Services Agency
Effective: 10/4/2019

**APPENDIX D
LIST OF DECEASED MEMBERS**

CARNES, Roger
Sheriff's Office
11/11/2019

MOODIE, Robert
Probation
10/21/2019

CARR, James
Alameda Health System
11/1/2019

MOORE, Lolita
Superior Court
10/8/2019

COOPER, Lorraine
Non-Mbr Survivor of Robert Cooper
11/7/2019

MORGAN, Stephen
General Services Agency
10/12/2019

DAVIS, Patricia
Alameda Health System
10/22/2019

NOLAND, Howard
Public Works Agency
11/12/2019

FAIR, Patricia
Probation
11/18/2019

PEDERSEN, Shirley
Health Care Services Agency
10/17/2019

FARIS, Ann
Public Works Agency
10/28/2019

PERSONIUS, Robert
Non-Mbr Survivor of Mary Personius
11/17/2019

FULLER, Billie
Non-Mbr Survivor of Roy Fuller
11/8/2019

PURCELL-WIRTS, Louise
Public Works Agency
10/27/2019

HILLARD, Barney
Sheriff's Office
11/4/2019

ROWE, Betty
Health Care Services Agency
11/9/2019

HOARD, Georgia
Probation
10/14/2019

SIMONSON, M.
Health Care Services Agency
6/21/2019

HUTCHINS, Elizabeth
Probation
10/30/2019

SMITH, Edna
Alameda Health System
9/3/2019

LUEY, Rose
Health Care Services Agency
11/6/2019

SOM, Jason
Public Health Services
10/30/2019

**APPENDIX D
LIST OF DECEASED MEMBERS**

VOGEL, William
Public Health Care Services
10/16/2019

WEBBE, Rudolph
Probation
7/22/2019

WINTHERS, Pamela
Social Services Agency
9/5/2019

APPENDIX F
APPLICATION FOR DISABILITY RETIREMENT

Name: Adams, Eric
Type of Claim: Annual Review for SCD (Granted on 1/18/18)

Staff's Recommendation:

Adopt the findings and conclusions and approve and adopt the recommendation contained in the Medical Advisor's report to continue the allowance for Mr. Adam's service-connected disability and to waive future annual medical examinations and questionnaires at this time.

Name: Alvarez, Elena
Type of Claim: Service-Connected

Staff's Recommendation:

Adopt the findings and conclusions and approve and adopt the recommendation contained in the Medical Advisor's report, including but not limited to, granting Ms. Alvarez's application for a service-connected disability. Since Ms. Alvarez is over 55 years old, future annual medical examinations and questionnaires will not be required.

Based on the Medical Advisor's and Staff's review and determination of Ms. Alvarez's ability to determine the permanency of her incapacity, to deny Ms. Alvarez's request for an earlier effective date.

Name: Bostic, Tina
Type of Claim: Non-Service Connected

Staff's Recommendation:

Adopt the findings and conclusions and approve and adopt the recommendation contained in the Medical Advisor's report, including but not limited to, granting Ms. Bostic's application for a non-service connected disability. Since Ms. Bostic is over 55 years old, future annual medical examinations and questionnaires will not be required.

APPENDIX F
APPLICATION FOR DISABILITY RETIREMENT

Name: **Buggy, Kevin**
Type of Claim: Annual Review for SCD (Granted on 7/19/18)

Staff’s Recommendation:

Adopt the findings and conclusions and approve and adopt the recommendation contained in the Medical Advisor’s report to continue the allowance for Mr. Buggy’s service-connected disability and to waive future annual medical examinations and questionnaires at this time.

Name: **Chambers, Carmen**
Type of Claim: Non-Service Connected

Staff’s Recommendation:

Adopt the findings and conclusions and approve and adopt the recommendation contained in the Medical Advisor’s report, including but not limited to, granting Ms. Chambers’ application for a non-service connected disability. Since Ms. Chambers is over 55 years old, future annual medical examinations and questionnaires will not be required.

Name: **Collins, Kimberly**
Type of Claim: Service-Connected

Staff’s Recommendation:

Adopt the findings and conclusions and approve and adopt the recommendation contained in the Medical Advisor’s report, including but not limited to, granting Ms. Collins’s application for a service-connected disability, and waiving future annual medical examinations and questionnaires at this time.

Based on the Medical Advisor’s and Staff’s review and determination of Ms. Collins’s ability to determine the permanency of her incapacity, to deny Ms. Collins’s request for an earlier effective date.

APPENDIX F
APPLICATION FOR DISABILITY RETIREMENT

Name: Feeny, Christopher
Type of Claim: Annual Review for SCD (Granted on 4/20/17)

Staff's Recommendation:

Adopt the findings and conclusions and approve and adopt the recommendation contained in the Medical Advisor's report to continue the allowance for Mr. Feeny's service-connected disability and to waive future annual medical examinations and questionnaires at this time.

Name: Gonzalez, Esdras
Type of Claim: Annual Review for SCD (Granted on 6/21/18)

Staff's Recommendation:

Adopt the findings and conclusions and approve and adopt the recommendation contained in the Medical Advisor's report to continue the allowance for Mr. Gonzalez's service-connected disability and to waive future annual medical examinations and questionnaires at this time.

Name: Hudson, Leslie
Type of Claim: Service-Connected

Staff's Recommendation:

Adopt the findings and conclusions and approve and adopt the recommendation contained in the Medical Advisor's report, including but not limited to, granting Mr. Hudson's application for a service-connected disability, and waiving future annual medical examinations and questionnaires at this time.

Name: Kozicki, David
Type of Claim: Service-Connected

Staff's Recommendation:

Adopt the findings and conclusions and approve and adopt the recommendation contained in the Medical Advisor's report, including but not limited to, granting Mr. Kozicki's application for a service-connected disability. Since Mr. Kozicki is over 55 years old, future annual medical examinations and questionnaires will not be required.

APPENDIX F
APPLICATION FOR DISABILITY RETIREMENT

Name: Kvikstad, Lynn
Type of Claim: Annual Review for SCD (Granted on 6/21/18)

Staff's Recommendation:

Adopt the findings and conclusions and approve and adopt the recommendation contained in the Medical Advisor's report to continue the allowance for Ms. Kvikstad's service-connected disability and to waive future annual medical examinations and questionnaires at this time.

Name: May, Sue
Type of Claim: Service-Connected

Staff's Recommendation:

Adopt the findings and conclusions and approve and adopt the recommendation contained in the Medical Advisor's report, including but not limited to, granting Ms. May's application for a service-connected disability. Since Ms. May is over 55 years old, future annual medical examinations and questionnaires will not be required.

Based on the Medical Advisor's and Staff's review and determination of Ms. May's ability to determine the permanency of her incapacity, to deny Ms. May's request for an earlier effective date.

Name: McKinney, Kimberly
Type of Claim: Service-Connected

Staff's Recommendation:

Adopt the findings and conclusions and approve and adopt the recommendation contained in the Medical Advisor's report, including but not limited to, granting Ms. McKinney's application for a service-connected disability, and waiving future annual medical examinations and questionnaires at this time.

Based on the Medical Advisor's and Staff's review and determination of Ms. McKinney's ability to determine the permanency of her incapacity, to deny Ms. McKinney's request for an earlier effective date.

APPENDIX F
APPLICATION FOR DISABILITY RETIREMENT

Name: Nelson, Tina
Type of Claim: Non-Service Connected

Staff's Recommendation:

Adopt the findings and conclusions and approve and adopt the recommendation contained in the Medical Advisor's report, including but not limited to, granting Ms. Nelson's application for a non-service connected disability. Since Ms. Nelson is over 55 years old, future annual medical examinations and questionnaires will not be required.

Name: Smith, Louis
Type of Claim: Service-Connected

Staff's Recommendation:

Adopt the findings and conclusions and approve and adopt the recommendation contained in the Medical Advisor's report, including but not limited to, granting Mr. Smith's application for a service-connected disability. Since Mr. Smith is over 55 years old, future annual medical examinations and questionnaires will not be required.

Based on the Medical Advisor's and Staff's review and determination of Mr. Smith's ability to determine the permanency of his incapacity, to grant Mr. Smith's request for an earlier effective date.


**Quarterly Report on Member
Underpayments and Overpayments For
approval under January 16, 2020
Board “Consent Calendar”**



MEMORANDUM TO THE BOARD OF RETIREMENT

DATE: January 16, 2020

TO: Members of the Board of Retirement

FROM: Jessica Huffman, Retirement Benefits Manager 

SUBJECT: **Quarterly Report on Member Underpayments and Overpayments**

Attached are the quarterly reports regarding member contributions and overpayments of retirement allowance due to death for the most current six-month period. The report regarding Staff errors contains the cases initially presented that have not yet been resolved, along with recently discovered errors. The information below provides more specifics in each of these categories.

Overpayments of Retirement Allowance Due to Death

This report provides any payments (including HRA (Health Reimbursement Arrangements) payments) made after the death of a retiree. In instances where a death is not reported timely, an overpayment occurs. For the six-month reporting period March 24, 2019 through September 7, 2019, 124 deaths occurred. There are 5 overpayments due to unreported deaths to report at this time. Staff is actively attempting to collect on these overpayments.

Staff Errors

There are no overpayments due to staff errors to report.

Overpayments and Underpayments of Member Contributions

This report, which is for the period March 24, 2019 through September 7, 2019, shows discrepancies in member contribution amounts resulting in an underpayment or overpayment above the \$50 threshold, average time to resolve, and an explanation of the error type. For this reporting period, staff identified 3 members who underpaid their mandatory employee contributions and 3 members who overpaid their mandatory employee contributions. Staff reviewed and resolved each of the six cases of incorrect payment. There were a total of 2,636 exceptions from all Participating Employers. The most common exception type was underpayments due to the Employers withholding retirement contributions based on the incorrect salary.

Attachments

**Overpayments of Retirement Allowance Due to Unreported Death
March 24, 2019 to September 7, 2019**

Benefit Type	Date of Death	Date ACERA was notified of Death	Last Check Issued	Net Receivable Owed	Staff's Comment
Service Retirement –	3/26/2019	4/08/2019	3/29/2019	\$555.78	Staff initiated ACH reversal request with Well Fargo but was unsuccessful at collecting. Two unsuccessful attempts have been made to collect the overpayment from the family. Staff will continue to attempt collection of overpayment.
Service Retirement –	06/27/2019	7/22/2019	6/28/2019	\$ 1,442.13	Staff initiated ACH reversal request with Well Fargo but was unsuccessful at collecting. Two unsuccessful attempts have been made to collect the overpayment from the family. Staff will continue to attempt collection of overpayment.
Service Retirement –	02/24/2019	03/01/2019	02/28/2019	\$ 2,888.74	Staff initiated ACH reversal request with Well Fargo but was unsuccessful at collecting. Three unsuccessful attempts have been made to collect the overpayment from the family. Staff will continue to attempt collection of overpayment.
Service Retirement -	4/18/2019	06/12/2019	5/31/2019	\$3,069.14	Staff initiated ACH reversal request with Well Fargo but was unsuccessful at collecting. Three unsuccessful attempts have been made to collect the overpayment from the family. Staff will continue to attempt collection of overpayment.
Service Retirement –	11/01/2016	3/29/2019	2/28/2019	\$ 11,930.07	Staff initiated ACH reversal request with Well Fargo but was unsuccessful at collecting. Three unsuccessful attempts have been made to collect the overpayment from the family. Staff will continue to attempt collection of overpayment.
Total Receivable				\$19,885.86	

**Active Members - Overpayments and Underpayments of Member Contributions
March 24, 2019 to September 7, 2019**

Alameda County					
	Amount	Date Discovered/Received	Date Completed	# of days to complete	Cause
Overpayments: 1	\$1,539.42	6/14/2019	6/19/2019	4	Age Adjustment Due to the Establishment of Reciprocity
Underpayments	No Underpayments to Report				
Summary	Most Common Exception Type: Age Adjustment Due to the Establishment of Reciprocity Total Exceptions: 1111 % Above Exceptions of Total Exceptions: 0.09%				

Alameda County Housing Authority					
	Amount	Date Discovered/Received	Date Completed	# of days to complete	Cause
Overpayments	No Overpayments to Report				
Underpayments	No Underpayments to Report				
Summary	Most Common Exception Type: N/A Total Exceptions: 54 % Above Exceptions of Total Exceptions: 0.0%				

Alameda Health Systems					
	Amount	Date Discovered/ Received	Date Completed	# of days to complete	Cause
Overpayments: 1	\$129.91	6/18/19	6/19/19	1	Employer Withheld Contribution Based on Incorrect Salary
Underpayments: 1	\$337.26	9/18/19	9/19/19	2	Employer Withheld Contribution Based on Incorrect Salary
Underpayments: 2	\$369.38	9/18/19	9/19/19	2	Employer Withheld Contribution Based on Incorrect Salary
Summary	Most Common Exception Type: Employer Withheld Contribution Based On Incorrect Salary Total Exceptions: 972 % Above Exceptions of Total Exceptions: 0.31%				

First 5 Alameda County					
	Amount	Date Discovered/ Received	Date Completed	# of days to complete	Cause
Overpayments	No Overpayments to Report				
Underpayments	No Underpayments to Report				
Summary	Most Common Exception Type: N/A Total Exceptions: 9 % Above Exceptions of Total Exceptions: 0.00%				

Livermore Area Recreation and Park District					
	Amount	Date Discovered/ Received	Date Completed	# of days to complete	Cause
Overpayments	No Overpayments to Report				
Underpayments	No Underpayments to Report				
Summary	Most Common Exception Type: N/A Total Exceptions: 12 % Above Exceptions of Total Exceptions: 0.00%				

Alameda County Superior Courts					
	Amount	Date Discovered/ Received	Date Completed	# of days to complete	Cause
Overpayments: 1	\$158.08	07/17/19	07/17/19	1	Employer Withheld Contribution Based on Incorrect Salary
Underpayments: 1	\$314.49	09/23/2019	09/23/2019	1	Employer Withheld Contribution Based on Incorrect Salary
Summary	Most Common Exception Type: Employer Withheld Contribution Based on Incorrect Salary Total Exceptions: 478 % Above Exceptions of Total Exceptions: 0.42%				

Inserted as Page 34 to 38 of 43 – as REVISED AGENDA and Public Board Packet, 01.10.20

(Note: After Originals Agenda and Public Board Packets, 01.09.20)


Operating Expenses as of November 30, 2019
For approval under January 16, 2020
Board “Consent Calendar”



MEMORANDUM TO THE BOARD OF RETIREMENT

DATE: January 16, 2020

TO: Members of the Board of Retirement

FROM: Margo Allen, Fiscal Services Officer 

SUBJECT: Operating Expense Budget Summary for the period ended November 30, 2019

ACERA's operating expenses are \$1,832K under budget for the period ended November 30, 2019. Budget overages and surpluses worth noting are as follows:

Budget Surpluses

1. *Staffing*: Staffing is \$1,053K under budget. This amount comprises surplus in staff vacancies of (\$748K) and fringe benefits of (\$667K), which are offset by overage in temporary staffing of \$362K due to vacant positions filled by temporary staff.
2. *Staff Development*: Staff Development is \$198K under budget due to savings from unattended staff trainings.
3. *Professional Fees*: Professional Fees are \$26K under budget. This amount comprises surplus in actuarial fees¹ of \$42K, operations consultant fees of (\$27K) due to timing difference, and external audit fees of (\$3K), which are offset by overage in legal fees² of \$46K.
4. *Office Expense*: Office Expense is \$23K under budget. This amount comprises surpluses in building expense³ of (\$3K), bank charges and miscellaneous administrative expenses of (\$15K), office maintenance and supplies of (\$23K), communication expense of (\$14K), and printing and postage of (\$5K). Which are offset by overage in minor equipment and furniture of \$1K and equipment lease and maintenance of \$36K due to change in vendor for photocopiers and printers and timing difference.
5. *Insurance*: Insurance is \$158K under budget. This is primarily due to significant decrease in the 2019/2020 expenses for Alameda County Risk Management Program as compared to 2018/2019.

¹ The surplus in actuarial fees of \$42K is primarily due to savings in supplemental consulting of last year accrual and this year.

² The overage in legal fees of \$46K is primarily due to an unanticipated payment of \$34K to Shaw Law for professional services and overage in litigation expenses due to Alameda Health System vs ACERA and Rivera vs ACERA legal cases.

³ The surplus in building expense of \$3K is due to credit from CBRE for 2018 escalation reconciliation.

6. *Member Services:* Member Services are \$140K under budget. This amount comprises surpluses in disability legal arbitration and transcripts of (\$27K) due to reduction in number of disability cases, disability medical expense of (\$78K) also due to reduction in number of disability cases, Health Reimbursement Account of (\$5K), and members printing and postage⁴ of (\$32K), which are offset by overage in member training and education of \$2K.
7. *Systems:* Systems are \$58K under budget. This amount comprises surpluses in business continuity expense of (\$22K) mainly due to timing difference, software maintenance and support of (\$27K) due to timing difference and savings from the audit management software, computer maintenance of (\$5K), and minor computer hardware of (\$10K), which are offset by overage in county data processing of \$6K.
8. *Depreciation:* Depreciation is \$8K under budget, which is mainly related to the office equipment.
9. *Board of Retirement:* Board of Retirement is \$168K under budget. This amount comprises surpluses in board election expense⁵ of (\$39K), board miscellaneous expense of (\$13K) due to reduction in board meetings, board compensation of (\$7K) also due to reduction in board meetings, board software maintenance and support of (\$8K) due to timing difference, and board strategic planning of (\$8K) also due to timing difference, board conferences and training of (\$103K) due to savings from unattended board conferences and trainings. Which are offset by overage in board employer reimbursement of \$10K.

Staffing Detail

As of November 30, 2019, ACERA had the following permanent vacant positions:

Department	Position	QTY	Comments
Fiscal Services	Retirement Accountant II	1	Currently budgeted until 12/2019
Benefits	Senior Retirement Technician ⁶	2	Filled by temporary staff - currently budgeted until 12/2019
Benefits	Retirement Technician ⁶	1	Filled by temporary staff - currently budgeted until 12/2019
Investments	Senior Investment Officer	1	Resigned in May - currently budgeted until 12/2019
Investments	Investment Officer	1	Retired in March - currently budgeted until 12/2019
PRISM	Computer and Network System Analyst	1	Resigned in July - currently budgeted until 12/2019
Legal	Associate Counsel	2	Laid off in June - currently budgeted until 12/2019
Total Positions		9	

⁴ The surplus in members printing and postage of \$32K is due to savings from 2018 newsletters accrual and also due to timing difference of this year newsletters.

⁵ The surplus in board election expense of (\$39K) is due to savings from 2018 accrual and this year savings.

⁶ The 3 Retirement Support Specialist vacancies are reallocated to 2 Senior Retirement Technician and 1 Retirement Technician positions.



**ALAMEDA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION
TOTAL OPERATING EXPENSE SUMMARY**

YEAR TO DATE - ACTUAL VS. BUDGET					
<u>November 30, 2019</u>					
	<u>Actual</u>	<u>Budget</u>	<u>YTD</u>	<u>2019</u>	<u>% Actual to</u>
	<u>Year-To-Date</u>	<u>Year-To-Date</u>	<u>Variance</u>	<u>Annual</u>	<u>Annual Budget</u>
			<u>(Under)/Over</u>	<u>Budget</u>	
Staffing	\$ 12,760,414	\$ 13,813,400	\$ (1,052,986)	\$ 15,122,000	84.4%
Staff Development	287,323	485,030	(197,707)	510,000	56.3%
Professional Fees (Next Page)	1,099,034	1,124,870	(25,836)	1,187,000	92.6%
Office Expense	484,885	507,610	(22,725)	554,000	87.5%
Insurance	1,034,454	1,192,960	(158,506)	1,305,000	79.3%
Member Services	349,693	489,770	(140,077)	527,000	66.4%
Systems	991,278	1,049,750	(58,472)	1,152,000	86.0%
Depreciation	107,614	115,500	(7,886)	126,000	85.4%
Board of Retirement	461,619	629,830	(168,211)	711,000	64.9%
Uncollectable Benefit Payments	-	-	-	39,000	0.0%
Total Operating Expense	\$ 17,576,314	\$ 19,408,720	\$ (1,832,406)	\$ 21,233,000	82.8%



ALAMEDA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION
PROFESSIONAL FEES
YEAR TO DATE - ACTUAL VS. BUDGET
November 30, 2019

	<u>Actual</u> <u>Year-To-Date</u>	<u>Budget</u> <u>Year-To-Date</u>	<u>YTD Variance</u> <u>(Under)/Over</u>	<u>2019</u> <u>Annual</u> <u>Budget</u>	<u>% Actual to</u> <u>Annual Budget</u>
Professional Fees					
Consultant Fees - Operations and Projects ¹	\$ 334,833	\$ 361,610	\$ (26,777)	\$ 388,000	86.3%
Actuarial Fees ²	357,659	400,000	(42,341)	415,000	86.2%
External Audit ³	146,341	149,000	(2,659)	149,000	98.2%
Legal Fees ⁴	260,201	214,260	45,941	235,000	110.7%
Total Professional Fees	\$ 1,099,034	\$ 1,124,870	\$ (25,836)	\$ 1,187,000	92.6%

	<u>Actual</u> <u>Year-To-Date</u>	<u>Budget</u> <u>Year-To-Date</u>	<u>YTD Variance</u> <u>(Under)/Over</u>	<u>2019 Annual</u> <u>Budget</u>	<u>% Actual to</u> <u>Annual Budget</u>
¹ CONSULTANT FEES - OPERATIONS AND PROJECTS:					
Administration					
Process Excellence	36,000	50,000	(14,000)	50,000	72.0%
Benchmarking	-	20,000	(20,000)	20,000	0.0%
Total Administration	36,000	70,000	(34,000)	70,000	51.4%
Benefits					
Alameda County HRS (Benefit Services)	115,500	115,500	-	126,000	91.7%
Segal (Benefit Consultant/Retiree Open Enrollment)	112,750	105,600	7,150	115,000	98.0%
Total Benefits	228,250	221,100	7,150	241,000	94.7%
Human Resources					
Lakeside Group (County Personnel)	70,583	70,510	73	77,000	91.7%
Total Human Resources	70,583	70,510	73	77,000	91.7%
Total Consultant Fees - Operations	\$ 334,833	\$ 361,610	\$ (26,777)	\$ 388,000	86.3%
² ACTUARIAL FEES					
Actuarial valuation	75,000	75,000	-	75,000	100.0%
GASB 67 & 68 Valuation	46,000	46,000	-	46,000	100.0%
GASB 74 & 75 Actuarial	13,500	14,000	(500)	14,000	96.4%
Actuarial Standard of Practice 51 Pension Risk	55,000	60,000	(5,000)	60,000	91.7%
Supplemental Consulting	128,159	165,000	(36,841)	180,000	71.2%
Supplemental Retiree Benefit Reserve valuation	40,000	40,000	-	40,000	100.0%
Total Actuarial Fees	\$ 357,659	\$ 400,000	\$ (42,341)	\$ 415,000	86.2%
³ EXTERNAL AUDIT					
External audit	125,580	126,000	(420)	126,000	99.7%
GASB 67 & 68	12,013	12,000	13	12,000	100.1%
GASB 74 & 75-External Audit	8,748	11,000	(2,252)	11,000	79.5%
Total External Audit Fees	\$ 146,341	\$ 149,000	\$ (2,659)	\$ 149,000	98.2%
⁴ LEGAL FEES					
Fiduciary Counseling					
Nossaman	48,430	53,517	(5,087)	58,869	
Meyers Nave	22,449	24,807	(2,358)	27,287	
Reed Smith	19,616	21,676	(2,061)	23,844	
Subtotal	90,494	100,000	(9,506)	110,000	82.3%
Tax and Benefit Issues					
Hanson Bridgett	26,104	35,500	(9,396)	39,000	
Subtotal	26,104	35,500	(9,396)	39,000	66.9%
Litigation					
Nossaman	106,562	59,801	46,761	65,237	
Reed Smith	646	363	283	395	
Mediation Offices Of Sanford Kingsley	600	337	263	367	
Subtotal	107,808	60,500	47,308	66,000	163.3%
Investigation Services					
Shaw Law Group	1,660	847	813	927	
Subtotal	34,136	17,413	16,722	19,073	179.0%
Total Legal Fees	\$ 260,201	\$ 214,260	\$ 45,941	\$ 235,000	110.7%

January 8, 2020
Investment Committee Minutes Will Be
Distributed at the January 16, 2020
Board Meeting For approval under
January 16, 2020
Board “Consent Calendar”

NEW BUSINESS

8.A. Chief Executive Officer's Report.



*Office of the Chief Executive Officer
Office of Administration*

DATE: January 16, 2020
TO: Members of the Board of Retirement
FROM: Dave Nelsen, Chief Executive Officer *DN*
SUBJECT: **Chief Executive Officer's Report**

Senior Manager Recruitment

Panel interviews for the Chief Counsel Position were conducted with four candidates. Finalists are being considered and the hiring process has begun. The goal is to hire a candidate by January.

Committee/Board Action Items

ASSIGNED FOLLOW-UP ITEMS

Follow-Up Board Item	Assigned Senior Leader	Estimated Completion Date	Completion Date	Notes
Develop a policy regarding pre-payment of contributions by employers	Dave Nelsen	May 2019	Completed in December	A law passed in 2017 expanding the circumstances regarding employers pre-paying retirement contributions. ACERA should consider developing a policy regarding this option.

Conference/Event Schedule

None pending.

Other Items

Pension Administration System Update

With the approval in December to move forward with LRS as the vendor for our PAS implementation, the project will kick-off in early February after completion of the contract. Early tasks include project kick-off meetings, finalizing the project schedule, and confirming the requirements. To get through system design, testing and full implementation for these projects typically last approximately three-years, with multiple deliverables throughout.

Passage of the Secure Act by the Federal Government

Congress has passed, and the President signed, the Secure Act which is comprehensive retirement legislation. This is the most significant federal retirement legislation has passed since 2006. However, the impact on public defined benefit pension systems is not likely to be significant. The primary impact is raising the age of required minimum distributions from 70 ½ to 72. SACRS is working with tax counsel to provide guidance to SACRS members and the Legislative Committee will be working on the necessary changes to state law to correspond with the federal changes. More information to come.

Key Performance Indicators

Below are the high level performance indicators for ACERA, with the latest scores included:

Scorecard KPI	2019 Performance Goal
PRUDENT INVESTMENT PRACTICES	
Portfolio Performance vs. Policy Benchmark	<i>Annualized 10-year return will meet or exceed policy benchmark at the total fund level Through October: -.01% (9.34% benchmark v. 9.33% actual)</i>
EFFECTIVE PLAN ADMINISTRATION	
Actual Spent vs. Approved Budget	<i>On budget or 10% below 2019 approved budget As of end of year: 9% under budget</i>
COMPREHENSIVE ORGANIZATION DEVELOPMENT	
Employee Engagement Survey Results	<i>80% of responses in top two rating boxes on the question: "Is ACERA a great place to work?" As of last survey (Fall of 2019): 58%. This is an 8% increase over the spring, and a 15% increase from our first survey in Fall of 2018.</i>
SUPERIOR CUSTOMER SERVICE	
Service Excellence Survey	<i>80% of responses in top two rating boxes on the question: "Did ACERA meet or exceed my expectations for my customer service experience?" For the full year of 2019: 93%</i>

CLOSED SESSION

13.A. Pursuant to GC §54957(b)(1): Consider ACERA Chief Executive Officer's Annual Performance.