



Alameda County Employees' Retirement Association  
BOARD OF RETIREMENT

**RETIREES 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 7, 2024  
9:30 a.m.

LOCATION AND TELECONFERENCE	COMMITTEE MEMBERS	
<p>ACERA C.G. "BUD" QUIST BOARD ROOM 475 14<sup>TH</sup> STREET, 10<sup>TH</sup> FLOOR OAKLAND, CALIFORNIA 94612-1900 MAIN LINE: 510.628.3000 FAX: 510.268.9574</p> <p>The public can observe the meeting and offer public comment by using the below Webinar ID and Passcode after clicking on the below link or calling the below call-in number.</p> <p>Link: <a href="https://zoom.us/join">https://zoom.us/join</a> Call-In: 1 (669) 900-6833 US Webinar ID: 879 6337 8479 Passcode: 699406 For help joining a Zoom meeting, see: <a href="https://support.zoom.us/hc/en-us/articles/201362193">https://support.zoom.us/hc/en-us/articles/201362193</a></p>	ELIZABETH ROGERS, CHAIR	ELECTED RETIRED
	KELLIE SIMON, VICE CHAIR	ELECTED GENERAL
	KEITH CARSON	APPOINTED
	ROSS CLIPPINGER	ELECTED SAFETY
	HENRY LEVY	TREASURER

The 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 Safety Member and an Elected General member, are absent.

The Alternate Safety Member votes in the absence of the Elected Safety Member, either of the two Elected General Members, or both the Retired and Alternate Retired members.

This is a meeting of the Retirees Committee if a quorum of the Retirees Committee attends, and it is a meeting of the Board if a quorum of the Board attends. This is a joint meeting of the Retirees Committee and the Board if a quorum of each attends.

*Note regarding accommodations:* If you require a reasonable modification or accommodation for a disability, please contact ACERA between 9:00 a.m. and 5:00 p.m. at least 72 hours before the meeting at [accommodation@acera.org](mailto:accommodation@acera.org) or at 510-628-3000.

Public comments are limited to four (4) minutes per person in total. The order of items on the agenda is subject to change without notice. Board and Committee agendas and minutes and all documents distributed to the Board or a Committee in connection with a public meeting (unless exempt from disclosure) are posted online at [www.acera.org](http://www.acera.org) and also may be inspected at 475 14<sup>th</sup> Street, 10<sup>th</sup> Floor, Oakland, CA 94612-1900.

# **RETIREES COMMITTEE/BOARD MEETING**

NOTICE and AGENDA, Page 2 of 3 – Wednesday, February 7, 2024

Call to Order: 9:30 a.m.

Roll Call

Public Input (Time Limit: 4 minutes per speaker)

## **Action Items: Matters for discussion and possible motion by the Committee**

### **1. Annual Supplemental Cost of Living Adjustment (COLA)**

Discussion and possible motion to recommend that the Board of Retirement adopt the annual Supplemental COLA benefit for 2024 paid to eligible retirees.

- Jessica Huffman

#### **Recommendation**

Staff recommends that the Retirees Committee recommend to the Board of Retirement that it adopt the Supplemental Cost of Living Adjustment increase for Tier I members who retired on or before April 1, 1982, and Tier 2 members who retired on or before April 1, 2007, effective with the April 1, 2024 monthly retirement allowance. This annual supplemental benefit is non-vested and is funded by the Supplemental Retiree Benefit Reserve.

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

### **1. Annual Cost of Living Adjustment (COLA)**

Report of ACERA's COLA for 2024.

- Jessica Huffman

### **2. 2024 Annual Retirees Committee Work Plan Review**

Review of the proposed Retirees Committee Work Plan for 2024.

- Carlos Barrios

### **3. Annual Health Care Planning Meeting with Retiree Representatives/Date Announcement**

Staff will present plans for ACERA's annual health care planning meeting with retiree representatives, Benefits Consultants, and the County of Alameda.

- Carlos Barrios

# **RETIREES COMMITTEE/BOARD MEETING**

NOTICE and AGENDA, Page 3 of 3 – Wednesday, February 7, 2024

## **4. Report on 1099-R Processing**

Report on the status of issuance process for 2023 Form 1099-R, which ACERA uses to report income paid to retirees, beneficiaries and members receiving refunds or contribution adjustments.

- Jessica Huffman

## **5. Implementation of the Death Benefit Equity Policy Update**

Staff will provide a report on the implementation of the Death Benefit Equity Policy.

- Carlos Barrios

## **6. Report on Open Enrollment Activity**

Staff will provide a report on the Open Enrollment activity for Plan Year 2024.

- Jessica Huffman

## **7. Semi-Annual Report on ACERA's Wellness Program**

Staff will provide the semi-annual report on ACERA's Wellness Program.

- Jessica Huffman  
- Mike Fara

## **Trustee Remarks**

## **Future Discussion Items**

- Revisions to SRBR Policy

## **Establishment of Next Meeting Date**

April 3, 2024, at 9:30 a.m.

## **Adjournment**



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MEMORANDUM TO THE RETIREES COMMITTEE

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DATE: February 7, 2024

TO: Members of the Retirees Committee

FROM: Jessica Huffman, Retirement Benefits Manager 

SUBJECT: **Annual Supplemental Cost of Living Adjustment**

In 1998, by the Board of Retirement action, the Supplemental Cost of Living Adjustment (COLA) benefit was restructured to provide a benefit that maintained retiree purchasing power at no less than 85% of the member's original benefit. Therefore, those retirees who have an accumulated loss of purchasing power of 15% due to inflation are eligible to receive this benefit. There is an average of 622 retirees/payees (158 Tier 1 and 464 Tier 2) receiving the Supplemental COLA. The cost of this benefit for 2023 was \$1,124,944.65.

Annually, the actuary reviews the accumulated carry-over in conjunction with the annual cost of living calculation. Based on the accumulated loss of purchasing power as of December 31, 2023, those Tier 1 members who retired on or before April 1, 1982, and those Tier 2 members who retired on or before April 1, 2007, will receive the Supplemental COLA increase effective with their April 1, 2024 monthly allowance. The Supplemental COLA range for Tier 1 members did not change from last year. An estimated decrease of 14 Tier 1 retirees/payees will receive this benefit. Tier 2 members who will be eligible to receive the Supplemental COLA have been expanded by six years, resulting in an estimated additional 1,176 retirees/payees who will receive this benefit.

This benefit is provided in accordance with Government Code Section 31618 and is paid out of the Supplemental Retiree Benefit Reserve.

For your information, attached is the updated Supplemental COLA matrix.

Recommendation

Staff recommends that the Retirees Committee recommend to the Board of Retirement that it adopt the Supplemental Cost of Living Adjustment increase for Tier I members who retired on or before April 1, 1982, and Tier 2 members who retired on or before April 1, 2007, effective with the April 1, 2024 monthly retirement allowance. This annual supplemental benefit is non-vested and is funded by the Supplemental Retiree Benefit Reserve.

Attachment

## Supplemental Cost of Living Adjustment (COLA) Matrix

Below is a matrix showing the number of recipients receiving the Supplemental Cost of Living Adjustment (COLA) and the annual costs for this benefit over the last five-year period.

Year	Supplemental COLA	
	Average No. of Recipients	Annual Cost
2023	622	\$1.1 M
2022	649	\$0.9 M
2021	578	\$0.9 M
2020	591	\$1.1 M
2019	538	\$1.2 M

The median Supplemental COLA amount received in 2023 is \$119.43.




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MEMORANDUM TO THE RETIREES COMMITTEE

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DATE: February 7, 2024  
TO: Members of the Retirees Committee  
FROM: Jessica Huffman, Retirement Benefits Manager   
SUBJECT: **Annual Cost of Living Adjustment for 2024**

Attached is a letter prepared by Segal, ACERA’s actuary, providing the annual Consumer Price Index (CPI) change, and the resulting annual Cost of Living Adjustments (COLA) effective April 1, 2024, in accordance with Government Code Sections 31870 (Tiers 2 and 4, 2.0% maximum) and 31870.1 (Tiers 1 and 3, 3.0% maximum).

The CPI calculation results in a change of 2.62%. According to the above Government Code Sections, the percentage change should be rounded to the nearest one-half percent, which is 2.5%. Tier 1 and Tier 3 retirees/payees who retired on or before April 1, 2023 will receive a COLA increase of 3.0%, due to carry over banked from prior years. Tiers 1 and 3 retirees/payees who retired on or after April 2, 2023 will receive a COLA increase of 2.5%. Tiers 2 and 4 retirees/payees will receive a COLA increase of 2.0%. COLA increases will be processed with the April 2024 monthly payroll.

Retirement Dates	Tiers	COLA Adjustment
On or before April 1, 2023	1 and 3	3.0%
On or after April 2, 2023	1 and 3	2.5%
On or before April 1, 2024	2 and 4	2.0%

Tiers 1 and 3 will bank 0.0%, as the 2024 COLA does not exceed the 3.0% maximum for Tiers 1 and 3 retirees. Tiers 2 and 4 will bank 0.5% as the 2024 COLA exceeds the 2.0% maximum for Tiers 2 and 4 retirees. Attached for your information is a 10-year history of the COLA banking.

Tier 1 retirees consist of General Tier 1 employees and Safety Tier 1 employees. Tier 2 retirees consist of General Tier 2 employees, Safety Tier 2 employees, and Safety Tier 2 employees with a new benefit formula. Tier 3 retirees are employees who retired from Livermore Area Recreation and Parks District and fall under Government Code Section 31870.1. Tier 4 retirees are employees who retired under the California Public Employees’ Pension Reform Act of 2012 regulations (effective January 1, 2013).

Attachments



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Vice President and Actuary  
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## Via Email

January 26, 2024

Mr. Carlos Barrios  
Assistant Chief Executive Officer, Benefits  
Alameda County Employees' Retirement Association  
475 14th Street, Suite 1000  
Oakland, CA 94612-1900

**Re: Alameda County Employees' Retirement Association (ACERA)  
Cost-of-Living Adjustments (COLA) as of April 1, 2024**

Dear Carlos:

We have determined the cost-of-living adjustments for the Association in accordance with Sections 31870.1 and 31870, as provided in the enclosed exhibits.

The cost-of-living factor to be used by the Association on April 1, 2024 is determined by comparing the December CPI for the San Francisco-Oakland-Hayward Area (with 1982-84 as the base period), as published by the Bureau of Labor Statistics, in each of the past two years. The ratio of the past two December indices, 339.915 in 2023 and 331.222 in 2022, is 1.0262. The County Law sections cited above indicate that the resulting percentage change of 2.62% should be rounded to the nearest one-half percent, which is 2.5%.

Please note the above cost-of-living adjustments calculated using established procedures for ACERA may result in adjustments different from those calculated using alternative procedures by other systems.

The actual cost-of-living adjustment is dependent on tier and date of retirement. The CPI adjustment to be applied on April 1, 2024 is provided in Column (4) of the enclosed exhibits. The COLA banks before and after the SRBR supplemental COLA are provided in Columns (5) and (6), respectively. The effective supplemental COLA to be granted on April 1, 2024 is provided in Column (7), assuming the Board will continue the 85% purchasing power program in 2024.

Please give us a call if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Eva Yum".

Eva Yum, FSA, MAAA, EA  
Vice President and Actuary

bts/hy  
Enclosures

cc: Lisa Johnson

# Alameda County Employees' Retirement Association Cost-of-Living Adjustment (COLA) as of April 1, 2024

## Tiers 1 & 3

(Section 31870.1 - Maximum Annual COLA of 3.0%)

Retirement Date	April 1, 2023 Accumulated Carry-Over (1)	CPI Change <sup>1</sup> (2)	CPI Rounded <sup>2</sup> (3)	CPI Used <sup>3</sup> (4)	April 1, 2024 Accumulated Carry-Over <sup>4</sup> (5)	Effective April 1, 2024 Accumulated Carry-Over <sup>5</sup> w/ Supp. COLA (6)	Effective April 1, 2024 Supp. COLA Granted <sup>5</sup> (7)
On or Before 7/1/1967	74.0%	2.62%	2.5%	3.0%	73.5%	15.0%	58.5%
07/01/1967 to 06/30/1968	73.5%	2.62%	2.5%	3.0%	73.0%	15.0%	58.0%
07/01/1968 to 04/01/1969	72.5%	2.62%	2.5%	3.0%	72.0%	15.0%	57.0%
04/02/1969 to 04/01/1970	70.0%	2.62%	2.5%	3.0%	69.5%	15.0%	54.5%
04/02/1970 to 04/01/1971	67.5%	2.62%	2.5%	3.0%	67.0%	15.0%	52.0%
04/02/1971 to 04/01/1972	65.5%	2.62%	2.5%	3.0%	65.0%	15.0%	50.0%
04/02/1972 to 04/01/1973	64.5%	2.62%	2.5%	3.0%	64.0%	15.0%	49.0%
04/02/1973 to 04/01/1974	64.0%	2.62%	2.5%	3.0%	63.5%	15.0%	48.5%
04/02/1974 to 04/01/1975	61.0%	2.62%	2.5%	3.0%	60.5%	15.0%	45.5%
04/02/1975 to 04/01/1976	54.0%	2.62%	2.5%	3.0%	53.5%	15.0%	38.5%
04/02/1976 to 04/01/1977	47.0%	2.62%	2.5%	3.0%	46.5%	15.0%	31.5%
04/02/1977 to 04/01/1978	44.5%	2.62%	2.5%	3.0%	44.0%	15.0%	29.0%
04/02/1978 to 04/01/1979	40.0%	2.62%	2.5%	3.0%	39.5%	15.0%	24.5%
04/02/1979 to 04/01/1980	33.5%	2.62%	2.5%	3.0%	33.0%	15.0%	18.0%
04/02/1980 to 04/01/1981	28.0%	2.62%	2.5%	3.0%	27.5%	15.0%	12.5%
04/02/1981 to 04/01/1982	16.0%	2.62%	2.5%	3.0%	15.5%	15.0%	0.5%
04/02/1982 to 04/01/1983	6.0%	2.62%	2.5%	3.0%	5.5%	5.5%	0.0%
04/02/1983 to 04/01/2017	3.5%	2.62%	2.5%	3.0%	3.0%	3.0%	0.0%
04/02/2017 to 04/01/2022	3.0%	2.62%	2.5%	3.0%	2.5%	2.5%	0.0%
04/02/2022 to 04/01/2023	2.0%	2.62%	2.5%	3.0%	1.5%	1.5%	0.0%
04/02/2023 to 04/01/2024		2.62%	2.5%	2.5%	0.0%	0.0%	0.0%

<sup>1</sup> Based on ratio of December 2023 CPI to December 2022 CPI for the San Francisco - Oakland - Hayward Area.

<sup>2</sup> Based on CPI change rounded to nearest one-half percent.

<sup>3</sup> These are the cost-of-living adjustment factors to be applied on April 1, 2024.

<sup>4</sup> These are the carry-over of the cost-of-living adjustments that have not been used on April 1, 2024.

<sup>5</sup> Assuming that the supplemental COLA providing 85% purchasing power is continued by the Board in 2024.



# Alameda County Employees' Retirement Association Cost-of-Living Adjustment (COLA) as of April 1, 2024

Tiers 2, 2C, 2D, & 4  
(Section 31870 - Maximum Annual COLA of 2.0%)

Retirement Date	April 1, 2023 Accumulated Carry-Over (1)	CPI Change <sup>1</sup> (2)	CPI Rounded <sup>2</sup> (3)	CPI Used <sup>3</sup> (4)	April 1, 2024 Accumulated Carry-Over <sup>4</sup> (5)	Effective April 1, 2024 Accumulated Carry-Over <sup>5</sup> w/ Supp. COLA (6)	Effective April 1, 2024 Supp. COLA Granted <sup>5</sup> (7)
On or Before 4/1/1985	42.5%	2.62%	2.5%	2.0%	43.0%	15.0%	28.0%
04/02/1985 to 04/01/1986	39.0%	2.62%	2.5%	2.0%	39.5%	15.0%	24.5%
04/02/1986 to 04/01/1987	37.0%	2.62%	2.5%	2.0%	37.5%	15.0%	22.5%
04/02/1987 to 04/01/1988	36.0%	2.62%	2.5%	2.0%	36.5%	15.0%	21.5%
04/02/1988 to 04/01/1989	34.5%	2.62%	2.5%	2.0%	35.0%	15.0%	20.0%
04/02/1989 to 04/01/1990	32.0%	2.62%	2.5%	2.0%	32.5%	15.0%	17.5%
04/02/1990 to 04/01/1991	30.0%	2.62%	2.5%	2.0%	30.5%	15.0%	15.5%
04/02/1991 to 04/01/1992	26.0%	2.62%	2.5%	2.0%	26.5%	15.0%	11.5%
04/02/1992 to 04/01/1993	24.5%	2.62%	2.5%	2.0%	25.0%	15.0%	10.0%
04/02/1993 to 04/01/1997	24.0%	2.62%	2.5%	2.0%	24.5%	15.0%	9.5%
04/02/1997 to 04/01/1998	23.5%	2.62%	2.5%	2.0%	24.0%	15.0%	9.0%
04/02/1998 to 04/01/1999	21.5%	2.62%	2.5%	2.0%	22.0%	15.0%	7.0%
04/02/1999 to 04/01/2000	20.5%	2.62%	2.5%	2.0%	21.0%	15.0%	6.0%
04/02/2000 to 04/01/2001	18.5%	2.62%	2.5%	2.0%	19.0%	15.0%	4.0%
04/02/2001 to 04/01/2007	15.0%	2.62%	2.5%	2.0%	15.5%	15.0%	0.5%
04/02/2007 to 04/01/2012	13.5%	2.62%	2.5%	2.0%	14.0%	14.0%	0.0%
04/02/2012 to 04/01/2014	12.5%	2.62%	2.5%	2.0%	13.0%	13.0%	0.0%
04/02/2014 to 04/01/2015	12.0%	2.62%	2.5%	2.0%	12.5%	12.5%	0.0%
04/02/2015 to 04/01/2016	11.5%	2.62%	2.5%	2.0%	12.0%	12.0%	0.0%
04/02/2016 to 04/01/2017	10.5%	2.62%	2.5%	2.0%	11.0%	11.0%	0.0%
04/02/2017 to 04/01/2018	9.0%	2.62%	2.5%	2.0%	9.5%	9.5%	0.0%
04/02/2018 to 04/01/2019	8.0%	2.62%	2.5%	2.0%	8.5%	8.5%	0.0%
04/02/2019 to 04/01/2020	5.5%	2.62%	2.5%	2.0%	6.0%	6.0%	0.0%
04/02/2020 to 04/01/2022	5.0%	2.62%	2.5%	2.0%	5.5%	5.5%	0.0%
04/02/2022 to 04/01/2023	3.0%	2.62%	2.5%	2.0%	3.5%	3.5%	0.0%
04/02/2023 to 04/01/2024		2.62%	2.5%	2.0%	0.5%	0.5%	0.0%

<sup>1</sup> Based on ratio of December 2023 CPI to December 2022 CPI for the San Francisco - Oakland - Hayward Area.

<sup>2</sup> Based on CPI change rounded to nearest one-half percent.

<sup>3</sup> These are the cost-of-living adjustment factors to be applied on April 1, 2024.

<sup>4</sup> These are the carry-over of the cost-of-living adjustments that have not been used on April 1, 2024.

<sup>5</sup> Assuming that the supplemental COLA providing 85% purchasing power is continued by the Board in 2024.

## Cost of Living Adjustments - COLA Banking 10-Year History

Tiers 1 & 3

Section 31870.1

Maximum Annual COLA - 3.00 %

COLA Year	Retirement Dates	CPI	Adjusted CPI/COLA	Tier COLA MAX	Bank Utilization	
					Used	Banked
2024		2.62%	2.50%	3.00%		
	On or Before April 1, 2023		3.00%		-0.50%	
	On or After April 2, 2023		2.50%			N/A
2023		4.88%	5.00%	3.00%		2.00%
2022		4.24%	4.00%	3.00%		1.00%
2021		2.00%	2.00%	3.00%		
	On or Before April 1, 2019		3.00%		-1.00%	
	On or After April 2, 2019		2.00%			N/A
2020		2.45%	2.50%	3.00%		
	On or Before April 1, 2019		3.00%		-0.50%	
	On or After April 2, 2019		2.50%			N/A
2019		4.50%	4.50%	3.00%		1.50%
2018		2.94%	3.00%	3.00%		N/A
2017		3.53%	3.50%	3.00%		0.50%
2016		3.18%	3.00%	3.00%		N/A
2015		2.67%	2.50%	3.00%		
	On or Before April 1, 1985		3.00%		-0.50%	
	On or After April 2, 1985		2.50%			N/A

Tiers 2, 2C, 2D & 4

Section 31870

Maximum Annual COLA - 2.00%

COLA Year	Retirement Dates	CPI	Adjusted CPI/COLA	Tier COLA MAX	Bank Utilization	
					Used	Banked
2024		2.62%	2.50%	2.00%		0.50%
2023		4.88%	5.00%	2.00%		3.00%
2022		4.24%	4.00%	2.00%		2.00%
2021		2.00%	2.00%	2.00%		N/A
2020		2.45%	2.50%	2.00%		0.50%
2019		4.50%	4.50%	2.00%		2.50%
2018		2.94%	3.00%	2.00%		1.00%
2017		3.53%	3.50%	2.00%		1.50%
2016		3.18%	3.00%	2.00%		1.00%
2015		2.67%	2.50%	2.00%		0.50%




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MEMORANDUM TO THE RETIREES COMMITTEE

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DATE: February 7, 2024  
TO: Members of the Retirees Committee  
FROM: Carlos Barrios, Assistant Chief Executive Officer   
SUBJECT: **2024 Retirees Committee Work Plan Review**

Attached for review and discussion is the proposed 2024 Retirees Committee Work Plan. The following changes have been made from last year's work plan:

February Meeting

- Added a report regarding the implementation of the Death Benefit Equity Policy

April Meeting

- Added an action item to review recommended changes to the Supplemental Retiree Benefit Reserve Policy
- Added a review of the hearing aid reimbursement procedure options and information

Attachment



**Proposed 2024 Retirees Committee Work Plan**

**Action Items**

**Information Items**

	<b>Action Items</b>	<b>Information Items</b>
February	<ul style="list-style-type: none"> <li>• Annual Supplemental Cost of Living Adjustment (COLA)</li> </ul>	<ul style="list-style-type: none"> <li>• Annual COLA Adjustment</li> <li>• 2024 Annual Retirees Committee Work Plan Review</li> <li>• Annual Health Care Planning Meeting with Retiree Representatives/Date Announcement</li> <li>• Report on 1099-R Processing</li> <li>• Implementation of the Death Benefit Equity Policy Update</li> <li>• Report on Open Enrollment Activity</li> <li>• Semi-Annual Report on ACERA’s Wellness Program</li> </ul>
April	<ul style="list-style-type: none"> <li>• Revision to SRBR Policy</li> </ul>	<ul style="list-style-type: none"> <li>• Via Benefits 2023 Year in Review</li> <li>• Hearing Aid Reimbursement Procedure Options and Information</li> <li>• SRBR Financial Status</li> </ul>
June	<ul style="list-style-type: none"> <li>• Approval of Payment for Implicit Subsidy Cost for 2023</li> <li>• Possible Declaration of Intent to Fund Implicit Subsidy Program for 2025</li> </ul>	<ul style="list-style-type: none"> <li>• Presentation and Report on Health Care Inflation/Trends</li> <li>• Preliminary Report on Projected Benefit Costs Funded through SRBR</li> <li>• Discussion of Monthly Medical Allowance for 2025</li> <li>• 2025 Medical Plans Update/Renewal Requests of ACERA/County</li> <li>• Report on HRA Balances and Reimbursements</li> <li>• Plans for Open Enrollment and Retiree Health and Wellness Fair</li> <li>• Report on Annual Health Care Planning Meeting with Retiree Groups</li> </ul>
July	<ul style="list-style-type: none"> <li>• Adoption of 2025 Monthly Medical Allowance for Group Plans</li> <li>• Adoption of 2025 Monthly Medical Allowance for Early Retiree Individual Plans</li> <li>• Adoption of 2025 Monthly Medical Allowance for Medicare Eligible Retiree Individual Plans</li> </ul>	<ul style="list-style-type: none"> <li>• Report on Dental and Vision Plans Experience and Utilization</li> <li>• Report on Dental and Vision Plans Renewal Information for 2025</li> </ul>
August	<ul style="list-style-type: none"> <li>• Adoption of Dental Plan Contributions for 2025</li> <li>• Adoption of Vision Plan Contributions for 2025</li> </ul>	<ul style="list-style-type: none"> <li>• Semi-Annual Report on ACERA’s Wellness Program</li> </ul>
September	<p><b>Note:</b> This is a placeholder to schedule a meeting if needed. Otherwise the information will be presented at the September Board of Retirement meeting.</p>	<ul style="list-style-type: none"> <li>• ACERA-Sponsored Medical Plans and Premiums for Plan Year 2025</li> </ul>



**Proposed 2024 Retirees Committee Work Plan**

<b>Action Items</b>		<b>Information Items</b>
October	<ul style="list-style-type: none"> <li>• Presentation and Acceptance of SRBR Funding Report/Valuation</li> <li>• SRBR Policy Update (2025)</li> </ul>	<ul style="list-style-type: none"> <li>• SRBR Financial Status</li> <li>• Final Report on Open Enrollment Preparation and Communications Materials, and Retiree Health and Wellness Fair Arrangements</li> <li>• Report on Medicare Part D Certificate of Creditable Coverage and Updates for 2025</li> <li>• Via Benefits Updates</li> </ul>
December	<ul style="list-style-type: none"> <li>• Adoption of Medicare Part B Reimbursement Plan Benefit for 2025</li> <li>• Adoption of Updates to Appendix A of 401(h) Account Resolutions</li> </ul>	<ul style="list-style-type: none"> <li>• Annual Retired Member (Lump Sum) Death Benefit Report</li> <li>• Retiree Health and Wellness Fair Results and Open Enrollment Activity</li> </ul>

Notes: 1) This work plan is subject to change without prior notice. Periodic rearrangements of agenda items will be made to the work plan to provide a reasonable length of time for each meeting.  
 2) Meeting date is assumed to be the first Wednesday of the month.

***The following items to be presented at the Board of Retirement meeting:***

- May – action item to approve the 401(h) Account Resolution Request to ACERA Participating Employers



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MEMORANDUM TO THE RETIREES COMMITTEE

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DATE: February 7, 2024

TO: Members of the Retirees Committee

FROM: Carlos Barrios, Assistant Chief Executive Officer 

SUBJECT: **Annual Health Care Planning Meeting with Retiree Representatives/Date Announcement**

ACERA Staff hosts an annual Health Care Planning meeting with Trustees, ACRE and REAC Board Members, our Benefits Consultant, and the County Benefits Management team. Last year this meeting was held virtually.

The Health Care Planning meeting is designed to discuss global issues, affecting multiple members, who are enrolled in a medical, dental and vision plans offered through ACERA or Via Benefits (Willis Towers Watson). The Health Care Planning meeting is a precursor to the annual renewal letters Staff sends to the County of Alameda as well as ACERA's dental and vision carriers for the next plan year. Concerns raised by the retirement associations are often included in these renewal letters.

This venue allows for discussion of ACERA's health care communication pieces and events. It is also designed to review areas where possible improvements can be made to save resources and enhance efficiency regarding health care.

The meeting this year has been tentatively set for April 9<sup>th</sup>. The meeting will be held virtually again this year. Agenda items will be requested during the March ACRE and REAC Board meetings where Staff will be in attendance.



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MEMORANDUM TO THE RETIREES COMMITTEE

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DATE: February 7, 2024

TO: Members of the Retirees Committee

FROM: Jessica Huffman, Retirement Benefits Manager 

SUBJECT: **Issuance of 2023 1099-R Forms**

The 1099-R form is provided to all ACERA payees in January of each year. The 1099-R form is used by ACERA to report pension and annuity distributions paid to retirees, beneficiaries, and terminated members receiving refunds. For tax year 2023, there were no changes to the IRS 1099-R reporting requirements that affected ACERA.

This year, ACERA utilized a third party vendor to print and mail all 1099-Rs instead of printing in-house for a slight cost savings. Additionally, ACERA transitioned to using a new form, 4-Up 1099-R, that has a slightly new look, and the tax instruction page is on a separate sheet. To enhance the security of member's data, Social Security Numbers were truncated on all 1099-Rs to display only the last 4 digits versus the entire number.

Since October 2023, ACERA Staff worked on the accuracy and clean-up of the reporting data, as well as conducting PensionGold incremental testing. The final test run took place the week of December 26, 2023.

The printing of the 1099-R forms began the week of January 8, 2024. All forms were mailed on January 19<sup>th</sup> by the third party vendor, which was prior to the IRS issuance deadline of January 31<sup>st</sup>. A total of 12,349 1099-Rs were processed with no issues to report.

On January 2<sup>nd</sup>, ACERA placed a news update on ACERA's website notifying members that their 1099-R would be mailed by January 31<sup>st</sup>, and that electronic copies would be available in Web Member Services on January 15<sup>th</sup>. The electronic forms successfully became accessible to members on January 15<sup>th</sup> in Web Member Services. On January 23<sup>rd</sup>, ACERA sent a reminder email blast to retirees.



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MEMORANDUM TO THE RETIREES COMMITTEE

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DATE: February 7, 2024

TO: Members of the Retirees Committee

FROM: Carlos Barrios, Assistant Chief Executive Officer 

SUBJECT: **Implementation of the Death Benefit Equity Policy Update**

At the December 21, 2023 meeting, the Board of Retirement adopted the Death Benefit Equity Policy. The Policy allows ACERA members to pre-file a disability retirement application with an optional settlement selection so that their beneficiaries may be eligible to receive the maximum benefits allowable under the County Employees Retirement Law of 1937, if the members become entitled to a disability retirement before dying. Staff will provide a brief update on the implementation of this Policy, and when the ability to make the election will be made available to active members.






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MEMORANDUM TO THE RETIREES COMMITTEE

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DATE: February 7, 2024  
TO: Members of the Retirees Committee  
FROM: Jessica Huffman, Retirement Benefits Manager   
SUBJECT: **Open Enrollment Activity**

This memo details the volume of member enrollment changes during ACERA’s Plan Year 2024 Open Enrollment.

**ACERA Group Healthcare Plan Open Enrollment Changes**

For the third year, members were able to submit group plan changes electronically using DocuSign forms, as well as the standard downloadable PDF forms. The below chart details the percentage of members taking advantage of the ease of DocuSign.

Form	Total Forms Submitted	Submitted Via DocuSign	% Submitted Via DocuSign
Affidavit of Dependent Eligibility	8	6	75%
Medical	82	57	70%
Dental	120	92	77%
Vision	118	96	81%
<b>Total</b>	<b>328</b>	<b>251</b>	<b>77%</b>

Confirmation of change letters were mailed out in waves in December 2023.

**Via Benefits Individual Medicare Plan Open Enrollment Changes**

Members enrolled in individual plans through Via Benefits who want to change plans during Open Enrollment do so by contacting Via Benefits. The volume of Open Enrollment plan changes among ACERA’s approximate 1,560 Via Benefits Medicare population is detailed below:

- 88 Medicare Advantage to Medicare Advantage
- 9 Medicare Advantage to Medicare Supplement
- 7 Medicare Supplement to Medicare Supplement
- 7 Medicare Supplement to Medicare Advantage
- 124 Prescription Drug Plan to Prescription Drug Plan

As in prior years, ACERA retirees made a significant number of changes to their Prescription Drug Plan coverage. Via Benefits’ representatives assist our members by utilizing a Prescription Profiler Database Tool allowing members to compare estimated prescription costs among available plans to make a selection best suiting their needs.



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MEMORANDUM TO THE RETIREES COMMITTEE

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DATE: February 7, 2024

TO: Members of the Retirees Committee

FROM: Mike Fara, Communications Manager *MF*  
Jessica Huffman, Retirement Benefits Manager *JH*

SUBJECT: **Semi-Annual Report on ACERA's Wellness Program**

Below, you will find an overview of ACERA's 2023 Wellness Email Campaign performance and insights into our plans for the new year.

## 2023 Wellness Email Campaign Performance

Our 2023 wellness email campaign utilized the online marketing automation tool Mailchimp to distribute timed wellness messages and content provided by our insurance carriers to approximately 7,600 retirees, representing 71% of our retiree population. Notably, ACERA's wellness campaign metrics surpassed 4 out of 5 industry benchmarks.

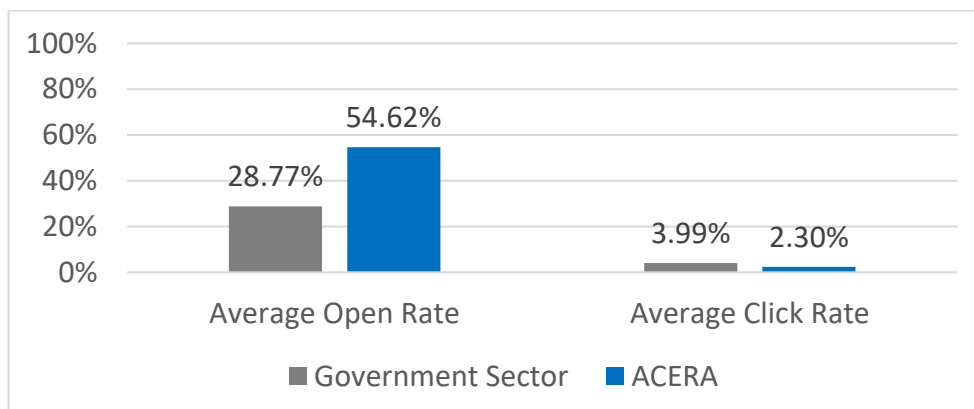
### Key Metrics

#### Average Open Rate:

- ACERA retirees are actively engaging with the wellness emails, with almost double the Open Rate compared to the Government Sector industry benchmark by Mailchimp.
- Over 4,150 retirees, on average, are opening each wellness email.

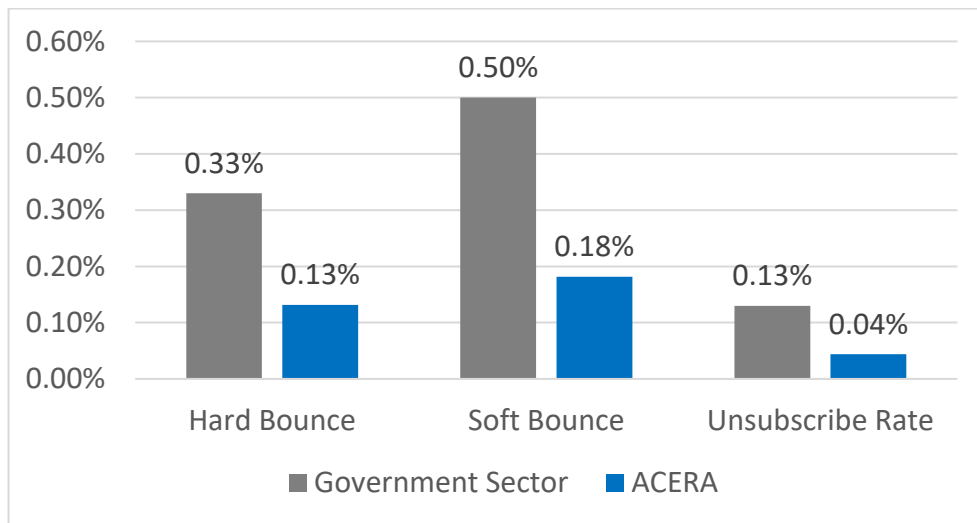
#### Average Click Rate:

- Although our Average Click Rate is lower than the benchmark, it aligns with our wellness goals, as the full educational content is contained within the body of each email, so we don't necessarily need members to click to be fully educated on the topic.



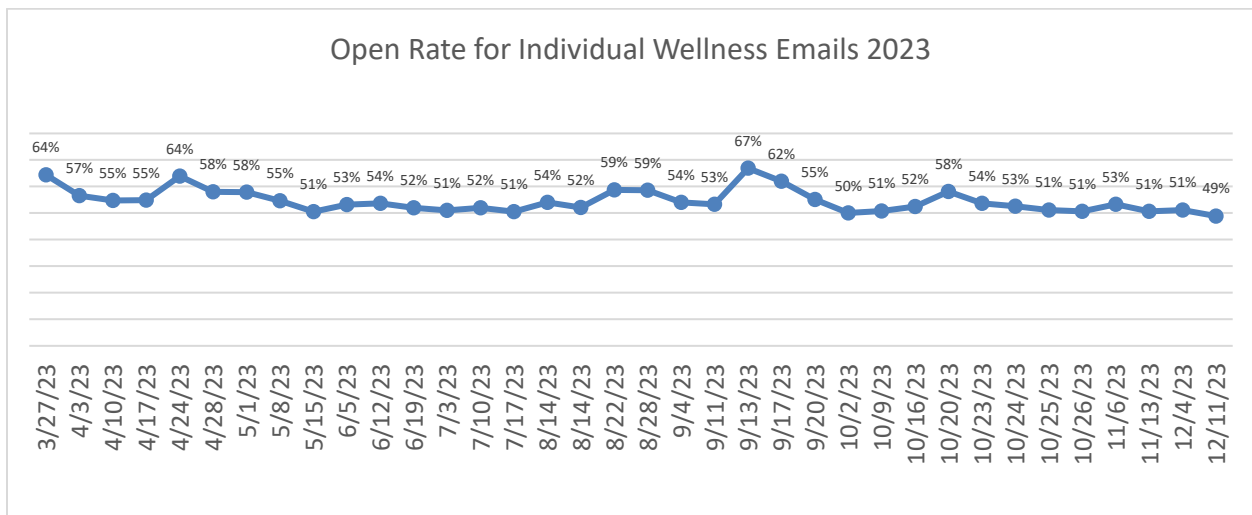
**Bounce and Unsubscribe Rates:**

- The minimal rates of both Hard Bounces (indicating permanently undeliverable emails) and Soft Bounces (reflecting temporarily undeliverable emails) indicate a well-maintained email list. This aligns with the fact that our retirees willingly shared their email addresses with us.
- Our remarkably low Unsubscribe Rate of 0.04%, which is less than one third of the government sector average, indicates a strong preference among our members to maintain their subscription and a willingness to stay connected with our resources.



**Email Engagement (Open Rate) Over Time:**

- The Open Rate for each email remained fairly consistent throughout the year, varying based on individual interest in the subject matter.



In summary, the consistently high average open rate, sustained engagement throughout the year, and exceptionally low unsubscribe rate collectively suggest that the frequency and content of our wellness emails are well-received and enjoyed by the majority of recipients.

## 2024 Wellness Initiatives

### 2024 Chronic Conditions Tracking

We are addressing chronic conditions and preventative care in collaboration with our vendors. Kaiser Permanente reports that obesity, hypertension, diabetes, and depression remain the most prevalent chronic conditions among our retiree population. To address this, we plan to promote underutilized Kaiser wellness programs to our retirees, leveraging Kaiser's marketing efforts.

### Virtual Resources

Building on the success of the 2023 Wellness Email Campaign, our focus in 2024 remains on virtual resources. This approach allows us to leverage wellness messages and content provided by our insurance carriers and reach retirees regardless of their location. We will continue to promote Silver&Fit and the Kaiser Permanente Virtual Health Talks as we did in 2023.

Month	Kaiser Permanente	Delta Dental	VSP	Other
Feb	<ul style="list-style-type: none"> <li>• Health Talk: More Than Words: Couples Communication</li> <li>• Silver&amp;Fit: Maintaining Your Fitness Regimen Past January</li> </ul>	Heart disease and your oral health		
Mar	<ul style="list-style-type: none"> <li>• Health Talk: Allergies</li> <li>• Get Wellness Coaching by Phone, Absolutely Free</li> </ul>	The link between rheumatoid arthritis and oral health	Save Your Vision Month	
Apr	<ul style="list-style-type: none"> <li>• Health Talk: Bone Health</li> </ul>	<ul style="list-style-type: none"> <li>• The link between rheumatoid arthritis and oral health</li> <li>• Cleanings Don't Count Against Annual Maximum</li> </ul>		
May	<ul style="list-style-type: none"> <li>• Health Talk: Stroke Prevention</li> </ul>	Depression and your oral health	Healthy Vision Month	

Semi-Annual Report on ACERA's Wellness Program

February 7, 2024

Page 4 of 5

Month	Kaiser Permanente	Delta Dental	VSP	Other
	<ul style="list-style-type: none"> <li>• Get the Best Sleep of Your Life With Kaiser's Sleeping Better Online Lifestyle Program</li> </ul>			
Jun	<ul style="list-style-type: none"> <li>• Silver&amp;Fit: Stay Active This Summer</li> <li>• Health Talk: Diabetes</li> </ul>	Preventing gum disease may help avoid Alzheimer's		
Jul	<ul style="list-style-type: none"> <li>• Health Talk: Dementia</li> <li>• Rejuvenate Your Diet With Kaiser's Eating Healthy Online Lifestyle Program</li> </ul>	Oral cancer: What you need to know	Summer Eye Health	
Aug	Health Talk: Adverse Childhood Events (ACEs)	<ul style="list-style-type: none"> <li>• 5 myths about dental implants</li> <li>• Reminder: Cleanings Don't Count Against Annual Maximum</li> </ul>		
Sep	Health Talk: Flu, Covid, RSV & Vaccines	What causes a toothache?	Healthy Aging Month	ACERA Virtual Health Fair
Oct	Silver&Fit: It's Never Too Late to Get Started	How cancer affects your oral health		ACERA Virtual Health Fair
Nov	Silver&Fit: Holiday Prep	Diet, diabetes and tooth decay	American Diabetes Month	
Dec	<ul style="list-style-type: none"> <li>• Silver&amp;Fit: Great Start to a New Year</li> <li>• Shake Off the Cobwebs With Kaiser's Moving More Online Lifestyle Program</li> </ul>	5 tips to keep your teeth healthy over the holidays		

### **Annual Retiree Health Care Planning Meeting**

In April, during the virtual annual health care planning meeting, we will seek input from retiree associations on additional wellness resources of interest.

### **Wellness Section of Retirement Enrollment Guide**

Complementing the wellness message campaign, our annual enrollment guide will continue featuring a dedicated 3-page section with links to numerous wellness tools and resources offered by ACERA's insurance carriers.

### **Virtual Health and Wellness Fair**

Plans are underway for the 2024 Health and Wellness Fair, scheduled for late October. This year, we are exploring a hybrid approach, combining an in-person event with virtual presentations.