



ALAMEDA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION
BOARD OF RETIREMENT
MINUTES

THIS MEETING WAS CONDUCTED VIA TELECONFERENCE WITH VIDEO

Thursday, February 16, 2023

Chair Jaime Godfrey called the meeting to order at 2:01 p.m.

Trustees Present: Ophelia Basgal (*Arrived After Roll Call*)
Keith Carson
Tarrell Gamble (*Arrived After Roll Call*)
Jaime Godfrey
Henry Levy (*Arrived After Roll Call*)
Elizabeth Rogers
Kellie Simon
George Wood
Cynthia Baron (*Alternate*)
Kevin Bryant (*Alternate*)

Trustees Excused: Ross Clippinger

Staff Present: Carlos Barrios, Assistant Chief Executive Officer-Benefits
Angela Bradford, Executive Secretary
Sandra Dueñas-Cuevas, Benefits Manager
Erica Haywood, Fiscal Services Officer
Jessica Huffman, Benefits Manager
Harsh Jadhav, Chief of Internal Audit
Vijay Jagar, Retirement Chief Technology Officer, ACERA
Lisa Johnson, Assistant Chief Executive Officer-Operations
David Nelsen, Chief Executive Officer
Jeff Rieger, Chief Counsel
Betty Tse, Chief Investment Officer

Staff Excused: Victoria Arruda, Human Resource Officer

PUBLIC INPUT

During the discussion regarding the Committee and Board Meeting Logistics in March 2023 and Thereafter, Retired Member and ACRE President Pete Albert stated that retirees still prefer attending ACERA's Committee and Board meetings via Zoom and suggested that in order to control the number of the public's questions, comments and/or disruptions during Committee and Board meetings that Staff could make the Chat function in the Zoom Program available for the public's use. Chief Counsel Jeff Rieger stated that there are additional tools that Staff can use to control public comments and/or disruptions and that ACERA's *Board and Committee Operations Policy* states that public comment is limited to four (4) minutes per speaker.

**CONSENT CALENDAR
REPORTS AND ACTION ITEMS**

REPORT ON SERVICE RETIREMENTS

Appendix A

LIST OF DEFERRED RETIREMENTS

Appendix B

LIST OF DECEASED MEMBERS

Appendix C

**APPROVE REQUEST(S) FOR UP TO 130 BI-WEEKLY PAYMENTS TO
RE-DEPOSIT CONTRIBUTIONS AND GAIN CREDIT**

None

**APPROVE UNCONTESTED STAFF RECOMMENDATIONS ON
DISABILITY RETIREMENTS AND DEATH BENEFITS**

Appendix E

**APPROVE UNCONTESTED HEARING OFFICER RECOMMENDATIONS FOR
DISABILITY RETIREMENTS AND DEATH BENEFITS**

None

APPROVE MINUTES of BOARD and COMMITTEE MEETINGS

January 19, 2023 Minutes of the Regular Board Meeting

February 1, 2023 Operations Committee Minutes

February 1, 2023 Retirees Committee Minutes

February 8, 2023 Investment Committee Minutes

MISCELLANEOUS

- *Quarterly Memo and Reports for the Member Under/Overpayments*
- *4th Quarter 2022 Call Center Report*
- *Approve Staff Recommendation regarding the County of Alameda's Pay Item/Code Shift 2 Straight Overtime – S2S*

23-06

It was moved by Elizabeth Rogers and seconded by Keith Carson that the Board adopt the Consent Calendar. The motion carried 9 yes (*Basgal, Bryant, Carson, Gamble, Godfrey, Levy, Rogers, Simon, Wood*), 0 no, and 0 abstentions.

**REGULAR CALENDAR
REPORTS AND ACTION ITEMS**

DISABILITY AND DEATH BENEFIT CLAIMS

None.

COMMITTEE REPORTS, RECOMMENDATIONS AND MOTIONS

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

Operations:

Kellie Simon gave an oral report stating that the Operations Committee met on February 1, 2023 and that the Committee was presented with Staff's request to approve the 2022 discharge of benefits overpayments in the amount of \$33,647.12. Staff responded to Trustee Levy's question.

23-07

It was moved by Kellie Simon and seconded by Elizabeth Rogers that the Board approve the 2022 discharge of benefits overpayments in the amount of \$33,647.12. The motion carried 8 yes (*Basgal, Bryant, Gamble, Godfrey, Levy, Rogers, Simon, Wood*), 0 no, and 1 abstention (*Carson*).

Trustee Simon reported that the Committee was presented with the following Information Items: **1) Un-Audited Financial Statements, Operating Expenses, and Actual Cash Report as of 12/31/2022; 2) Board Member Conference Expense Report and Senior Manager Conference and Training Expense Report for 4th Qtr. 2022; 3) Proposed 2023 Operations Committee Work Plan; 4) Board Travel Policy-Annual Board travel increase by the Consumer Price Index; and 5) Technology Report.**

Trustee Simon reported that the Trustees requested additional information from Staff regarding an Expense Management Program and that Staff is to prepare a graph reflecting the negative cash balance for the past ten years.

Minutes of the meeting were approved as part of the Consent Calendar.

Retirees:

Elizabeth Rogers gave an oral report stating that the Retirees Committee met on February 1, 2023 and that the Committee was presented with the Information Item regarding the Annual Cost of Living Adjustment (COLA) before considering the Supplemental Cost of Living Adjustment Action Item. Trustee Rogers reported that inflation was approximately 5% and that Tier 1 and Tier 3 retirees/payees will receive a 3.0% increase, and all Tier 2 and Tier 4 retirees/payees will receive a 2.0% increase.

After discussion of the Annual COLA, the Committee was presented with information regarding 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, 2023 monthly retirement allowance. This annual supplemental benefit is non-vested and is funded by the Supplemental Retiree Benefit Reserve.

23-08

It was moved by Elizabeth Rogers and seconded by Ophelia Basgal that the Board 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, 2023 monthly retirement allowance. This annual supplemental benefit is non-vested and is funded by the Supplemental Retiree Benefit Reserve. The motion carried 9 yes (*Basgal, Bryant, Carson, Gamble, Godfrey, Levy, Rogers, Simon, Wood*), 0 no, and 0 abstentions.

Trustee Rogers reported that the Committee was presented with the following additional Information Items: *1) 2023 Annual Retirees Committee Work Plan Review; 2) Annual Health Care Planning Meeting with Retiree Representatives/Date Announcement; 3) Proposal to Conduct a Request for Information (RFI) for Individual Medical Plans Coverage and Services; 4) Report on 1099-R Processing; 5) Report on Open Enrollment Activity; and 6) Semi-Annual Report on ACERA's Wellness Program.*

Trustee Rogers announced that the Annual Health Care Planning Meeting will take place on Wednesday, April 5 2023 following the Retirees Committee meeting.

Minutes of the meeting were approved as part of the Consent Calendar.

Investment:

Tarrell Gamble reported that the Investment Committee met on February 8, 2023 and that the Committee was presented with and discussed the Proposed New Manager Structure for the International Equity Asset Class.

23-09

It was moved by Tarrell Gamble and seconded by Keith Carson that the Board approve an International Equity Asset Class Structure of 62% developed markets (of which 33% is passively managed and 29% actively managed), 28% emerging markets (all actively managed) and 10% international small cap (all actively managed), with the understanding that Staff and Verus will revisit active-manager weightings in this structure with the Investment Committee at a later date. The motion carried 9 yes (*Basgal, Bryant, Carson, Gamble, Godfrey, Levy, Rogers, Simon, Wood*), 0 no, and 0 abstentions.

Trustee Gamble further reported that the Committee was presented with and discussed the 2023 – 2029 Investment Plan for ACERA’s Real Assets Asset Class.

23-10

It was moved by Tarrell Gamble and seconded by Keith Carson that the Board adopt the 2023 – 2029 Investment Plan for ACERA’s Real Assets Asset Class. The motion carried 9 yes (*Basgal, Bryant, Carson, Gamble, Godfrey, Levy, Rogers, Simon, Wood*), 0 no, and 0 abstentions.

Trustee Gamble further reported that the Committee was presented with and discussed the 2023 - 2026 Updated Private Equity Investment Plan.

23-11

It was moved by Tarrell Gamble and seconded by Kellie Simon that the Board adopt the 2023 - 2026 Updated Private Equity Investment Plan, the sub-asset class weightings will remain neutral, which is 60% in buyout, 20% in venture capital, and 20% in debt/special situations. The motion carried 9 yes (*Basgal, Bryant, Carson, Gamble, Godfrey, Levy, Rogers, Simon, Wood*), 0 no, and 0 abstentions.

Trustee Gamble reported that the Committee was presented with the following Information Items: *1) 2023 Capital Market Assumptions; and 2) 2023 Investment Committee Workplan.*

Trustee Gamble announced that the May Investment Committee meeting will take place on Wednesday, May 17, 2023 (The SACRS Spring Conference is scheduled for May 9 thru May 12, 2023).

Minutes of the meeting were approved as part of the Consent Calendar.

Audit:

Henry Levy reported that the Audit Committee met earlier today and that the Committee was presented with the external audit scope of work and timeline of services for the Financial Statements ended December 31, 2022, to be performed by Williams, Adley & Company-CA, LLP.

23-12

It was moved by Henry Levy and seconded by Kellie Simon that the Board approve the external audit scope of work and timeline of services for the Financial Statements ended December 31, 2022, to be performed by Williams, Adley & Company-CA, LLP. The motion carried 8 yes (*Basgal, Bryant, Carson, Godfrey, Levy, Rogers, Simon, Wood*), 0 no, and 1 abstention (*Gamble*).

Trustee Levy reported that there will be further discussion regarding the responsibilities of the Audit Committee Trustees and how they can be more pro-active.

Trustee Levy reported on the following Information Items: *1) 2023 Audit Committee Work Plan; 2) Review of Annual Risk Assessment; 3) Presentation of the 2023 Internal Audit Plan; 4) Trustee Education on the Annual Comprehensive Financial Report (ACFR); and 5) Presentation on Cybersecurity.*

Minutes of the meeting will be presented to the Board for adoption on the Consent Calendar at the March 16, 2023 Board meeting.

NEW BUSINESS

Discussion regarding Committee and Board Meeting Logistics in March 2023 and Thereafter

Chief Executive Officer Dave Nelsen reminded the Board that as of February 28, 2023, the Governor will lift the State of Emergency Order, which would require Board Trustees and Staff to attend on-site Committee and Board meetings starting in March 2023. However, ACERA will continue to allow the Public to participate at Committee/Board remotely. Mr. Nelsen stated that Trustees who are unable to attend a Committee/Board meeting but would like to hear what's going on at a meeting can listen via Zoom during and/or after a meeting. However, Trustees are prohibited from participating in a Zoom Committee/Board meeting unless they have met one of the new rule exception requirements or have followed the normal *Brown Act* rules (posting the agenda in the remote location, allowing public access at the remote location, etc.).

Mr. Nelsen reported that Staff has taken several safety precautions to ensure anyone entering the building is safe and that anyone attending a Committee and/or Board meeting will be required to wear a mask in compliance with the County's rules unless Staff receives information from the County that the use of face coverings/masks by County employees is now optional. Mr. Nelsen further reported that the Board Room will be set-up to accommodate hybrid Committee and Board meetings and that Staff is also looking into possibly reconfiguring cameras, etc. in the Board Room for more effective hybrid experience.

Trustee Keith Carson reported that the Alameda County Board of Supervisors (BOS) meet for their meetings in-person and that everyone attending the meetings are required to wear a mask in compliance with the County's rules. The public can also participate at BOS meetings via Zoom. Trustee Carson gave an account of his observations during his attendance at BOS meetings and at other Board meetings he serves on. Trustee Carson stated that most of their meetings are held outside of the BOS Chambers, which makes it difficult for the public to participate. Trustee Carson further stated that some of the public members have been disruptive at the BOS, which causes the meetings to conclude at 10 p.m. It was noted that public disruptions have also occurred during other legislative bodies' meetings throughout the Country. Mr. Nelsen reported that Staff controls the Zoom functions during ACERA's Committee and Board meetings and that public comment is restricted to four (4) minutes per speaker. Mr. Nelsen and Trustees explained how hybrid Committee and Board meetings work.

Presentation from Chief Counsel regarding new rules for Trustees' Remote Attendance at Board and Committee Meetings

Chief Counsel Jeff Rieger explained the new rules and the exception requirements regarding Trustee remote attendance at Committee and Board meetings in response to Trustees' questions on how to apply the limitations on the exception requirements. Mr. Rieger stated that ACERA's Zoom option is necessary in the event a Trustee needs to participate at a Committee/Board meeting remotely. Mr. Rieger stated that the main thing Trustees need to know if they plan on attending a Committee/Board meeting remotely is listed on Page 3 of his February 16th memo under: "What This All Means For ACERA" and "All Trustees Really Need To Know". In order to ensure that a Trustee is in compliance with the normal *Brown Act* and/or new rules, Mr. Rieger requested that the Trustee contact him or Mr. Nelsen if the Trustee plans to participate at a Committee/Board meeting remotely. Mr. Rieger explained the 20% Time Limit regarding the new exceptions and responded to Trustees' questions.

David Nelsen, Chief Executive Officer's Report

Mr. Nelsen presented his February 16, 2023 written CEO Report which provided an update on: **1) Committee and Board Action Items; 2) Other Items: a) COVID-19 Responses; b) Pension Administration System; c) Business Planning; d) Virtual Meetings; and 3) Key Performance Indicators.**

Mr. Nelsen reported that after the State Emergency Order is lifted, members will be able to schedule in-person meetings with Staff Monday through Friday starting in March 2023 and that Staff has moved back into pre-Pandemic operational levels to ensure Staff and the public are safe. Mr. Nelsen also reported that Staff is working with the County and the Labor Organizations regarding the development of ACERA's *Telecommuting Policy*.

Mr. Nelsen congratulated ACERA Chief of Internal Audit Harsh Jadhav for his published article regarding IRS Tax Delinquencies. Mr. Nelsen will forward the link to Mr. Jadhav's publication to the Trustees. Trustees and Staff congratulated Mr. Jadhav.

Mr. Nelsen addressed the issue of challenges and/or "growing pains" regarding Staff being required to return to the Office as necessary. Mr. Nelsen stated that ACERA Managers/Supervisors continue to make improvements regarding team-building opportunities and monitoring employees' productivity, work, etc. when employees work remotely.

Mr. Nelsen confirmed that the cost for the SACRS Conferences are not excluded from the *Board Travel Policy*.

CONFERENCE/ORAL REPORTS

Trustees Gamble and Levy stated they are attending the Council of Institutional Investors (CII) Spring Conference in March 2023.

Trustee Levy stated he is working with Investment Department Staff to gather information regarding Proxy Voting.

ANNOUNCEMENTS

None.

BOARD INPUT

Trustee Levy stated that Milken has been more inclusive regarding public plans and that he may possibly attend this year's Global Conference. Trustees who attend the Milken Global Conference expressed their reasons for attending and indicated Milken is a very informative Conference.

To view the February 16, 2023 Board meeting in its entirety, click on the link below:
<https://youtu.be/m-kr0d7T6Eo>.

ADJOURNMENT

The meeting was adjourned at approximately 3:03 p.m.

Respectfully Submitted,



David Nelsen
Chief Executive Officer

03/16/23

Date Adopted

**APPENDIX A
REPORT ON SERVICE RETIREMENTS**

AINDOW, Dena M.
Effective: 9/17/2022
Social Service Agency

ALDRIDGE, Leonard E.
Effective: 12/10/2022
Public Works Agency

CHANG, Chi J.
Effective: 11/26/2022
Social Service Agency

CHENG, Kit Y.
Effective: 12/10/2022
Sheriff's Office

DOZIER, Cynthia S.
Effective: 11/24/2022
Social Service Agency

LASSO, Chanthal P.
Effective: 11/19/2022
Probation

LEWIS, Kevin
Effective: 11/29/2022
Sheriff's Office

LOCHIN, Glenford A.
Effective: 12/1/2022
Alameda Health System

MARAMREDDY, Neeraja
Effective: 11/19/2022
Alameda Health System

MCINTYRE, Jean L.
Effective: 11/27/2022
Alameda Health System

MEDEIROS, Brian K.
Effective: 12/9/2022
District Attorney

NOBLES, Donald R.
Effective: 12/7/2022
District Attorney

OZUNA, Luz
Effective: 12/10/2022
Alameda Health System

RODGER, Gary L.
Effective: 12/10/2022
Sheriff's Office

SAETEURN, Nai F.
Effective: 11/29/2022
Alameda Health System

SPROUL, Gary D.
Effective: 11/15/2022
Health Care Service Agency

SWISHER, Scott A.
Effective: 11/24/2022
District Attorney

TABET, Christine M.
Effective: 12/10/2022
Alameda Health System

VALENCIA, Carlos
Effective: 12/1/2022
Auditor-Controller

WALKER, Ellen
Effective: 11/29/2022
Health Care Service Agency

WILKINS, Vicki L.
Effective: 12/10/2022
Public Defender

WONG, Jack
Effective: 12/10/2022
Treasurer -Tax Collector

WU, Joanne
Effective: 12/13/2022
Treasurer -Tax Collector

**APPENDIX B
LIST OF DEFERRED RETIREMENTS**

BATES, Marcus D.
General Services Agency
Effective: 10/19/2022

MITLO, Jennifer G.
District Attorney
Effective: 11/7/2022

HERETH, Kristi L.
Superior Court
Effective: 10/31/2022

MOMOH, Imoudu
Health Care Services Agency
Effective: 11/11/2022

JACKSON, Malik R.
Sheriff's Office
Effective: 12/9/2022

NEVILLE, Nichele L.
Superior Court
Effective: 11/3/2022

JAUREGUI, Patricia E.
Alameda Health System
Effective: 11/21/2022

PETERSON-FISHER, Gretchen E.
Superior Court
Effective: 11/30/2022

JOHNSON, Jeaneen
Health Care Services Agency
Effective: 10/2/2022

PORTILLANO, Criza A.
Social Services Agency
Effective: 10/28/2022

KARANKI, Divya
Information Technology
Effective: 11/14/2022

QUINTERO, Raul I.
Sheriff's Office
Effective: 11/26/2022

KUDILIL, Nelson
Alameda Health System
Effective: 11/25/2022

RAJU, Justin
Housing Authority
Effective: 11/11/2022

LEMASTERS, Shannan R.
Alameda Health System
Effective: 11/29/2022

RAMOS, Giovanna F.
District Attorney
Effective: 12/16/2022

LOVILLE, La'jae S.
Social Services Agency
Effective: 11/1/2022

REYNOSO, Gladys
Probation
Effective: 11/29/2022

MANTERNACH, Bryan S.
Information Technology
Effective: 11/30/2022

RIAZ, Sheetal
Alameda Health System
Effective: 11/23/2022

MCGUINNESS, Sophie A.
Community Development Agency
Effective Date: 11/14/2022

ROMERO, Alex
Social Services Agency
Effective: 11/30/2022

MCNAMEE, Robert F.
Superior Court
Effective: 12/16/2022

RUIZ, Genesis M.
Probation
Effective: 12/13/2022

**APPENDIX B
LIST OF DEFERRED RETIREMENTS**

SANTAMARIA, Vicente
Public Works Agency
Effective: 12/30/2022

SIMPSON, Quintera K.
District Attorney
Effective: 12/26/2022

SMITH-GRADY, Tyrisha G.
Social Services Agency
Effective: 11/21/2022

SOU, Mary
Social Services Agency
Effective: 12/9/2022

TAI, Charlotte
Superior Court
Effective: 12/16/2022

THOMAS, Shane D.
Probation
Effective: 12/9/2022

TING, Sarah W.
Board of Supervisors
Effective: 1/2/2023

TUMMINGS, Bianca M.
Information Technology
Effective: 12/23/2022

URBANO, Chona A.
Alameda Health System
Effective: 11/30/2022

URZUA, Sonia
Community Development Agency
Effective: 1/6/2023

VONG, Vien J.
Human Resource Services
Effective: 12/23/2022

WASTENEY, Lauren M.
Social Services Agency
Effective: 12/23/2022

WEEKES, Camille C.
Superior Court
Effective: 12/2/2022

WILCOX, Elizabeth A.
Human Resource Services
Effective: 1/6/2023

WILLIAMS, Tiffany G.
Social Services Agency
Effective: 11/28/2022

WINTERS THOMAS, Liana K.
Human Resource Services
Effective: 1/6/2023

WONG, Jay C.
Sheriff's Office
Effective: 12/23/2022

YAN, Qi Y.
Public Works Agency
Effective Date: 11/25/2022

**APPENDIX C
LIST OF DECEASED MEMBERS**

ALEXANDER JR., Jason
Non-Mbr Survivor of Charlene Alexander
12/25/2022

LAUREL, Maria
Non-Mbr Survivor of John Laurel
1/7/2023

ANDERSON, David
Non-Mbr Survivor of Sharon M. Anderson
12/31/2022

MARR, Nancy
Non-Mbr Survivor of William Marr
11/20/2022

ANDERSON, David
Sheriff's Office
12/31/2022

MARTIN, Earnesteen
Alameda Health System
12/23/2022

BANNISTER, Rufina
Alameda Health System
12/8/2022

MATZEK, Mary
Non-Mbr Survivor of George Matzek
12/23/2022

BELLERIVE, James
District Attorney Office
1/24/2023

RAPP, Linda
Probation Department
9/10/2022

CAMPBELL, Jessie
Non-Mbr Survivor of Edward Campbell
12/10/2022

REID, Robert
Non-Mbr Survivor of Christel Reid
12/30/2022

CRARY, Eleanor
Library
12/24/2022

RENO, Deborah
Non-Mbr Survivor of Robert Reno
12/2/2022

FULLER, Lawrence
Sheriff's Office
1/10/2023

SERVATKA, Barbara
Superior Court
1/20/2023

JACOBS, Alberta
Behavioral Health Care Services
1/21/2023

SUURONEN, Norma
District Attorney Office
1/9/2023

VILLANUEVA, Amado
General Services Agency
1/8/2023

APPENDIX E
APPROVE UNCONTESTED STAFF RECOMMENDATIONS ON
DISABILITY RETIREMENTS AND DEATH BENEFITS

Name: Caron, William
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. Caron's application for a service-connected disability, and waiving future annual medical examinations and questionnaires at this time.

Name: Matheny, Thomas
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. Matheny's application for a service-connected disability, and waiving future annual medical examinations and questionnaires at this time.

Name: Mensinger, Maegan
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. Mensinger's application for a service-connected disability, and waiving future annual medical examinations and questionnaires at this time.
