



**Alameda County Employees' Retirement Association  
BOARD OF RETIREMENT**

**OPERATIONS COMMITTEE/BOARD MEETING  
NOTICE and AGENDA**

**ACERA MISSION:**

*To provide ACERA members and employers with flexible, cost-effective, participant-oriented benefits through prudent investment management and superior member services.*

**Wednesday, April 6, 2011  
9:00 a.m.**

<b>LOCATION</b>	<b>COMMITTEE MEMBERS</b>	
<b>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</b>	<b>ELIZABETH ROGERS, CHAIR</b>	<b>ELECTED GENERAL</b>
	<b>OPHELIA BASGAL, VICE CHAIR</b>	<b>APPOINTED</b>
	<b>KEITH CARSON</b>	<b>APPOINTED</b>
	<b>GEORGE DEWEY</b>	<b>APPOINTED</b>
	<b>LIZ KOPPENHAVER</b>	<b>ELECTED RETIRED</b>

Should a quorum of the Board attend this meeting, this meeting shall be deemed a joint meeting of the Board and Committee.

The order of agenda items is subject to change without notice. Board and committee agendas and minutes are available online at [www.acera.org](http://www.acera.org).

The Retirement Board will provide reasonable accommodations for persons with disabilities and other issues of accessibility who plan to attend Board meetings. Please contact ACERA at (510) 628-3000 to arrange for accommodation.

All writings that are distributed to a majority of members of the ACERA Board of Trustees in connection with a matter subject to discussion at an open meeting of the Board or one of its Committees are public records within the meaning of the California Public Records Act and are available for inspection upon request, unless the writings are privileged or otherwise exempt from disclosure under the provisions of the California Public Records Act. Please contact (510) 628-3000 to request to inspect documents. Documents will be made available at ACERA, 475 14<sup>th</sup> Street, Oakland, California.

# ***OPERATIONS COMMITTEE/BOARD MEETING***

NOTICE and AGENDA, Page 2 of 3 – Wednesday, April 6, 2011

**Call to Order:** 9:00 a.m.

## **Action Items: Matters for Discussion and Possible Motion by the Committee**

### **1. Employer Transmittal Exception Completion Plan**

Discussion and possible motion to approve an increase in the 2011 approved budget of \$141,000 for the appointment of three (3) temporary staff in order to complete the payroll transmittal exception project

- Rose Kwong

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

### **1. Monthly Financial Statements**

Financial update for the period ending February 28, 2011

- JP Singh

### **2. Total Operating Expenses – Budget vs Actual as of February 28, 2011**

Report on the status of ACERA's budget as of February 28, 2011

- JP Singh

### **3. Statement of Reserves**

Statement of Reserves as of December 31, 2010 and the report on the interest posted to Member and Employer accounts for the six months ended December 31, 2010

- JP Singh

### **4. Active and Deferred Member Statements**

Report on the Member Statements to be provided to active and deferred members for the year ending December 31, 2010

- Michael Fara

### **5. Human Resources Staffing Report**

Quarterly report on position vacancies

- Victoria Arruda

## **Trustee/Public Input**

# ***OPERATIONS COMMITTEE/BOARD MEETING***

**NOTICE and AGENDA, Page 3 of 3 – Wednesday, April 6, 2011**

## **Future Discussion Items**

- Enterprise Document Management System (EDMS) Update
- Web Member Services Update
- RFP for Great Plains Support
- Fiduciary Liability Coverage

## **Establishment of Next Meeting Date**

May 4, 2011 at 9:00 a.m.