



**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 7, 2010
9:00 a.m.**

LOCATION	COMMITTEE MEMBERS	
ACERA C.G. "BUD" QUIST BOARD ROOM 475 14TH STREET, 10TH FLOOR OAKLAND, CALIFORNIA 94612-1900 MAIN LINE: 510.628.3000 FAX: 510.268.9574	ELIZABETH ROGERS, CHAIR	ELECTED GENERAL
	DALE AMARAL, VICE CHAIR	ELECTED SAFETY
	OPHELIA BASGAL	APPOINTED
	KEITH CARSON	APPOINTED
	LIZ KOPPENHAVER	ELECTED RETIRED

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.

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 14th Street, Oakland, California.

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Call to Order: 9:00 a.m.

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

- 1. Discussion and possible motion regarding amendment to Section III, C) of the Board Travel Policy**
 - Robert Gaumer

- 2. Discussion and possible motion regarding the finalization of the CEO's evaluation and compensation for calendar year 2009**
 - Victoria Arruda
 - Robert Gaumer

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

- 1. Statement of Reserves**

Statement of Reserves as of December 31, 2009 and the report on the interest posted to Member and Employer accounts for the six months ended December 31, 2009

 - JP Singh

- 2. Monthly Financial Statements**

Financial update for the period ending February 28, 2010

 - JP Singh

- 3. Total Operating Expenses – Budget vs Actual as of February 28, 2010**

Report on the status of ACERA's budget as of February 28, 2010

 - JP Singh

- 4. Enterprise Document Management System (EDMS)**

Update on the Enterprise Document Management System

 - Catherine Walker (for Latrena Walker)

- 5. Active and Deferred Member Statements**

Report on the Member Statements to be provided to active and deferred members for the year ending December 31, 2009

 - Michael Fara

- 6. Service Purchase Requests**

Report on service purchase requests and purchases made as a result of those requests

 - Rose Kwong

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7. Human Resources Staffing Report

Quarterly report on position vacancies

- Victoria Arruda

8. Participating Employer Exceptions

Report on the plan for addressing employer exceptions

- Kathy Foster

Trustee/Public Input

Future Discussion Items

- Call Center Report
- APMC Work Group Update
- Outside Legal Counsel Report
- Going Green Initiative
- Annual Medical Examinations

Establishment of Next Meeting Date

May 5, 2010 at 9:00 a.m.