



Alameda County Employees' Retirement Association
BOARD OF RETIREMENT

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, April 18, 2019
2:00 p.m.

LOCATION	BOARD OF RETIREMENT - 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	GEORGE WOOD CHAIR	ELECTED GENERAL
	HENRY LEVY FIRST VICE-CHAIR	TREASURER
	ELIZABETH ROGERS SECOND VICE-CHAIR	ELECTED GENERAL
	DALE AMARAL	ELECTED SAFETY
	OPHELIA BASGAL	APPOINTED
	KEITH CARSON	APPOINTED
	TARRELL GAMBLE	APPOINTED
	JAIME GODFREY	APPOINTED
	LIZ KOPPENHAVER	ELECTED RETIRED
	NANCY REILLY	ALTERNATE RETIRED¹
DARRYL L.WALKER	ALTERNATE SAFETY²	

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. **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 BOARD and COMMITTEE MINUTES:**
March 21, 2019 Minutes of the Regular Board Meeting
April 3, 2019 Operations Committee Minutes
April 3, 2019 Retirees Committee Minutes
April 17, 2019 Investment Committee Minutes
 - I. **MISCELLENOUS MATTERS:**
Quarterly Report on Member Underpayments and Overpayments

Pay Code 42K for the County:
Designate Pay Item 42K – Process Training Duties as compensation earnable for Tier 1, 2, and 3 legacy members, based on Government Code Section 31461; and pensionable compensation for Tier 4 PEPRAs members, based on Government Code Section 7522.34.

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

REGULAR CALENDAR
REPORTS AND ACTION ITEMS

5. DISABILITIES, RECOMMENDATIONS AND MOTIONS:

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

1. Spikes, Cecile Eligibility Services Technician III Alameda County
Service: 20.85791 Years Social Service Agency
Application for Service Connected Disability

6. COMMITTEE REPORTS, RECOMMENDATIONS AND MOTIONS:

A. Operations:

1. Summary of the April 3, 2019, Meeting.

B. Retirees:

1. Summary of the April 3, 2019, Meeting.

C. Investment:

1. Summary of the April 17, 2019, Meeting.

D. Actuarial:

1. Summary of the April 18, 2019, Meeting.

E. Governance:

1. Summary of the April 18, 2019, Meeting.
2. Motion that the Board update the *Electronic Tablet Policy* with or without revisions.
3. Motion that the Board update the *Board Communication Policy* with or without revisions.
4. Motion that the Board update the *Media Communication Policy* with or without revisions.

F. Audit:

1. Summary of the April 18, 2019, Meeting.
2. Motion that the Board extend William, Adley & Company's contract to perform audits for calendar years 2019 and 2020.

7. NEW BUSINESS:

A. Motion to direct the Chief Executive Officer (or his Designee) on how to vote on the following SACRS Business Items at the SACRS Spring Conference (Business Meeting):

1. 2019-2020 Board of Directors Elections; and
2. 2017-2018 Audit.

B. Chief Executive Officer’s Report.

8. CONFERENCE REPORTS/ORAL REPORTS:

9. ANNOUNCEMENTS:

10. BOARD INPUT:

11. CLOSED SESSION:

A Existing Litigation pursuant to Government Code (GC) Section 54956.9(d)(1):

- *Alameda Health System v. ACERA*, Alameda County Superior Court, No. RG19006178 (Update).
- *ACERA v. Reed*, Alameda County Superior Court, No. RG18923790.

B. Personnel Matter pursuant to Government Code Section 54957 & 88 Ops. Cal. Atty. Gen. 16 – Application of Cecile Spikes for Disability Retirement – Alameda County Social Services Agency.

12. REPORT ON ACTION TAKEN IN CLOSED SESSION:

13. ESTABLISHMENT OF NEXT MEETING:

Thursday, May 16, 2019 at 2:00 p.m.

14. ADJOURNMENT:

APPENDIX A
APPLICATION FOR SERVICE RETIREMENT

ACOSTA, Julita G.
Social Services Agency
Effective: 2/23/2019

DA SILVA, Miriam E.
Child Support Services
Effective: 2/23/2019

AQUINO, Rosalinda
General Services Agency
Effective: 2/23/2019

DATING, Pedro V.
Superior Court
Effective: 1/26/2019

AUSTIN, Alice M.
Superior Court
Effective: 2/9/2019

DITTA, Raj K.
Social Services Agency
Effective: 10/1/2018

BAGUS, Meriam G.
Alameda Health System
Effective: 12/29/2018

DROBNER, Sherry
Library
Effective: 3/2/2019

BAUZON, Luisa D.
Social Services Agency
Effective: 2/9/2019

DURYEA, Gary W.
Assessor
Effective: 1/11/2019

BERUMEN, Adelina O.
Probation
Effective: 12/29/2018

FITZGERALD, Louella K.
Social Services Agency
Effective: 2/23/2019

BRANAGH, Fiona A.
Health Care Services Agency
Effective: 2/15/2019

GARRETT, Donald A.
Information Technology
Effective: 2/23/2019

BRISTOW, Stacey E.
Community Development Agency
Effective: 12/31/2018

HANGER, Alan J.
Public Works
Effective: 12/28/2018

BROWN, Valerie M.
Superior Court
Effective: 1/14/2017

HANNY, Joanne B.
Sheriff's Office
Effective: 2/2/2019

BURKE, Susan J.
Alameda Health System
Effective: 2/2/2019

HARRIS, Darrell
Alameda Health System
Effective: 1/14/2019

CROSBY, John
Alameda Health System
Effective: 12/30/2017

HENRY, Andrea
Probation
Effective: 2/8/2019

CUISON, Corazon F.
Alameda Health System
Effective: 10/1/2018

JOLLIFF, Brent I.
Sheriff's Office
Effective: 10/21/2018

**APPENDIX A
APPLICATION FOR SERVICE RETIREMENT**

JOSEPH, Brent L.
Assessor
Effective: 12//28/2018

PECK, Paula R.
Alameda Health System
Effective: 2/2/2019

LEE, Eileen H.
Auditor Office
Effective: 11/21/2018

PECKHAM, Jinni
Social Services Agency
Effective: 1/1/2019

LLARENA, Zenaida B.
Superior Court
Effective: 2/9/2019

PERAZA, Christine A.
Social Services Agency
Effective: 12/29/2018

LUANGRATH, Kongdeuan
Social Services Agency
Effective: 2/23/2019

PEREZ, Sherna S.
Superior Court
Effective: 2/20/2019

MAHER, Victoria G.
Child Support Services
Effective: 10/20/2018

PETERS, Steven R.
Alameda Health System
Effective: 9/22/2018

MAZER, Shelly J.
Social Services Agency
Effective: 2/9/2019

PETERSEN, Darryl E.
Zone 7
Effective: 2/23/2019

MCKELVEY, Douglas L.
Fire Department
Effective: 12/30/2018

REARDON, Roberto J.
Health Care Services Agency
Effective: 2/14/2019

MENA, Maria D.
Alameda Health System
Effective: 9/19/2018

RODRIGUEZ, Joaquin G.
Alameda Health System
Effective: 11/25/2017

MILLER, Rebecca E.
Sheriff's Office
Effective: 2/21/2019

RODRIGUEZ, Rosa M.
Alameda Health System
Effective: 7/28/2018

MOYER, Kellie J.
Auditor Office
Effective: 12/29/2018

RUSSELL, Gary M.
General Services Agency
Effective: 2/23/2019

OWENS, Coart B.
Superior Court
Effective: 1/9/2019

SINGLETON, Herbert G.
Health Care Services Agency
Effective: 2/23/2019

PAGE, Seth M.
Health Care Services Agency
Effective: 2/23/2019

STEEDMAN, Mary Ann
Health Care Services Agency
Effective: 3/31/2018

**APPENDIX A
APPLICATION FOR SERVICE RETIREMENT**

STOKES, Imelda
Social Services Agency
Effective: 2/9/2019

THIBODEAUX, Derron R.
Probation
Effective: 1/25/2019

VARGAS, Carmen D.
Health Care Services Agency
Effective: 2/23/2019

WILLIAMS, Hazel L.
Alameda Health System
Effective: 10/21/2018

WILLIS, Sherrienne
Health Care Services Agency
Effective: 2/23/2019

WILSON, Shawn G.
Sheriff's Office
Effective: 2/9/2019

WRIGHT, Joe M.
Sheriff's Office
Effective: 2/23/2019

YU, Anita M. Y.
Social Services Agency
Effective: 2/23/2019

ZERNICKE, Mary L.
Social Services Agency
Effective: 12/31/2018

APPENDIX B
APPLICATION FOR DEFERRED RETIREMENT

CHAN, Wai Kan
Alameda Health System
Effective Date: 3/15/2019

STARRATT, Michelle L.
Community Development Agency
Effective: 12/14/2018

CLARK, Ilona N.
Alameda Health System
Effective: 2/19/2019

STAVERT, Carol A.
Sheriff's Office
Effective: 9/3/2018

MCCLEOD, Marquette N.
Social Services Agency
Effective: 1/3/2019

STUART, Becky K.
Alameda Health System
Effective: 11/28/2018

MILLER, Sylvia C.
Health Care Services Agency
Effective: 2/5/2019

TEIXEIRA, Sabrina C.
General Services Agency
Effective: 10/12/2018

MITCHELL, Tina L.
Social Services Agency
Effective: 2/22/2019

TORRES, Ronald J.
Health Care Services Agency
Effective: 10/5/2018

NGUYEN, Kathy T.
Sheriff's Office
Effective: 2/8/2019

VELAZQUEZ, Adriana
Health Care Services Agency
Effective Date: 12/20/2018

REYES, Andree M.
Health Care Services Agency
Effective: 12/21/2018

WAHLIN, Sara C.
Alameda Health System
Effective: 11/25/2018

SAECHAO, Muang S.
Social Services Agency
Effective: 10/5/2018

WARREN, Kenya L.
Social Services Agency
Effective: 9/7/2018

SEIS, Jennifer K.
Information Technology
Effective: 1/4/2019

WILLIAMS, Rosemary
Alameda Health System
Effective: 11/28/2018

SMITH, Adrian
Alameda Health System
Effective: 10/5/2018

WRIGHT, Jason
Child Support Services
Effective: 11/30/2018

ZULLO, Paul F.
Zone 7
Effective: 8/17/2018

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

ROWLAND, April M.
Child Support Services
Effective: 1/10/2019

TRAN, Jennifer L.
Alameda Health System
Effective: 7/6/2018

SALCEDO, Angelo B.
Information Technology
Effective: 1/3/2019

TRAVER, Seri M.
General Services Agency
Effective: 9/28/2018

SANCHEZ, Alexis
Auditor-Controller
Effective: 11/14/2018

URIBE, Julissa R.
Social Services Agency
Effective: 1/2/2019

SANDOVAL, Mario R.
Alameda Health System
Effective: 11/9/2018

VANIA, Neville D
Superior Court
Effective: 8/10/2018

SHALEHA, Shama
Sheriff's Office
Effective: 1/26/2019

WALKER, Stefanie A.
County Administrator
Effective: 10/5/2018

SHRIVASTAVA, Aditi
Social Services Agency
Effective: 9/5/2018

WALLACE, Siobhan D.
Social Services Agency
Effective: 2/15/2019

SPILLY, Stacey A.
Health Care Services Agency
Effective: 9/10/2018

WHITE, Olivia C.
County Counsel
Effective: 7/21/2018

STEIGER, Shonette M.
Alameda Health System
Effective: 8/10/2018

WHITESIDE, Staci M.
Alameda Health System
Effective: 8/16/2018

TOPETE, Javier R.
Probation
Effective: 12/13/2018

WILEY, Anna S.
District Attorney
Effective: 9/18/2018

WILSON, Santia Y.
Social Services Agency
Effective: 10/19/2018

WU, Daryl T.
Alameda Health System
Effective: 8/31/2018

**APPENDIX D
LIST OF DECEASED MEMBERS**

Alva, Imelda
Auditor-Controller
3/3/2019

Johnson, Wilma
Health Care Services Agency
3/3/2019

Brown, Kevin
Sheriff's Office
3/3/2019

Mena, Angelie
Social Services Agency
1/19/2019

Chelciu, Paul
LARPD
11/1/2016

Means, Bud
Public Works Agency
1/31/2019

Collier, Mary
Superior Court
3/5/2019

Mendoza, Esther
Health Care Services Agency
3/7/2019

Compton, Sara
Assessor
3/11/2019

Murase, Marilyn
Social Services Agency
1/31/2019

Freeland, Ruby
Alameda Health System
3/5/2019

Nguyen, Phung
Social Services Agency
1/6/2019

Giannell, Marilyn
Social Services Agency
2/27/2019

Patterson, Joice
Community Development Agency
3/7/2019

Hatchett, Annie
Alameda Health System
2/19/2019

Pearson, Tilda
Non-Mbr Survivor of Benit Pearson
2/19/2019

Hout, Carmel
Superior Court
2/27/2019

Porter, John C.
Superior Court
2/1/2019

Isaac, Jennifer
Non-Mbr Survivor of James Isaac Jr
3/21/2019

Resburg, Thomas
Health Care Services Agency
3/20/2019

Jackson, Dorene
Social Services Agency
1/3/2019

Robinson, Esther
Registrar of Voters
1/19/2019

**APPENDIX D
LIST OF DECEASED MEMBERS**

Rotermund, Nicholas
Sheriff's Office
2/17/2019

Sheppard, Jeanette
Library
1/23/2019

Schramm, Catherine
Alameda Health System
2/17/2019

Smith, James
General Services Agency
2/16/2019

Schwartz, Barbara
Probation
3/10/2019

Wilson, Marie
Social Services Agency
2/24/2019

Scott, Louisa
Non-Mbr Survivor of James Scott
3/21/2019

Wysock, Jo-Anne
Non-Mbr Survivor of David Wysock
3/23/2019

APPENDIX F
APPLICATION FOR DISABILITY RETIREMENT

Name: **Cardoza, Roy**
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. Cardoza's application for a service connected disability. Since Mr. Cardoza is over 55 years old, future annual medical examinations will not be required.

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

Name: **Moore, Gloria**
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. Moore's application for a service connected disability. Since Ms. Moore is over 55 years old, future annual medical examinations will not be required.

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

Name: **Neils, Adam**
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. Neils' application for a service connected disability and requiring future annual medical examinations and questionnaires.

APPENDIX F
APPLICATION FOR DISABILITY RETIREMENT

Name: Rios, Benjamin
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. Rios' application for a service connected disability. Since Mr. Rios is over 55 years old, future annual medical examinations will not be required.

Name: Romine, Leitriss
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. Romine's application for service-connected disability, and requiring future annual medical examinations and questionnaires.

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

Name: Washington, Abb
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 to continue the allowance for Mr. Washington's service connected disability. Since Mr. Washington is over 55 years old, future annual medical examinations will not be required.

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

March 21, 2019
Minutes of the Regular Board Meeting
For approval under April 18, 2019
Board “Consent Calendar”



ALAMEDA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION
BOARD OF RETIREMENT
MINUTES

Thursday, March 21, 2019

Chair George Wood called the meeting to order at 2:00 p.m.

Trustees Present: Dale Amaral
Ophelia Basgal
Keith Carson
Tarrell Gamble
Jaime Godfrey
Liz Koppenhaver
Elizabeth Rogers
George Wood
Nancy Reilly (*Alternate*)
Darryl Walker (*Alternate*)

Trustees Excused: Henry Levy

Staff Present: Margo Allen, Fiscal Services Officer
Victoria Arruda, Human Resource Officer
Angela Bradford, Executive Secretary
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

Staff Excused: Sandra Dueñas-Cuevas, Benefits Manager

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 COMMITTEE and BOARD MINUTES

February 21, 2019 Actuarial Committee Minutes
February 21, 2019 Audit Committee Minutes
February 21, 2019 Minutes of the Regular Board Meeting

MISCELLANEOUS MATTERS:

Operating Expenses for the period ended January 31, 2019

19-20

It was moved by Liz Koppenhaver seconded by Jaime Godfrey, and approved by a vote of 4 yes (*Basgal, Godfrey, Koppenhaver, Wood*), 0 no, and 1 abstention (*Rogers*) (*Dale Amaral and Darryl Walker recused themselves because one or more of the consent calendar items involved their employing Departments*):

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

**REGULAR CALENDAR
REPORTS AND ACTION ITEMS**

DISABILITIES, CURRENT AND CONTINUING RECOMMENDATIONS AND MOTIONS

None.

COMMITTEE REPORTS, RECOMMENDATIONS AND MOTIONS

*Note: Per Committee Chairs, copies of the Committee meeting minutes were available for attendees. All **February** Committee meeting minutes are posted on the ACERA website (www.acera.org) after approval at the **March 21, 2019**, Board meeting. There were no Committee meetings and/or Committee reports for the month of March 2019.*

NEW BUSINESS:

SACRS Voting Proxy

Mr. Nelsen presented his March 21, 2019, memo requesting to vote ACERA's Proxy on behalf of the Board of Retirement at the upcoming SACRS Spring Conference Business Meeting. Mr. Nelsen recommended Assistant Chief Executive Officer (CEO) Kathy Foster and Board Trustee Liz Koppenhaver as the designated first and second alternate voting delegates, respectively, in the event he is unable to vote.

19-21

It was moved by Dale Amaral and seconded by Elizabeth Rogers that the Board direct CEO Dave Nelsen to vote ACERA's proxy on behalf of the Board of Retirement at the upcoming SACRS Spring Conference Business Meeting. The Board also designates ACERA Assistant CEO Kathy Foster as the first alternate voting delegate and designates Board Trustee Liz Koppenhaver as a second alternate voting delegate in the event Mr. Nelsen is unable to vote. The motion carried 6 yes (*Amaral, Basgal, Godfrey, Koppenhaver, Rogers, Wood*), 0 no, and 0 abstentions.

David Nelsen, Chief Executive Officer's Report

Mr. Nelsen presented his March 21, 2019, written CEO Report which provided an update on the following items: **1) Senior Manager Recruitment; 2) Committee/Board Action Items; 3) Conference Schedule; and 4) Other Items.**

Mr. Nelsen requested that the Board please submit their completed Form 700s by the April 2, 2019 due date. Chief Counsel Kathy Mount explained that one of the duties of the Form 700 Filing Officer is to ensure that the Trustees (and all other designated filers) submit their Form 700s by the required due date and non-compliance of this requirement could result in a fine, imposed by the Filing Officer, of up to \$100. It was noted that the Filing Officer is not obligated to report late submission of Form 700s to the Fair Political Practices Commission.

CONFERENCE REPORTS

Chair George Wood reported that he attended the CALAPRS General Assembly and stated that there is room for improvement; however, the session on the implementation of new pension system software was very good.

ANNOUNCEMENTS

Mr. Nelsen announced that the *Sons of the American Revolution* honored Trustee Dale Amaral with the *Law Enforcement Commendation Medal* for his 53 years of continuous public service in law enforcement.

Mr. Nelsen, the Board and Staff congratulated Investment Officer Phil Wogsberg on his retirement (March 29, 2019). It was noted that Mr. Wogsberg has been with ACERA for approximately 9 years and was very instrumental in building ACERA's Hedge Fund Investment portfolio, as well as other asset classes.

Mr. Nelsen presented a plaque to Trustee Tarrell Gamble in recognition for his service as ACERA's 2018 Board of Retirement Chair.

BOARD INPUT

Liz Koppenhaver thanked the Board and Staff for their attendance at the REAC Spring Luncheon and reported that Staff was very helpful in answering questions and providing information to the retirees. Trustee Koppenhaver also reported Gene Hilliard, Financial Advisor with Emerge Financial Group, also spoke at the Luncheon and did an excellent job in responding to retirees' questions regarding taxes and deferred compensation.

CLOSED SESSION

- A) Existing Litigation pursuant to Government Code Section 54956.9(d)(1):
Alameda Health System v. ACERA, Alameda County Superior Court, No. RG19006178.
- B) Government Code Section 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 Second Vice-Chair Elizabeth Rogers reported that the Board received an update on procedural issues in the *Alameda Health System v. ACERA* matter - the Board took no action.

Second Vice-Chair Rogers also reported that the Board discussed CEO Dave Nelsen's job performance and salary compensation.

19-22

It was moved by Ophelia Basgal and seconded by Dale Amaral that the Board increase the period of CEO Dave Nelsen’s Severance Package from the current three (3) months to six (6) months in lieu of a merit increase. The motion carried 8 yes (*Amaral, Basgal, Carson, Gamble, Godfrey, Koppenhaver, Rogers, Walker*), 0 no, and 0 abstentions.

ADJOURNMENT

The meeting adjourned at approximately 3:30 p.m.

Respectfully Submitted,



David Nelsen
Chief Executive Officer

4/18/19

Date Adopted

**APPENDIX A
APPLICATION FOR SERVICE RETIREMENT**

ABAWAG, Marilou S.
Effective: 1/12/2019
Public Works Agency

DE LUCCA, Jo Anne J.
Effective: 1/22/2019
Alameda Health Systems

ADAMS, Cora S.
Effective: 1/26/2019
Social Services Agency

DEMMINGS, Sandra M.
Effective: 3/31/2018
Sherrif's Office

ADAMS, Shelanda R.
Effective: 8/11/2018
Sherrif's Office

DIAMOND, Wanda N.
Effective: 12/29/2018
Social Services Agency

AHERN, Nancy T.
Effective: 1/27/2018
Sheriff's Office

DIANO-GABATO, Cesarina
Effective: 3/30/2018
Health Care Services Agency

ANCHUNDO, Cecilia
Effective: 1/12/2019
Superior Court

DORSEY, Mary E.
Effective: 1/12/2019
Alameda Health System

ANIASCO, Anthony C.
Effective: 3/21/2018
Sherrif's Office

FELBER, Marites H.
Effective: 1/12/2019
Assesor's Office

ANTES, Steven E.
Effective: 1/26/2019
Sherrif's Office

FLORES, Ramona B.
Effective: 1/3/2019
Housing Authority

BUTLER, Shirley H.
Effective: 1/1/2019
Social Services Agency

FONG-TSE, Daisy
Effective: 12/19/2018
Auditor-Controller

CHAMBERS, Carmen D.
Effective: 1/19/2019
Social Services Agency

GAREY, Margot
Effective: 12/30/2018
Public Defender's Office

CHUNG, Paul K.
Effective: 1/27/2019
Sherrif's Office

GNITECKI, Artur P.
Effective: 12/29/2018
Social Services Agency

COOPER, Neomia
Effective: 12/29/2018
Housing Authority

GOWER, Janet L.
Effective: 1/26/2019
Community Development Agency

APPENDIX A
APPLICATION FOR SERVICE RETIREMENT

GREEN, Marcus R.
Effective: 1/13/2019
Probation

LOZA-MUIERA, Barbara W.
Effective: 12/29/2018
Social Services Agency

GRIFFITTS, Steven F.
Effective: 12/30/2018
Sherrif's Office

MAJETTE, Anita V.
Effective: 1/26/2019
Information Technology

HASEMEYER, Ronald Charles
Effective: 1/12/2019
Agriculture

MANNING, Steven
Effective: 1/8/2019
Auditor-Controller

HENRY, Georgia M.
Effective: 12/30/2017
Alameda Health System

NEWBALL, Ninfa
Effective: 12/22/2018
Alameda Health System

HINTON, Robert
Effective: 12/29/2018
LARPD

NEWENS, Howard H.
Effective: 12/30/2018
Auditor-Controller

HOLLIS, Sharon K.
Effective: 1/13/2019
Probation

PINEDO, Hector S.
Effective: 12/31/2018
Probation-DEFERRED

HON, Alain K. P.
Effective: 1/12/2019
Social Services Agency

QUILL, John P.
Effective: 11/20/2018
Sherrif's Office

JACOBS, Jacquelyn K.
Effective: 12/29/2018
Health Care Services Agency

SHEA, Kathleen G.
Effective: 1/6/2019
Alameda Health System

JONES, Violet A.
Effective: 1/26/2019
Social Services Agency

SMITH, Linda
Effective: 10/5/2018
General Services Agency (Non-Member)

LAMBERT, William C.
Effective: 1/1/2019
Community Development Agency

STOCKARD-MITCHELL, Esther
Effective: 1/26/2019
Library

LINDA, Dianne M.
Effective: 6/2/2018
Sherrif's Office

STUBBS-HARDY, Antionette
Effective: 1/12/2019
Probation

**APPENDIX A
APPLICATION FOR SERVICE RETIREMENT**

SULLIVAN, Linda S.
Effective: 3/24/2018
Sherrif's Office

TSE, Rebecca C.
Effective: 1/26/2019
District Attorney

TARANTO, James F.
Effective: 1/26/2019
District Attorney

UBAKA, Aduni A.
Effective: 1/12/2019
Superior Court

TARBELL, Richard R.
Effective: 3/31/2018
Community Development Agency

UNITAN, Shari
Effective: 12/29/2018
Social Services Agency

THOMSEN, Deanna L.
Effective: 1/12/2019
Assesor's Office

VALDEZ, Cynthia B.
Effective: 1/16/2019
Human Resources Services

THOMSEN, Ronnie K.
Effective: 1/8/2019
Assesor's Office

WALLACE, Steven A.
Effective: 12/29/2018
General Services Agency

TSE, Frederick T.
Effective: 12/19/2018
Auditor-Controller

WONG, Yee K.
Effective: 6/1/2018
Social Services Agency

WYNN, Cheryl R.
Effective: 12/16/2018
Sheriff's Office

APPENDIX B
APPLICATION FOR DEFERRED RETIREMENT

HAIKINS, Hilda O.
General Services Agency
Effective Date: 1/11/2019

HERCE, Nino Ramon S.
Public Defender
Effective Date: 1/6/2019

HOLTON, Lakisha M.
Health Care Services Agency
Effective Date: 1/7/2019

HUANG, Esther Z.
Probation
Effective Date: 1/18/2019

JENKINS, Jamie S.
Social Services Agency
Effective Date: 12/21/2018

APPENDIX B-1
APPLICATION FOR NON VESTED DEFERRED

AMBION, Germe Anthony R.
Alameda Health Systems
Effective Date: 10/24/2018

HUOT, Kamsat
Social Service Agency
Effective Date: 1/11/2019

LAFITTE, Ileita P.
Alameda Health Systems
Effective Date: 1/18/2019

LEE, Sana
Alameda Health Systems
Effective Date: 1/6/2019

LEOPARDI, Christine A.
District Attorney's Office
Effective Date: 1/25/2019

**APPENDIX D
LIST OF DECEASED MEMBERS**

ANDREWS, Thomas L.
Non-Mbr Survivor of Geraldine
Andrews
1/27/2019

DE VALOIS, Rikki H.
Alameda County
1/21/2019

FORD, Odis D.
Non-Mbr Survivor of Ladine Ford
2/5/2019

GILMORE, Dolores M.
Alameda County
1/17/2019

HOM, James T.
Auditor-Controller
2/6/2019

KAPOSTINS, Pauline
Non-Mbr Survivor of Uldis Kapostins
2/16/2019

KILLINGSTAD, Mary R.
Non-Mbr Survivor of Jerry Killingstad
2/15/2019

LEVERONE, Lois H.
Alameda County
2/19/2019

LYONS, C. Dolores
Alameda Health Systems
1/25/2019

APPENDIX F
APPLICATION FOR DISABILITY RETIREMENT

Name: Algere, Tachia
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. Algere's application for a service connected disability and requiring future annual medical examinations and questionnaires.

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

Name: Ames, Lizra
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. Ames' application for a service connected disability and requiring future annual medical examinations and questionnaires.

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

Name: Bautista, Sandra
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. Bautista's application for a service connected disability and requiring future annual medical examinations and questionnaires.

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

APPENDIX F
APPLICATION FOR DISABILITY RETIREMENT

Name: Catalan, Yolanda
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, denying Ms. Catalan's application for service-connected disability, granting Ms. Catalan's application for a non-service connected disability and requiring future annual medical examinations and questionnaires.

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 require future annual medical examinations and questionnaires.

Name: Hayden, 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 Ms. Hayden's application for a service connected disability. Since Ms. Hayden is over 55 years old, future annual medical examinations will not be required.

APPENDIX F
APPLICATION FOR DISABILITY RETIREMENT

Name: Haynes, Uveli
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. Hayne'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 Mr. Hayne's ability to determine the permanency of his incapacity, to grant Mr. Hayne's request for an earlier effective date.

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 require future annual medical examinations and questionnaires.

Name: McMullen, Saundria
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. McMullen's application for a service connected disability and requiring future annual medical examinations and questionnaires.

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

**APPENDIX F
APPLICATION FOR DISABILITY RETIREMENT**

Name: Overall, Diahann
Type of Claim: Service Connected

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. Overall’s application for a service connected disability and waiving future annual medical examinations and questionnaires.

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

April 3, 2019
Operations Committee Minutes
For approval under April 18, 2019
Board “Consent Calendar”



Date: April 3, 2019
To: Members of the Operations Committee
From: Ophelia Basgal, Chair
Subject: Summary of the April 3, 2019, Operations Committee Meeting

Operations Committee Chair Ophelia Basgal called the April 3, 2019, Operations Committee Meeting to order at 9:30 a.m. Committee members present were Ophelia Basgal, Chair; Dale Amaral, Vice-Chair; Jaime Godfrey; and Henry Levy. Other Board members present were Liz Koppenhaver; Elizabeth Rogers; and Alternates Nancy Reilly and Darryl Walker. Staff present were David Nelsen, Chief Executive Officer; Margo Allen, Fiscal Services Officer; Kathy Foster, Assistant Chief Executive Officer; Kathy Mount, Chief Counsel; Harsh Jadhav, Chief of Internal Audit; Jessica Huffman, Benefits Manager; Betty Tse, Chief Investment Officer; Victoria Arruda, Human Resource Officer; and Vijay Jagar, Chief Technology Officer.

ACTION ITEMS

None

INFORMATION ITEMS

1. Operating Expenses as of February 28, 2019

Staff presented the year-to-date Budget vs. Actual Operating Expense Report. as of February 28, 2019, actual expenses were \$220 under budget. Budget overages noted were Professional Fees (\$3K over budget). Budget surpluses noted were Staffing (\$106K under budget), Staff Development (\$23K under budget), Office Expense (\$1K under budget), Member Services (\$51K under budget), Systems (\$17K under budget), and Board of Retirement (\$24K under budget).

2. Statement of Reserves

Staff reported on the Statement of Reserves and the interest posted to member and employer accounts for the six months ending December 31, 2018. For the six-month period ending December 31, 2018, approximately \$269.5 million of regular interest was credited to all the valuation reserve accounts, the 401(h) account and the SRBR at rate of 3.3861%.

TRUSTEE/PUBLIC INPUT

Ms. Basgal discussed a news article regarding Milwaukee County approving a deal to recoup \$1.5 million in pension overpayments as well as the National Association of State Retirement Administrators' (NASRA) survey on overpayments of retirement benefits.

RECOMMENDATIONS

None

ESTABLISHMENT OF NEXT MEETING DATE

The next meeting is scheduled for June 5, 2019, at 9:30 a.m.

MEETING ADJOURNED

The meeting adjourned at 9:58 a.m.

April 3, 2019
Retirees Committee Minutes
For approval under April 18, 2019
Board “Consent Calendar”



April 3, 2019

To: Members of the Retirees Committee

From: Liz Koppenhaver, Chair, Retired Trustee

Subject: Summary of the April 3, 2019 Retirees Committee Meeting

Committee Chair Liz Koppenhaver called the April 3, 2019 meeting to order at 10:30 a.m. Committee members present were Dale Amaral, Jamie Godfrey and Elizabeth Rogers. Also present were Ophelia Basgal, and Henry Levy, and alternate members Nancy Reilly and Darryl Walker. Staff present were David Nelsen, Chief Executive Officer; Kathy Foster, Assistant Chief Executive Officer; Margo Allen, Fiscal Services Officer; Kathy Mount, Chief Counsel; Betty Tse, Chief Investment Officer; Sandra Dueñas-Cuevas, Benefits Manager; Jessica Huffman, Benefits Manager; and Harsh Jadhav, Chief of Internal Audit.

PUBLIC INPUT

None.

ACTION ITEMS

There were no action items for the discussion.

INFORMATION ITEMS

Chair Koppenhaver moved the following item to the top of the agenda at the request of Trustee Rogers:

3. Discussion Regarding Active Death Equity Benefit

Staff reported that based on the Supplemental Retiree Benefit Reserve (SRBR) Policy, the Active Death Equity Benefit (ADEB) was discontinued effective December 31, 2012, at the discretion of the Board of Retirement due to decreasing SRBR sufficiency. This benefit was to be reviewed for consideration at a future date when the SRBR was believed to be sufficiently funded. Therefore, the Trustees requested this benefit be brought to the Retirees Committee for discussion. After much discussion, the Committee decided not to bring the ADEB benefit back for further consideration at this time.

1. Review of Revised 2019 Annual Retirees Committee Work Plan

Staff provided a revised proposed 2019 Retirees Committee Work Plan, which reflects the same meeting days as the Operations Committee. The only exception is that there is a need to schedule a July Retirees Committee meeting to take action on recommendations for the Monthly Medical Allowance, and review dental and vision plans renewal options.

2. Supplemental Retiree Benefit Reserve Financial Status

Staff presented a 10-year history of the Supplemental Retiree Benefit Reserve (SRBR) activity through December 31, 2018. The total interest credited to the SRBR for 2018 was approximately \$64.8 million of regular earnings, and \$10.6 million of excess earnings. Total deductions were approximately \$50.9 million. The December 31, 2018 ending balance was approximately \$919.5 million.

4. Discussion Regarding Retired Member (Lump Sum) Death Benefit

Staff reported that effective January 1, 2013, the Retired Member (lump sum) Death Benefit was reduced from \$5,000 to \$1,000, due to concerns about the sufficiency of the Supplemental Retiree Benefit Reserve (SRBR) projected payment period being close to 15 years. Staff provided information on the lump sum payment amounts paid by other '37 Act Systems, and estimated annual costs based on last year's total deaths at various benefit amounts. Trustees directed Staff to develop a survey to send to active members and retirees so they can indicate the priority of the benefits paid from the SRBR, to include the Retired Member (lump sum) Death Benefit and the Active Death Equity Benefit (ADEB) benefits. This draft survey will be brought back at the June Retirees Committee meeting for discussion and Trustee feedback.

5. Semi-Annual Report on ACERA's Wellness Program

Staff provided a presentation on ACERA's Wellness Program for 2019, which included information regarding ACERA retirees' chronic conditions and other lifestyle risks, plans for wellness walks and events, communications, and updates to the wellness website.

6. Via Benefits 2018 Year End Review

Via Benefits provided information on the current state of the marketplace related to Medicare and pre-65 retirees. In addition, Via Benefits provided 2018 call statistics for Medicare and pre-65 retirees, 2019 enrollment information, average premiums for Medicare plans, call metrics, carrier selections, customer satisfaction survey results, Health Reimbursement Arrangement (HRA) account activity; claims information; and service levels.

7. Miscellaneous Updates

Staff reported on the transition from the third party Health Reimbursement Arrangement/Account (HRA) administrator (PayFlex) to Via Benefits' in-house HRA administration, and the Via Benefits live informational seminars for participants who are aging into Medicare.

TRUSTEE REMARKS

None.

ESTABLISHMENT OF NEXT MEETING DATE

The next meeting is scheduled for June 5, 2019 at 10:30 a.m.

MEETING ADJOURNED

The meeting adjourned at 12:24 p.m.

April 17, 2019
Investment Committee Minutes
For approval under April 18, 2019
Board “Consent Calendar”



Date: April 18, 2019

To: Members of the Board of Retirement

From: Angela Bradford

A handwritten signature in blue ink that reads "Angela Bradford".

Subject: April Committee Minutes

Due to the unusual scheduling of Committee meetings this month, the following Committee minutes will be sent under separate cover for this month's Board meeting.

- Investment Committee (4/17/19)

Thank you.

**April 18, 2019 Actuarial
Committee Minutes
For approval under May 16, 2019
Board “Consent Calendar”**

**April 18, 2019 Governance
Committee Minutes
For approval under May 16, 2019
Board “Consent Calendar”**

**April 18, 2019 Audit
Committee Minutes
For approval under May 16, 2019
Board “Consent Calendar”**

**Quarterly Report on Member
Underpayments and Overpayments
For approval under April 18, 2019
Board “Consent Calendar”**



MEMORANDUM TO THE BOARD OF RETIREMENT

DATE: April 18, 2019

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 July 1, 2018 through December 29, 2018, 128 deaths occurred. There are 2 overpayments due to unreported deaths to report at this time. Staff is actively attempting to collect on these overpayments.

Staff Errors

The case on this report has previously been provided. (Note, the amount due has been adjusted due to the revision to the Recovery of Over and Underpayment of Member Benefits & Underpayment of Member Contributions Policy). There are no other overpayments due to staff errors to report.

Overpayments and Underpayments of Member Contributions

This report, which is for the period July 1, 2018 through December 29, 2018, 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 fourteen members who underpaid their mandatory employee contributions and nine members who overpaid their mandatory employee contributions. Staff reviewed and resolved each of the fourteen cases of incorrect payment. There were a total of 2,691 exceptions from all Participating Employers. The most common exception type was overpayments due to the Employers withholding retirement contributions based on the incorrect salary.

Attachments

**Overpayments of Retirement Allowance Due to Unreported Death
July 1, 2018 to December 29, 2018**

Benefit Type	Date of Death	Date ACERA was notified of Death	Last Check Issued	Net Receivable Owed	Staff's Comment
Service Retirement – Continuance	09/24/2018	10/08/2018	9/28/2018	\$ 2,109.58	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 –	06/26/2018	07/13/2018	06/29/2018	\$ 6,521.38	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				\$8,630.96	

**Report on Staff Errors - Overpayments
July 1, 2018 to December 29, 2018**

Payee #	Error Type	Overpayment Amount	Retiree/ Payee Age	Retiree / Payee Income	Payment Attempt
1	This is an ex-spouse who received community property share of retiree's allowance in error upon retiree's death in November of 2008. Legal interpretation of court order and law is that continuance of benefit should not have been paid.	\$140,079.71 – Revised amount after revision to ACERA's Recovery of Over and Overpayment of Member Benefits & Underpayment of Member Contributions Policy - \$115,414.30	72	Monthly income of \$1,518 from ACERA was terminated with the October 2015 payroll.	<p>Attorney reviewed ACERA's files and has provided a "Request for ACERA to Cease any Effort to Recoup any Alleged Pension Overpayments", dated 12/19/2016. Staff attempted to assess assets to determine whether compromise is appropriate due to hardship. Multiple requests to complete the hardship form were sent to the attorney and to payee with no response. Revised amount due letter sent in July 2018 due to revision to ACERA's Recovery Of Over And Underpayment Of Member Benefits & Underpayment Of Member Contributions Policy. Case was turned over to the Legal Department for further action. On Oct 9, 2018 ACERA filed a complaint-recovery of overpayment in Superior Court, Alameda County. Two additional letters sent 10/16/18 & 12/4/2018 requesting repayment and to discuss possible ways to resolve the filed lawsuit without resolution. Payee was served 12/10/2018. Deadline for response of defendant at Superior Court is 2/1/2019. Case Management Conference is scheduled 2/15/2019. No further updates at this time.</p>
Total Receivable Accrual		\$115,414.30			

**Active Members - Overpayments and Underpayments of Member Contributions
July 1, 2018 to December 29, 2018**

Alameda County					
	Amount	Date Discovered/Received	Date Completed	# of days to complete	Cause
Overpayments: 1	\$153.94	07/11/2018	08/17/2018	38	Contributions Reported over the Social Security Cap
2	\$394.57	09/14/2018	9/17/2018	4	Employer Withheld Contribution Based on Incorrect Salary
Underpayments: 1	\$94.78	10/09/2018	10/21/2018	13	Age Adjustment Due to Establishment of Reciprocity
2	\$96.55	07/24/2018	07/31/2018	8	Employer Withheld Contribution Based on Incorrect Salary
3	\$193.99	11/05/2018	11/12/2018	8	Contributions Reported under the Social Security Cap
Summary	<p align="center">Most Common Exception Type: Employer Withheld Contribution Based on Incorrect Salary Total Exceptions: 1304 % Above Exceptions of Total Exceptions: 0.38%</p>				

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	<p align="center">Most Common Exception Type: N/A Total Exceptions: 59 % Above Exceptions of Total Exceptions: 0.00%</p>				

Overpayments and Underpayments of Member Contributions – Continued

Alameda Health Systems					
	Amount	Date Discovered/ Received	Date Completed	# of days to complete	Cause
Overpayments: 1	\$78.99	09/17/2018	09/17/2018	1	Employer Withheld Contribution Based on Incorrect Salary
2	\$93.23	10/12/2018	10/12/2018	1	Employer Withheld Contribution Based on Incorrect Salary
3	\$149.25	10/12/2018	10/12/2018	1	Employer Withheld Contribution Based on Incorrect Salary
4	\$238.26	11/15/2018	11/15/2018	1	Employer Withheld Contribution Based on Incorrect Salary
5	\$1,090.90	9/5/2018	9/5/2018	1	Employer Withheld Contribution Based on Incorrect Salary
Underpayments: 1	\$51.81	09/27/2018	09/27/2018	1	Employer Withheld Contribution Based on Incorrect Salary
2	\$61.72	01/8/2019	01/8/2019	1	Employer Withheld Contribution Based on Incorrect Salary
3	\$86.10	09/27/2018	09/27/2018	1	Employer Withheld Contribution Based on Incorrect Salary
4	\$101.07	10/12/2018	10/12/2018	1	Employer Withheld Contribution Based on Incorrect Salary
5	\$144.95	10/16/2018	10/16/2018	1	Employer Withheld Contribution Based on Incorrect Salary
6	\$2,315.51	09/24/2018	09/26/2018	2	Employer Withheld Contribution Based on Incorrect Salary
Summary	<p style="text-align: center;">Most Common Exception Type: Employer Withheld Contribution Based on Incorrect Salary Total Exceptions: 1096 % Above Exceptions of Total Exceptions: 1.00%</p>				

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: 14 % 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: 11 % Above Exceptions of Total Exceptions: 0.00%				

Alameda County Superior Courts					
	Amount	Date Discovered/ Received	Date Completed	# of days to complete	Cause
Overpayments: 1	\$77.56	09/04/2018	09/04/2018	1	Employer Withheld Contribution Based on Incorrect Salary
2	\$1,942.80	09/21/2018	10/11/2018	21	Employer Withheld Contribution Based on Incorrect Salary
Underpayments: 1	\$56.55	11/16/2018	11/16/2018	1	Employer Withheld Contribution Based on Incorrect Salary
2	\$78.78	09/02/2018	09/02/2018	1	Employer Withheld Contribution Based on Incorrect Salary
3	\$118.34	10/12/2018	10/12/2018	1	Contributions Reported under the Social Security Cap
4	\$500.11	10/24/2018	10/29/2018	6	Employer Withheld Contribution Based on Incorrect Salary
5	\$535.60	10/23/2018	10/23/2018	1	Age Adjustment Due to Establishment of Reciprocity
Summary	Most Common Exception Type: Employer Withheld Contribution Based on Incorrect Salary Total Exceptions: 207 % Above Exceptions of Total Exceptions: 3.38%				

**Pay Code 42K for the County:
Designation of Pay Item 42K – Process
Training Duties as compensation earnable
for Tier 1, 2, and 3 legacy members, based
on Government Code Section 31461; and
pensionable compensation for Tier 4 PEPRA
members, based on Government
Code Section 7522.34
For approval under April 18, 2019
Board “Consent Calendar”**



MEMORANDUM TO THE BOARD OF RETIREMENT

DATE: April 18, 2019
TO: Members of the Board of Retirement
FROM: Sandra Dueñas-Cuevas, Benefits Manager *SDC*
SUBJECT: **Adoption of New Pay Item – Pay Code 42K for County**

Attached is a request from Dawn Duffy, of the Auditor-Controller Agency, with the County of Alameda (County) to review a new pay item to determine whether it meets the criteria of compensation earnable and pensionable compensation.

The pay item is Process Training Duties, code 42K. The Board of Supervisors of the County of Alameda approved the Alameda County Salary Ordinance Section 3-14.26 to state; Effective February 10, 2019, nine (9) persons occupying positions under Job Code 1128; six (6) persons occupying positions under Job Code 1129; and three (3) persons occupying Job Code 1120, assigned to the Probation Department Adult Information Services, Probation Center, Adult Investigations Probation Center, Hayward Office, and the ECHOJ, Dublin locations, who are required to provide process training, instruction, and desk cross-training due exclusively to the public safety risk and exposure associated with delaying the implementation of the CaseloadPro data systems requirements shall be compensated four percent (4%) above the base salary rate for a period of three (3) months commencing February 10, 2019 and not to exceed six (6) months, to August 31, 2019. This additional compensation shall have an expiration date of August 31, 2019 and shall be deleted from the Salary Ordinance upon the expiration date. The County has provided all required information for this item.

Because this pay item applies to more than one member in the classifications mentioned above, it will be considered compensation earnable for Tier 1, 2, and 3 legacy members, based on Government Code Section 31461, and pensionable compensation for Tier 4 PEPRA members, based on Government Code Section 7522.34 (see attached Government Code Sections).

Recommendation:

Staff recommends that the Board of Retirement designate Pay Item 42K – Process Training Duties as compensation earnable for Tier 1, 2, and 3 legacy members, based on Government Code Section 31461; and pensionable compensation for Tier 4 PEPRA members, based on Government Code Section 7522.34.

Attachments



ALAMEDA COUNTY
AUDITOR-CONTROLLER AGENCY
STEVE MANNING
AUDITOR-CONTROLLER/CLERK-RECORDER

REQUEST FOR ACERA'S REVIEW OF A NEW PAY ITEM/CODE

Employer Name:	County of Alameda
Date of Request	3/26/19
Employer Department Submitting the Request	Auditor-Controller's Agency
Contact Person/Employer (include title/position)	Dawn Duffy
Contact Person Telephone incl area code	(510) 272-6383
Contact Person Email address	dawn.duffy@acgov.org
Pay Item Name (and code Number)	42K Process Training Duties
Pay Item Effective Date per authorization:	2/10/19
State if additional documentation is attached	Yes

NOTE: The following information is required before ACERA can review and respond to the request. To meet ACERA's requirements, please provide substantive responses below or on a separate paper and return , with this form, all of the supporting documentation prior to issuing (paying) the pay item to any employee who is an ACERA member.

1. State the job classification of employees eligible for the pay item (i.e. Job Code 0499-Nurse Practitioners II may receive this pay item)

RESPONSE #1:

3-14.26 Effective February 10, 2019, nine (9) persons occupying positions under Job Code 1128; six (6) persons occupying positions under Job Code 1129; and three (3) persons occupying Job Code 1120, assigned to the Probation Department Adult Information Services, Probation Center, Adult Investigations Probation Center, Hayward Office, and the ECHOJ, Dublin locations,

2. State employment status of employees eligible to receive the pay item (i.e. full time employees, part time employees)

RESPONSE #2: Full Time

3. State the number of members or employees who are eligible to receive the pay item (i.e. all members or employees in a job classification eligible to receive the pay item, or "not to exceed one employee")

RESPONSE #3: 18

4. State whether pay item is for overtime or regular base pay

RESPONSE #4: Regular base pay

5. State whether pay item is calculated as a fixed amount or percentage of the base pay

RESPONSE #5: percentage

6. State whether the pay item is paid one time (i.e. incentive pay, referral pay, bonus, award)

RESPONSE #6: Paid for a specific duration of three months and not to exceed six months

Central Collections Division
1221 Oak St., Rm. 220
Oakland, CA 94612
Tel: (510) 208-9900
Fax: (510) 208-9932

Office of the Auditor-Controller
Melissa Wilk, Chief Deputy Auditor
1221 Oak St., Rm. 249
Oakland, CA 94612
Tel: (510) 272-6565
Fax: (510) 272-6502

Clerk-Recorder's Office
1106 Madison St., 1st Floor
Oakland, CA 94607
Tel: (510) 272-6362
Fax: (510) 208-9858



ALAMEDA COUNTY
AUDITOR-CONTROLLER AGENCY
STEVE MANNING
AUDITOR-CONTROLLER/CLERK-RECORDER

7. State whether the pay item is an ad hoc payment (i.e, stipend, payment for attending a meeting during the working hours, payment for attending a meeting during non-working hours)

RESPONSE #7: No

8. State whether the pay item is a reimbursement (i.e., car allowance, housing allowance, uniform allowance, mileage payment, cell phone allowance)

RESPONSE #8: No

9. State regular working hours of the employees who will receive the pay item (i.e., 37.5 hour workweek employees, 40 hour workweek employees)

RESPONSE #9: 37.5 hour workweek

10. State whether pay item is for work performed outside of the regular workweek (i.e., payment for work or services performed outside of the employee's 37.5 hour workweek, or outside the employee's 40 hour workweek)

RESPONSE #10: No

11. State whether the pay item if for deferred compensation

RESPONSE #11: No

12. State whether the pay item is for retro payments

RESPONSE #12: No

13. State whether the pay item is for accrued unused leaves (i.e., sick leave, annual leave, floating holiday, vacation, comp time)

RESPONSE #13: No

14. State whether the payment is compensation that had previously been provided in kind to the member by the employer or paid directly by the employer to a third party other than the retirement system for the benefit of the member or employee

RESPONSE #14: No

15. State whether the payment is severance or other payment in connection with or in anticipation of a separation from employment (and state if this payment is made while employee is working)

RESPONSE #15: No

16. State whether the pay item is paid in one lump sum or biweekly (or over some other time period-monthly, quarterly, annually)

Central Collections Division
1221 Oak St., Rm. 220
Oakland, CA 94612
Tel: (510) 208-9900
Fax: (510) 208-9932

Office of the Auditor-Controller
Melissa Wilk, Chief Deputy Auditor
1221 Oak St., Rm. 249
Oakland, CA 94612
Tel: (510) 272-6565
Fax: (510) 272-6502

Clerk-Recorder's Office
1106 Madison St., 1st Floor
Oakland, CA 94607
Tel: (510) 272-6362
Fax: (510) 208-9858



ALAMEDA COUNTY
AUDITOR-CONTROLLER AGENCY
STEVE MANNING
AUDITOR-CONTROLLER/CLERK-RECORDER

RESPONSE #16: Biweekly

17. State the basis for eligibility for the pay item (i.e., certification of completion of training program conducted by an accredited university, or employee assigned as supervisor of badge distribution)

RESPONSE #17:

Article 3, Section 3-11 of the County of Alameda Salary Ordinance is hereby amended by the addition thereto of the following note to be effective on the date shown:

3-14.26 Effective February 10, 2019, nine (9) persons occupying positions under Job Code 1128; six (6) persons occupying positions under Job Code 1129; and three (3) persons occupying Job Code 1120, assigned to the Probation Department Adult Information Services, Probation Center, Adult Investigations Probation Center, Hayward Office, and the ECHOJ, Dublin locations, who are required to provide process training, instruction, and desk cross-training due exclusively to the public safety risk and exposure associated with delaying the implementation of the CaseloadPro data systems requirements shall be compensated four percent (4%) above the base salary rate for a period of three (3) months commencing February 10, 2019 and not to exceed six (6) months, to August 31, 2019. This additional compensation shall have an expiration date of August 31, 2019 and shall be deleted from the Salary Ordinance upon the expiration date.

Job Code 1128 Specialist Clerk I
Job Code 1129 Specialist Clerk II
Job Code 1120 Clerk II

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Clerk-Recorder's Office
1106 Madison St., 1st Floor
Oakland, CA 94607
Tel: (510) 272-6362
Fax: (510) 208-9858



AGENDA NO. 11 February 5, 2019

Lakeside Plaza Building
1401 Lakeside Drive, Suite 200
Oakland, CA 94612-4305
TDD: (510) 272-3703

Human Resource Services

2nd reading 2/26/19

February 5, 2019

Honorable Board of Supervisors
County of Alameda
1221 Oak Street, Suite 536
Oakland, California 94612-4305

SUBJECT: SALARY ORDINANCE AMENDMENTS AND ONE (1) SIDELETTER OF AGREEMENT

Dear Board Members:

RECOMMENDATIONS:

- A) Adopt Salary Ordinance amendments to: 1) increase the salaries for Unrepresented Non-Management classifications related to the Northern California Public Sector Region Local 1021 of the Service Employees International Union (SEIU) classifications effective July 1, 2018; 2) establish a footnote for nine positions of Job Code 1128; six positions of Job Code 1129; and three positions of Job Code 1120 in the Probation Department; and 3) delete the following sub-sections of Section 3-11: 3-11.4, 3-11.8, 3-11.15, 3-11.16, and 3-11.22 for the General Services Agency (GSA).
- B) Adopt a Sideletter of Agreement between the County of Alameda and the Service Employees International Union Local 1021 (SEIU) to implement updates to the applicable provisions of the Memoranda of Understanding (MOU) related to the implementation of Assembly Bill 119.

DISCUSSION/SUMMARY:

We recommend increasing the salaries for the Unrepresented Non-Management job classifications, related to the Northern California Public Sector Region Local 1021 of the Service Employees International Union (SEIU), to receive the same 3.5% wage increase effective July 1, 2018, as was granted to the SEIU represented classifications.

We also recommend establishing a footnote of four percent (4%) additional compensation for nine positions of Job Code 1128; six positions of Job Code 1129; and three positions of Job Code 1120, assigned to the Probation Department Adult Information Services, Probation Center, Adult Investigations Probation Center, Hayward Office, and the ECHOJ, Dublin locations, who are required to provide process training. We also recommend that the footnote expire on August 31, 2019 and be deleted from the Salary Ordinance upon the expiration date.

We further recommend deleting the following sub-sections of Section 3-11 in the Salary Ordinance: 3-11.4, 3-11.8, 3-11.15, 3-11.16, and 3-11.22. Staff has verified with the GSA that these footnotes are obsolete. In addition, the affected labor organizations, SEIU and Alameda County Management Employees Association, have been notified of this action, and do not object to the deletion of these sub-sections. As was previously communicated to your Board, this is part of an ongoing project to remove obsolete and sunset provisions from the Salary Ordinance

Lastly, we request that your Board adopt a sideletter of agreement between the County of Alameda and the SEIU. On June 27, 2017, Assembly Bill 119 (AB 119) was signed into law and went into effect immediately. AB 119 included new Government Code provisions requiring public employers to provide recognized public employee unions the right of access to new employee orientations with the structure, time and manner of such orientation access to be subject to the collective bargaining process. The bill also required that the public employer provide the exclusive representative with specific employee contact information for newly hired employees and for all employees in the bargaining unit within specific timeframes. As such, the County met and conferred with SEIU, and reached agreement as reflected in the sideletter on the changes to the relevant provisions in the current MOU.

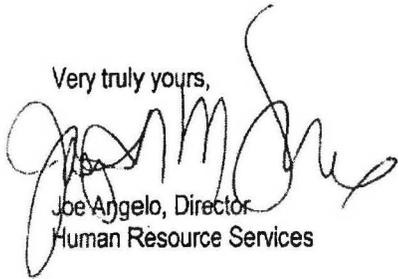
FINANCING:

Funds are available in the 2018-2019 Approved Budget and will be included in future years' requested budgets to cover the costs resulting from these actions.

VISION 2026 GOAL:

The Salary Ordinance amendments meet the 10x goal pathways of **Employment for All** in support of our shared vision of a **Prosperous and Vibrant Economy**.

Very truly yours,



Joe Angelo, Director
Human Resource Services

- c: CAO
 Auditor-Controller
 County Counsel
 Agency/Department Heads
 Chief Probation Officer
 Director, General Services Agency

3-11.15 - Persons employed under Job Code 0180SM may be compensated at any salary within the range of salaries shown for that class as determined by the Agency Head, provided however, that in order to receive a salary in the top five percent of the salary range an incumbent must be assigned, on a regular basis, the most difficult and/or sensitive projects, or have administrative/managerial responsibilities not ordinarily part of their on-going assignment, and/or performance evaluations deemed by the Agency Head to be extraordinary. It is further provided that the salaries are not subject to the Five Step Plan nor to general adjustments prescribed for other County employees.

add'l
412

3-11.16 - One position of Job Code 0158M shall be compensated at the salary schedule for Job Code 0229SM when assigned the responsibility for the County Capital Investment Plan.

add'l
485

3-11.22 - Effective April 5, 2009, not to exceed one position of Job Code 7220SM, Supervising Gardener, and effective May 17, 2009, not to exceed one position of Job Code 7423SM, Janitor, Supervisor II when assigned supervisory responsibilities for both the North and South County gardening operation, shall be compensated an additional five percent. (BOS approved 3/31/09) (BOS approved Job Code 7423SM 5/12/09)

SECTION III

Article 3, Section 3-11 of the County of Alameda Salary Ordinance is hereby amended by the addition thereto of the following note to be effective on the date shown:

new
del'l
Pay
72K

3-14.26 Effective February 10, 2019, nine (9) persons occupying positions under Job Code 1128; six (6) persons occupying positions under Job Code 1129; and three (3) persons occupying Job Code 1120, assigned to the Probation Department Adult Information Services, Probation Center, Adult Investigations Probation Center, Hayward Office, and the ECHOJ, Dublin locations, who are required to provide process training, instruction, and desk cross-training due exclusively to the public safety risk and exposure associated with delaying the implementation of the CaseloadPro data systems requirements shall be compensated four percent (4%) above the base salary rate for a period of three (3) months commencing February 10, 2019 and not to exceed six (6) months, to August 31, 2019. This additional compensation shall have an expiration date of August 31, 2019 and shall be deleted from the Salary Ordinance upon the expiration date.

SECTION IV

This ordinance shall take effect immediately, and before the expiration of fifteen days after its passage, shall be published once with the names of the members voting for and against it in the Inter-City Express, a newspaper published in the County of Alameda.

Gov. Code Sec. 31461. (a) "Compensation earnable" by a member means the average compensation as determined by the board, for the period under consideration upon the basis of the average number of days ordinarily worked by persons in the same grade or class of positions during the period, and at the same rate of pay. The computation for any absence shall be based on the compensation of the position held by the member at the beginning of the absence. Compensation, as defined in Section 31460, that has been deferred shall be deemed "compensation earnable" when earned, rather than when paid.

(b) "Compensation earnable" does not include, in any case, the following:

(1) Any compensation determined by the board to have been paid to enhance a member's retirement benefit under that system. That compensation may include:

(A) Compensation that had previously been provided in kind to the member by the employer or paid directly by the employer to a third party other than the retirement system for the benefit of the member, and which was converted to and received by the member in the form of a cash payment in the final average salary period.

(B) Any one-time or ad hoc payment made to a member, but not to all similarly situated members in the member's grade or class.

(C) Any payment that is made solely due to the termination of the member's employment, but is received by the member while employed, except those payments that do not exceed what is earned in each 12-month period during the final average salary period regardless of when reported or paid.

(2) Payments for unused vacation, annual leave, personal leave, sick leave, or compensatory time off, however denominated, whether paid in a lump sum or otherwise, in an amount that exceeds that which may be earned in each 12-month period during the final average salary period, regardless of when reported or paid.

(3) Payments for additional services rendered outside of normal working hours, whether paid in a lump sum or otherwise.

(4) Payments made at the termination of employment, except those payments that do not exceed what is earned in each 12-month period during the final average salary period, regardless of when reported or paid.

Gov. Code Sec. 7522.34. (a) "Pensionable compensation" of a new member of any public retirement system means the normal monthly rate of pay or base pay of the member paid in cash to similarly situated members of the same group or class of employment for services rendered on a full-time basis during normal working hours, pursuant to publicly available pay schedules.

(b) Compensation that has been deferred shall be deemed pensionable compensation when earned rather than when paid.

(c) "Pensionable compensation" does not include the following:

(1) Any compensation determined by the board to have been paid to increase a member's retirement benefit under that system.

(2) Compensation that had previously been provided in kind to the member by the employer or paid directly by the employer to a third party other than the retirement system for the benefit of the member and which was converted to and received by the member in the form of a cash payment.

(3) Any one-time or ad hoc payments made to a member.

(4) Severance or any other payment that is granted or awarded to a member in connection with or in anticipation of a separation from employment, but is received by the member while employed.

(5) Payments for unused vacation, annual leave, personal leave, sick leave, or compensatory time off, however denominated, whether paid in a lump sum or otherwise, regardless of when reported or paid.

(6) Payments for additional services rendered outside of normal working hours, whether paid in a lump sum or otherwise.

(7) Any employer-provided allowance, reimbursement, or payment, including, but not limited to, one made for housing, vehicle, or uniforms.

(8) Compensation for overtime work, other than as defined in Section 207(k) of Title 29 of the United States Code.

(9) Employer contributions to deferred compensation or defined contribution plans.

(10) Any bonus paid in addition to the compensation described in subdivision (a).

(11) Any other form of compensation a public retirement board determines is inconsistent with the requirements of subdivision (a).

(12) Any other form of compensation a public retirement board determines should not be pensionable compensation.

NEW BUSINESS

7.A Motion to direct the Chief Executive Officer (or his Designee) on how to vote on the following SACRS Business Items at the SACRS Spring Conference (Business Meeting):

- 1. 2019-2010 Board of Directors Elections; and**
- 2. 2017-1018 Audit.**

7.B. Chief Executive Officer's Report.

NEW BUSINESS

7.A Motion to direct the Chief Executive Officer (or his Designee) on how to vote on the following SACRS Business Items at the SACRS Spring Conference (Business Meeting):

- 1. 2019-2010 Board of Directors Elections; and**
- 2. 2017-1018 Audit.**



*Office of the Chief Executive Officer
Office of Administration*

DATE: April 18, 2019
TO: Members of the Board of Retirement
FROM: Dave Nelsen, Chief Executive Officer 
SUBJECT: **SACRS Spring Conference Business Items**

At the Spring SACRS Business meeting, the new Board of Directors (BOD) will be elected and the 2017-2018 Audit will be presented. Please provide direction on how you would like your proxy to vote on these two (2) matters.

1. Board of Directors Elections

Below are the six candidates recommended by the SACRS Nominating Committee, and one additional candidate who has applied for consideration for a Regular Member position, but he was not recommended by the Nominating Committee.

Your options are to make a motion to direct your proxy to vote for:

- The candidates recommended by the Nominating Committee, or;
- The candidates recommended by the Nominating Committee with the exception of Vere Williams instead of (Mr. Roger Hilton) or (Mr. Chris Cooper).

SACRS Nominating Committee Recommended Ballot:

- Dan McAllister, San Diego CERA President
- Vivian Gray, Los Angeles CERA Vice President
- Harry Hagen, Santa Barbara, CERS Treasurer
- Kathryn Cavness, Mendocino CERA Secretary
- Roger Hilton, Orange CERS Regular Member
- Chris Cooper, Marin CERA Regular Member

Additional Candidates Submitted:

- Vere Williams, San Bernardino CERA Regular Member

2. 2017-2018 Audit

The independent audit of the 2017-2018 SACRS financial statements has been conducted by James Marta and Company, LLP and will be presented for adoption at the Business meeting. There were no findings.

Your options are to make a motion to direct your proxy to vote for adoption of the Audit, to abstain from voting, or to vote against adoption of the Audit.

Enclosure: 1) March 25, 2019, Letter re SACRS BOD 2019-2020 Elections – Final Ballot
2) SACRS BOD Bios and Nomination Submission Forms
3) SACRS 2017-2018 Audit

ENCLOSURE 1



6. SACRS Nomination Committee - 2019-2020 SACRS Elections – Action
Ray McCray, San Joaquin CERA, SACRS Nomination Committee Chair

A. SACRS Election 2019-2020



March 25, 2019

To: SACRS Trustees & SACRS Administrators/CEO's
From: Ray McCray, SACRS Immediate Past President, Nominating Committee Chair
SACRS Nominating Committee
Re: SACRS Board of Director Elections 2019-2020 Elections – Final Ballot

SACRS BOD 2019-2020 election process began January 2019. Please provide the final ballot and voting instructions to your Board of Trustees and Voting Delegates.

DEADLINE	DESCRIPTION
March 1, 2019	Any regular member may submit nominations for the election of a Director to the Nominating Committee, provided the Nominating Committee receives those nominations no later than noon on March 1 of each calendar year regardless of whether March 1 is a Business Day. Each candidate may run for only one office. Write-in candidates for the final ballot, and nominations from the floor on the day of the election, shall not be accepted.
March 25, 2019	The Nominating Committee will report a final ballot to each regular member County Retirement System prior to March 25
May 10, 2019	Nomination Committee to conduct elections during the SACRS Business Meeting at the Spring Conference (May 7-10, 2019)
May 10, 2019	Board of Directors take office for 1 year

Per SACRS Bylaws, Article VIII, Section 1. Board of Director and Section 2. Elections of Directors:

Section 1. Board of Directors. *The Board shall consist of the officers of SACRS as described in Article VI, Section 1, the immediate Past President, and two (2) regular members*

A. Immediate Past President. *The immediate Past President, while he or she is a regular member of SACRS, shall also be a member of the Board. In the event the immediate Past President is unable to serve on the Board, the most recent Past President who qualifies shall serve as a member of the Board.*

B. Two (2) Regular Members. *Two (2) regular members shall also be members of the Board with full voting rights.*

Section 2. Elections of Directors. *Any regular member may submit nominations for the election of a Director to the Nominating Committee, provided the Nominating Committee receives those nominations no later than noon on March 1 of each calendar year regardless of whether March 1 is a Business Day. Each candidate may run for only one office. Write-in candidates for the final ballot, and nominations from the floor on the day of the election, shall not be accepted.*

The Nominating Committee will report its suggested slate, along with a list of the names of all members who had been nominated, to each regular member County Retirement System prior to March 25.



The Administrator of each regular member County Retirement System shall be responsible for communicating the Nominating Committee's suggested slate to each trustee and placing the election of SACRS Directors on his or her board agenda. The Administrator shall acknowledge the completion of these responsibilities with the Nominating Committee.

Director elections shall take place during the first regular meeting of each calendar year. The election shall be conducted by an open roll call vote, and shall conform to Article V, Sections 6 and 7 of these Bylaws.

Newly elected Directors shall assume their duties at the conclusion of the meeting at which they are elected, with the exception of the office of Treasurer. The incumbent Treasurer shall co-serve with the newly elected Treasurer through the completion of the current fiscal year.

The elections will be held at the SACRS Spring Conference May 7-10, 2019 at the Resort at Squaw Creek, Lake Tahoe, CA. Elections will be held during the Annual Business meeting on Friday, May 10, 2019.

SACRS Nominating Committee Final Ballot:

- | | |
|------------------------------------|----------------|
| • Dan McAllister, San Diego CERA | President |
| • Vivian Gray, Los Angeles CERA | Vice President |
| • Harry Hagen, Santa Barbara, CERS | Treasurer |
| • Kathryn Cavness, Mendocino CERA | Secretary |
| • Roger Hilton, Orange CERS | Regular Member |
| • Chris Cooper, Marin CERA | Regular Member |

Additional Candidates Submitted:

- | | |
|--------------------------------------|----------------|
| • Vere Williams, San Bernardino CERA | Regular Member |
|--------------------------------------|----------------|

Please prepare your voting delegate to have the ability to vote by the recommended ballot and by each position separately.

If you have any questions, please contact me at Ray McCray, raym1@sbcglobal.net or (209) 471-4472.

Thank you for your prompt attention to this timely matter.

Sincerely,

Ray McCray

Ray McCray, San Joaquin CERA Trustee
SACRS Nominating Committee Chair

CC: SACRS Board of Directors
SACRS Nominating Committee Members
Sulema H. Peterson, SACRS Administrator

ENCLOSURE 2



**SACRS Nomination Submission Form
SACRS Board of Directors Elections 2019-2020**

All interested candidates must complete this form and submit along with a letter of intent. **Both the form and the letter of intent must be submitted no later than March 1, 2019.** Please submit to the Nominating Committee Chair at raym1@sbcglobal.net AND to SACRS at sulema@sacrs.org. If you have any questions, please feel free to contact Sulema Peterson at SACRS at (916) 441-1850.

Name of Candidate	Dan McAllister
Candidate Contact Information (Please include – Phone Number, Email Address and Mailing Address)	619-531-5231 dan.mcallister@sdcountry.ca.gov 1600 Pacific Hwy, Room 112 San Diego, CA 92101
Name of Retirement System Candidate Currently Serves On	SDCERA
Current Position On Candidates Retirement Board (Chair, Alternate, Retiree, General Elected, Etc)	County Treasurer-Tax Collector, mandated member.
Applying for SACRS Board of Directors Position (select only one)	<input type="radio"/> President <input checked="" type="radio"/> Vice-President <input checked="" type="radio"/> Treasurer <input checked="" type="radio"/> Secretary <input type="radio"/> Regular Member
Brief Bio	<p>Dan McAllister has served San Diego County residents as the County's Treasurer-Tax Collector since 2002. He was re-elected to his fifth term in June. Dan oversees the collection of more than \$6 billion in property taxes each year, the management of \$11.6 billion in the County's Investment Pool, and the administration of the County's \$1.5 billion defined contribution program. Since assuming office, he has worked extensively to improve customer service, enhance communications and outreach initiatives, and ensure the fiscal stability of the treasury. Under his direction, his office collected a record high 60% of property tax payments electronically, while maintaining a 99% collection rate for the past three years. He is also a strong advocate for diversity, a value reflected in his staff that comes from all walks of life and backgrounds. His office now delivers service in 17 different languages.</p> <p>As part of his duties, Dan serves as a member of the San Diego County Employees Retirement Association (SDCERA), which manages more than \$13 billion of investments; he also serves as a board member of several non-profit organizations in San Diego.</p>



**TREASURER-TAX COLLECTOR
SAN DIEGO COUNTY**

www.sdttc.com

Dan McAllister
Treasurer-Tax Collector



February 21, 2019

Mr. Ray McCray
Chairman
Nominating Committee
State Association of County Retirement Systems

Dear Mr. McCray,

This is to officially submit my name for consideration by the Nominating Committee for the office of SACRS President.

When I first ran for the Presidency, I pledged to continue to help move our organization forward with strong, inclusive leadership. I also spoke of my experiences and accomplishments as San Diego County Treasurer-Tax Collector; and of serving as a Trustee on the San Diego County Employees Retirement Association (SDCERA) Board and two successful terms as Board Chair.

Over the past five years, it has been my distinct honor and pleasure to serve on the SACRS Board. First as Treasurer and now President, I am extremely proud of the work our board has completed during these years to improve our levels of customer service to our members. During the past two years for example the SACRS Board performed a comprehensive review and update of Board Policies and Procedures. We added two new seats to the Board to be more inclusive and give more members an opportunity to serve. We also made strong efforts to add new people to a number of our standing committees.

Indeed, it has been a productive year for the Board and we have made a difference for the SACRS membership. Ours has been a team effort and one that can point to positive developments and continuous improvement.

SACRS is a special organization and one that must continue to provide educational forums for disseminating information to Trustees and system staffs from all '37 Act counties. Additionally, SACRS must take an active role in the legislative process as it impacts county retirement systems.

As SACRS President for the coming year, I will continue to work collaboratively with the SACRS Board and Trustees statewide to ensure that our educational programs and conferences continue to be of the highest quality and content.

With your support and nomination, I would be honored to serve again as President of SACRS. Thank you in advance for your careful and positive consideration of my candidacy for re-election.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dan McAllister", is written over a circular stamp that partially overlaps the signature.

Dan McAllister



**SACRS Nomination Submission Form
SACRS Board of Directors Elections 2018-2019**

All interested candidates must complete this form and submit it along with a letter of intent. **Both the form and the letter of intent must be submitted no later than March 1, 2018.** Please submit to the Nominating Committee Chair at raym1@sbcglobal.net or to SACRS at sulema@sacrs.org. If you have any questions, please feel free to contact Sulema Peterson at SACRS at (916) 441-1850.

Name of Candidate	VIVIAN GRAY
Candidate Contact Information (Phone Number, Email Address and Mailing Address MUST be included)	Viviangray@aol.com, Vgray@lacera.com 300 N. Lake Ave., Ste. 820 Pasadena, CA 91101 Phone: (213) 440-0142
Name of Retirement System Candidate Currently Serves On	Los Angeles County Employees Retirement Association (LACERA)
Current Position On Retirement Board (Chair, Alternate, Retiree, General Elected, Etc)	General Elected Trustee, Board of Retirement http://www.lacera.com/about_lacera/bor/gray.html
Applying for SACRS Board of Directors Position (You may only select one)	<input type="radio"/> President <input checked="" type="radio"/> Vice President <input type="radio"/> Treasurer <input type="radio"/> Secretary <input type="radio"/> Regular Member
Brief Bio	<ul style="list-style-type: none"> • Chair, LACERA Board of Retirement 2018 • Chair, SACRS Program Committee • Elected general member trustee since 2012 35 years of service to Los Angeles County <ul style="list-style-type: none"> 10 years in Law Enforcement 25 years as an attorney for Los Angeles County • 6 years in private law practice • Education/Pension Trustee Certificates <ul style="list-style-type: none"> - Bachelors of Arts: UCLA - JD: UWLA - New York Law School - Public Pension Trustee Fiduciary Program - Stanford Law School (CALAPRS) - Principles of Pension Management - Harvard Law School Program - Trustee Work Life - UC Berkeley (SACRS) - Modern Investment Theory & Practice for Retirement Systems - IFEBP - Trustee Masters Program - NCPERS - Public Pension Funding Forum - Wharton Business School - Portfolio Concepts and Management (Pending) - National Assoc. of Corporate Directors (NACD) Board Leadership Fellow

VIVIAN GRAY

300 N. LAKE AVENUE, SUITE 820 -PASADENA, CA 91101 - VGRAY@LACERA.COM

February 20, 2019

VIA EMAIL

SACRS Nominating Committee
Mr. Ray McCray, Chair

Dear Mr. McCray:

I would like to express my interest in remaining SACRS' Vice President for 2019/2020.

I have been honored to serve as Vice President and Chair of the Program Committee for the past 2018/2019 year. During this past year SACRS has made considerable strides in remaining a relevant organization for trustee education for the 20 systems comprising the 1937 Act Counties.

As instituted by the revised SACRS Bylaws in 2018 the SACRS leadership was expanded to a seven member board of directors. This expansion has served SACRS well by fostering a cohesive elected board whose focus is to increase SACRS level of recognition while maintaining its reputation as an excellent educational forum for trustees, its affiliates and the related pension community.

Through its strong leadership, SACRS can continue to become the premier entity in the direct education of trustees. I believe SACRS is a viable organization among retirement systems. We have secured a presence not only in our CERL 37 Act Systems, but are gaining headway and recognition beyond CERL.

Your consideration of me to continue as vice president would be an honor.

I have attached the SACRS Nomination Form containing my brief bio.

Sincerely,

Vivian Gray

Vivian Gray

cc: Sulema Peterson, SACRS



**SACRS Nomination Submission Form
SACRS Board of Directors Elections 2019-2020**

All interested candidates must complete this form and submit along with a letter of intent. **Both the form and the letter of intent must be submitted no later than March 1, 2019.** Please submit to the Nominating Committee Chair at raym1@sbcglobal.net AND to SACRS at sulema@sacrs.org. If you have any questions, please feel free to contact Sulema Peterson at SACRS at (916) 441-1850.

Name of Candidate	Harry E. Hagen
Candidate Contact Information (Please include – Phone Number, Email Address and Mailing Address)	805-568-2490 hhagen@co.santa-barbara.ca.us P.O. Box 579 Santa Barbara, CA 93102-0579
Name of Retirement System Candidate Currently Serves On	SBCERS (Santa Barbara)
List Your Current Position on Retirement Board (Chair, Alternate, Retiree, General Elected, Etc)	<ul style="list-style-type: none"> <input type="radio"/> Chair <input type="radio"/> Alternate <input type="radio"/> General Elected <input type="radio"/> Retiree <input checked="" type="checkbox"/> Other Ex-officio member, Vice-Chair
Applying for SACRS Board of Directors Position (select only one)	<ul style="list-style-type: none"> <input type="radio"/> President <input type="radio"/> Vice President <input checked="" type="checkbox"/> Treasurer <input type="radio"/> Secretary <input type="radio"/> Regular Member
Brief Bio	See Attachment

February 28, 2019

To Ray McCray , SACRS Nominating Committee Chair,

I would like to continue serving on the SACRS Board of Directors and am submitting my letter of intent to run for the position of Treasurer.

I believe I am well qualified for the position based upon my educational and work experience. I am a 23-year employee of Santa Barbara County and the current Vice-Chair of the Santa Barbara County Employees Retirement System. I have served as the ex-officio member of SBCERS for over eight years. I was also an alternate member to the board for eight years as the Assistant Treasurer-Tax Collector-Public Administrator.

Should you have any questions, please don't hesitate to call me directly.

Thank you for your consideration.

A handwritten signature in blue ink, appearing to read 'Hagen' with an equals sign and another 'Hagen' written next to it.

Harry E. Hagen, CPA, CPFA, CPFO, CFIP, CGIP, ACPFIM
Treasurer-Tax Collector-Public Administrator-Public Guardian
County of Santa Barbara
(805) 568-2490
hhagen@co.santa-barbara.ca.us

Harry E. Hagen
Bio for SACRS Nomination Submission Form

I am the current Santa Barbara County Treasurer-Tax Collector-Public Administrator. I was first elected in 2010 and am currently serving in my third four-year term.

I am responsible for overseeing and investing a \$1.6 billion investment pool for local schools, general County government, and special districts. I manage the collection of taxes and general collections, administer Public Administrator estates and Public Guardian conservatorships, and oversee Veterans' Services programs. My duties also include serving as Chair of the County Debt Advisory Committee, implementing and managing the County's municipal financing program, and administering the County's deferred compensation program.

I hold a Bachelor's degree in Business Economics from UCSB, am a 27-year California Certified Public Accountant, and have completed the Certificate in Public Treasury Management from USC. Additionally, I have earned the designations of CPFO from the Government Finance Officers Association, CPFA and ACPFIM from the Association of Public Treasurers, CGIP from the Government Investment Officers Association, and CFIP from the Fixed Income Academy.



**SACRS Nomination Submission Form
SACRS Board of Directors Elections 2019-2020**

All interested candidates must complete this form and submit along with a letter of intent. **Both the form and the letter of intent must be submitted no later than March 1, 2019.** Please submit to the Nominating Committee Chair at raym1@sbcglobal.net AND to SACRS at sulema@sacrs.org. If you have any questions, please feel free to contact Sulema Peterson at SACRS at (916) 441-1850.

Name of Candidate	Kathryn Cavness
Candidate Contact Information (Please include – Phone Number, Email Address and Mailing Address)	Home Phone (707) 459-2215 Cell Phone (707) 354-8105 Email k24u2figure@gmail.com Mailing Address 6500 Ridgewood Road, Willits, CA 95490
Name of Retirement System Candidate Currently Serves On	Mendocino County Employee Retirement Association (MCERA)
Current Position On Candidates Retirement Board (Chair, Alternate, Retiree, General Elected, Etc.)	MCERA Chair, General Elected
Applying for SACRS Board of Directors Position (select only one)	<input type="checkbox"/> President <input type="checkbox"/> Vice President <input type="checkbox"/> Treasurer <input checked="" type="checkbox"/> Secretary <input type="checkbox"/> Regular Member
Brief Bio	<p>My education and professional experience provides qualifications ideally suited for taking on the responsibilities of Secretary of the SACRS Board of Directors:</p> <ul style="list-style-type: none"> • Two years' experience as Secretary for SACRS Board of Directors • Trustee and Chair on the MCERA Board and member of the MCERA Auditing Committee • Executive Education Investment Program, Hass School of Business, UC Berkeley • Principles of Pension Management for Trustees, Graziadio Business School, Pepperdine University • Advanced Principles of Pension Management for Trustees, UCLA • Master's Degree in Business Administration/Accounting Emphasis • County of Mendocino District Attorney's Office Administrative Services Manager • Fiscal Officer for the Lake and Mendocino County Area Agency on Aging

Kathryn Cavness
6500 Ridgewood Road
Willits, CA 95490
(707) 459-2215
k24u2figure@gmail.com

January 29, 2017

Ray McCray, Chair
SACRS Nominating Committee
1415 L St., Suite 1000,
Sacramento, CA 95814

Dear Nominating Committee:

Please consider my request to run for Secretary of the State Association of County Retirement Systems (SACRS) Board of Directors in the upcoming May 2019 election. If elected, this will be my third term to serve as SACRS Secretary. I am also currently the Chair, as an Elected Trustee, of the Mendocino County Employee Retirement Association (MCERA) and member of the MCERA Audit Committee.

My interest in seeking the position of Secretary on the SACRS Board of Directors is to continue representing the interests of all 1937 Act County Trustees and to reach out to Trustees to attain greater participation in SACRS activities; my commitment to 1937 Act Trustees and Members is to carry out the goals and objectives of the SACRS strategic plan. If elected, my focus will be on improving our Trustee participation at the Spring and Fall Conferences, the UC Berkeley Educational Programs, and increasing membership on SACRS' Committees, including the Legislative, Program, Education and Bylaws Committees.

I wish to persist in my efforts to attain greater parity for the smaller, rural, central and northern 1937 Act systems; I am Chair of MCERA, the smallest, northernmost, rural SACRS retirement system. I have had the pleasure of visiting a few of the retirement systems in Northern California and I look forward to engaging in more of these relationship building activities to discover what individual retirement systems are seeking from SACRS.

My educational background and professional experience has provided me with a strong administrative/financial background ideally suited for taking on the responsibilities of Secretary of the SACRS Board of Directors:

- Two years as Secretary for SACRS Board of Directors
- Chair on the MCERA Board and MCERA Auditing Committee Member
- County of Mendocino District Attorney's Office Administrative Services Manager
- Executive Education Investment Program, Hass School of Business, UC Berkeley
- Principles of Pension Management for Trustees, Graziadio Business School, Pepperdine University
- Advanced Principles of Pension Management for Trustees, UCLA
- MBA/Accounting Emphasis

Sincerely,

Kathryn Cavness



**SACRS Nomination Submission Form
SACRS Board of Directors Elections 2019-2020**

All interested candidates must complete this form and submit along with a letter of intent. **Both the form and the letter of intent must be submitted no later than March 1, 2019.** Please submit to the Nominating Committee Chair at raym1@sbcglobal.net AND to SACRS at sulema@sacrs.org. If you have any questions, please feel free to contact Sulema Peterson at SACRS at (916) 441-1850.

Name of Candidate	Roger Hilton
Candidate Contact Information (Please include – Phone Number, Email Address and Mailing Address)	(714) 325-9295, rhilton@ocers.org , roger@aocds.org 2223 East Wellington Ave. Suite 100 Santa Ana, CA 92701
Name of Retirement System Candidate Currently Serves On	Orange County Employees Retirement System (OCERS)
Current Position On Candidates Retirement Board (Chair, Alternate, Retiree, General Elected, Etc)	Vice-Chair - Elected Safety Member
Applying for SACRS Board of Directors Position (select only one)	<ul style="list-style-type: none"> <input type="radio"/> President <input type="radio"/> Vice President <input type="radio"/> Treasurer <input type="radio"/> Secretary <input checked="" type="radio"/> Regular Member
Brief Bio	<ul style="list-style-type: none"> <input type="checkbox"/> Currently serving as SACRS Regular Board Member 2018-2019 <input type="checkbox"/> OCERS: served as Chairman of the board, chair of the Investment Committee, and have chaired several committees, elected 2012 - Present. <input type="checkbox"/> Association of Orange County Deputy Sheriffs (AOCDS) Board of Directors: Currently serving as Vice President and Political Action Chairman, 2011 - Present. <input type="checkbox"/> Trustee on Medical and Benefits Trusts, 2011 - Present. <input type="checkbox"/> Association of Deputy Marshals Board of Directors, 1992-2000 – Served as President 1996-2000, Treasurer 1993-1996. <p>Public Pension Trustee certificates:</p> <ul style="list-style-type: none"> -Modern Investment Theory & Practice – UC Berkeley; -Portfolio concepts and Management -Wharton School of Business; -Certificate in Public Plan Policy I and II; -Principles of Pension Management - Stanford University; -Advanced Principles of Pension Management - UCLA; -Labor and Worklife Program, Harvard Law School

February 15, 2019

2223 East Wellington Ave. Suite 100
Santa Ana, CA 92701

Ray McCray, SACRS Nominating Committee Chair

Dear Mr. McCray:

Please accept this letter as my intent to run for the Board of Directors for the position of Regular Member. I would request that my name be included in the 2019-2020 SACRS Nomination Slate at the upcoming elections in May 2019.

I believe my years of experience leading employee labor organizations and the OCERS Board of Retirement have uniquely prepared me for this challenge. I have 30 years of experience in law enforcement, 26 years serving in the leadership of employee labor organizations, 6 ½ years on the OCERS Board of Retirement, and a year on the SACRS Board. My experience is further outlined on the Nomination Submission form attached to this letter.

Since elected to OCERS, I have made it a point to attend the SACRS conferences. Through these conferences, I have learned a great deal about pensions and have found many friends and mentors. I believe that SACRS is the most effective and important conference '37 Act trustees should attend, because of its relevant content and top-notch presenters. My primary goal is to keep SACRS as the premier public pension organization. I plan to utilize my extensive leadership experience by reaching out to and communicating with our members so they fully understand the many benefits of SACRS. My focus will be on continuing successful conferences and keeping SACRS a professional organization.

It would be an honor to continue to serve on the SACRS Board of Directors and I appreciate the consideration.

Sincerely,

A handwritten signature in cursive script, appearing to read "Roger Hilton".

Roger Hilton

OCERS Board of Directors



**SACRS Nomination Submission Form
SACRS Board of Directors Elections 2019-2020**

All interested candidates must complete this form and submit along with a letter of intent. **Both the form and the letter of intent must be submitted no later than March 1, 2019.** Please submit to the Nominating Committee Chair at raym1@sbcglobal.net AND to SACRS at sulema@sacrs.org. If you have any questions, please feel free to contact Sulema Peterson at SACRS at (916) 441-1850.

Name of Candidate	Chris C. Cooper
Candidate Contact Information (Please include – Phone Number, Email Address and Mailing Address)	MCERA 1 McInnis Pkwy San Rafael, CA 94903 chriscooperinmarin@yahoo.com (415) 827-0772
Name of Retirement System Candidate Currently Serves On	Marin County Employees' Retirement Association
List Your Current Position on Retirement Board (Chair, Alternate, Retiree, General Elected, Etc)	<input type="radio"/> Chair <input type="radio"/> Alternate <input type="radio"/> General Elected <input type="radio"/> Retiree <input type="radio"/> Other ____Elected Public Safety____
Applying for SACRS Board of Directors Position (select only one)	<input type="radio"/> President <input type="radio"/> Vice President <input type="radio"/> Treasurer <input type="radio"/> Secretary <input type="radio"/> Regular Member XXXX
Brief Bio	<p>My name is Chris Cooper and I am running to be re-elected to the position of Regular Member on the SACRS Board of Directors. I served in the U.S. Army for 8 years as a Mandarin Linguist/Interrogator and then graduated from the University of California, Berkeley with a degree in Political Economy of Industrial Societies. After a career as a merchandise buyer for a large retailer, I left to own/manage several franchise stores.</p> <p>Gradually, my hobby of volunteering with Wilderness and Urban Search and Rescue pulled me back to a career in Public Service. I sold the stores and became a Paramedic then attended the Fire Academy. I have been a Fire Captain/Paramedic in the City of San Rafael for 9 years and have served on the Marin Board of Retirement for 7 years. I live in San Rafael with my wife Lisa and 2 children (Calvin 17, Lucy 13).</p> <p>Serving on the SACRS Board for the last year has been rewarding and I would like to continue for the next term.</p> <p>Thank you</p>

Letter of Intent

I am Chris Cooper and I have had the honor of serving on the SACRS Board of Directors for the last year as a Regular Member. I am a Fire Captain/Paramedic in San Rafael, CA and have served as the Elected Safety member on the Marin County Employees' Retirement Association for 7 years. Having attended SACRS conferences for 7 years, I want to give back to the Association and people who have given so much to help me be a better Trustee. The last year on the Board has been eye-opening and I would like to serve in the position another year.

Thank you,

Chris Cooper



**SACRS Nomination Submission Form
SACRS Board of Directors Elections 2019-2020**

All interested candidates must complete this form and submit along with a letter of intent. **Both the form and the letter of intent must be submitted no later than March 1, 2019.** Please submit to the Nominating Committee Chair at raym1@sbcglobal.net AND to SACRS at sulema@sacrs.org. If you have any questions, please feel free to contact Sulema Peterson at SACRS at (916) 441-1850.

Name of Candidate	Vere Williams
Candidate Contact Information (Please include – Phone Number, Email Address and Mailing Address)	(760) 486-6311 verevlw@aol.com 8379 Icicle Drive Pinon Hills CA 92372
Name of Retirement System Candidate Currently Serves On	San Bernardino County Employees' Retirement Association (SBcera)
Current Position On Candidates Retirement Board (Chair, Alternate, Retiree, General Elected, Etc)	General Elected
Applying for SACRS Board of Directors Position (select only one)	<input type="radio"/> <input type="radio"/> <input type="radio"/> Regular Member
Brief Bio	<p>Seated on the SBcera's Board in January 2015 and has served on the Administrative, Audit and Investment committees. Served on the governing Boards of Teamsters Local 1932, California State Conference of the NAACP, Working Assembly of Governmental Employees (WAGE) and other organizations. Past president of the African-American Employees Association and currently Treasurer of the Hispanic Employees Alliance. Earned an MBA in Information Management/Accounting and has completed certification courses at UCLA, Pepperdine and Wharton on Retirement System Management. I have been an Enrolled Agent for over 20 years along with over 25 years experience working in the finance department at Arrowhead Regional Medical Center, Colton. I have been trained in conflict resolution and have attend various workshop and seminars on organizational dynamics and interplay.</p> <p><i>A guiding quote – "I always wondered why somebody didn't do something about that, then I realized I was somebody." – Lily Tomlin</i></p>

March 1, 2019

VIA Email

Ray McCray, Chair

SACRS Nominating Committee

Dear Mr. McCray,

Please accept this letter as my letter of intent to run for the position of Regular Member in SACRS Board of Directors Elections 2019-2020.

I am a Trustee with the San Bernardino County Employees' Retirement Association (SBcera). I started on the SBcera Board in January 2015 and attended my first SACRS conference that year. I found the sessions to be very informative and educational with the presenters being experts or thought leaders in their field. Since then, I have attended several conferences sponsored by other organizations that are single topic focused and I have also completed certification programs at Wharton, Pepperdine and UCLA. In comparison, SACRS conferences provide a comprehensive insight into the "nuts and bolts" of the functioning of the retirement systems with an emphasis on current application of the topics. SACRS provides attendees an opportunity to understand different perspectives thereby encouraging clearer lines of communication and to hear about what works and what may be problematic. The networking and information sharing opportunities with colleagues at SACRS is immensely valuable.

SACRS recent expansion of the Board to include additional members was a very good strategic move that has helped to expand experience pool and knowledge base. If elected as a Regular Member, I would work to ensure that SACRS remain the preeminent educational organization for the CERL 37 Act Systems by maintaining the high caliber of our conferences. Additionally, I would seek to encourage even greater participation from trustees and staff of the 37 Act Systems. I believe in getting involved as demonstrated by my volunteering to lead a CALAPRS Roundtable after attending a few sessions. Over the years, I have served on the governing Boards of Teamsters Local 1932, Working Assembly of Governmental Employees and other organizations.

I thank you in advance for your kind consideration and support. It would be a high honor to be elected to serve on the SACRS Board for the 2019-2020 term.

Please find attached the completed SACRS nomination form.

Respectfully,

Vere Williams

Vere Williams, MBA

SBcera Board of Directors – General Member

cc: Sulema Peterson, SACRS

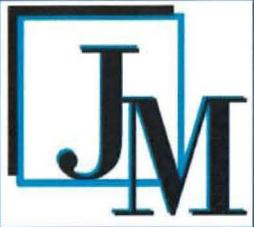
ENCLOSURE 3



7. SACRS Audit Report – Action

Steve Delaney, Orange CERS, SACRS Audit Committee Chair

A. SACRS 2017-2018 Audit Report



JAMES MARTA & COMPANY LLP
CERTIFIED PUBLIC ACCOUNTANTS

**STATE ASSOCIATION OF
COUNTY RETIREMENT SYSTEMS**

**FINANCIAL STATEMENT
WITH
INDEPENDENT AUDITOR'S REPORT**

**FOR THE FISCAL YEARS ENDED
JUNE 30, 2018 AND 2017**

701 HOWE AVENUE, E3
SACRAMENTO, CA 95825

(916) 993-9494
(916) 993-9489 FAX
WWW.JPMCPA.COM

STATE ASSOCIATION OF COUNTY RETIREMENT SYSTEMS

JUNE 30, 2018

BOARD OF DIRECTORS

Dan McAllister
President

Vivian Gray
Vice President

Harry Hagen
Treasurer

Kathryn Cavness
Secretary

Raymond McCray
Immediate Past President

Lesley Nettles
Affiliate Chair

Roger Hilton
Board Member

Chris Cooper
Board Member

* * * *

Sulema Peterson
Association Management

STATE ASSOCIATION OF COUNTY RETIREMENT SYSTEMS

JUNE 30, 2018 AND 2017

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James Marta & Company LLP
Certified Public Accountants

Accounting Auditing Tax and Consulting

INDEPENDENT AUDITOR'S REPORT

Board of Directors
State Association of County Retirement Systems
Sacramento, California

Report on the Financial Statement

We have audited the accompanying statement of cash receipts and disbursements, of the State Association of County Retirement Systems (SACRS) for the fiscal years ended June 30, 2018 and 2017, and the related notes to the financial statement.

Management's Responsibility for the Financial Statement

Management is responsible for the preparation and fair presentation of this financial statement in accordance with the cash basis of accounting described in Note 1; this includes determining that the cash basis of accounting is an acceptable basis for the preparation of the financial statement in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statement that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial statement based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statement.

We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statement referred to above presents fairly, in all material respects, the cash receipts and disbursements of the State Association of County Retirement Systems for the years ended June 30, 2018 and 2017, in accordance with the cash basis of accounting described in Note 1.

Basis of Accounting

We draw attention to Note 1 to the financial statement, which describes the basis of accounting. The financial statement is prepared on the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statement as a whole. The Combining Statement of Cash Receipts and Disbursements, Graphical Presentation of Cash Receipts, Graphical Presentation of Cash Disbursements, and Conference Summary Report, on pages 7 to 12, are presented for purposes of additional analysis and are not a required part of the financial statement.

The Combining Statement of Cash Receipts and Disbursements, Graphical Presentation of Cash Receipts, and Graphical Presentation of Cash Disbursements, on pages 7 to 11, is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statement. Such information has been subjected to the auditing procedures applied in the audit of the financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statement or to the financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Combining Statement of Cash Receipts and Disbursements, Graphical Presentation of Cash Receipts, and Graphical Presentation of Cash Disbursements, on pages 7 to 11 is fairly stated in all material respects in relation to the financial statement as a whole.

The Conference Summary Report, on page 12, has not been subjected to the auditing procedures applied in the audit of the basic financial statement, and accordingly, we do not express an opinion or provide any assurance on it.

Restricted Use

This report is intended solely for the information and use of management and the board of directors of State Association of County Retirement Systems and is not intended to be and should not be used by anyone other than these specified parties.

James Marta & Company LLP

James Marta & Company LLP
Certified Public Accountants
Sacramento, California
December 14, 2018

FINANCIAL SECTION

STATE ASSOCIATION OF COUNTY RETIREMENT SYSTEMS

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS

FOR THE FISCAL YEARS ENDED JUNE 30, 2018 AND 2017

	<u>2017-18</u>	<u>2016-17</u>
<u>Cash Receipts</u>		
Dues	\$ 324,000	\$ 312,000
Conference		
Fall	581,490	566,200
Spring	546,860	575,399
Seminars	181,000	130,000
Other Admin Receipts	18,030	3,031
Other Conference Receipts	40	229
Interest	11,510	16,473
Total Cash Receipts	<u>1,662,930</u>	<u>1,603,332</u>
<u>Cash Disbursements</u>		
Conference		
Fall - 2017 and 2016		
Hotel and meals	304,155	310,266
Audio and visual	43,826	49,186
Program materials	78,637	86,216
Spring - 2018 and 2017		
Hotel and meals	167,017	114,162
Audio and visual	40,300	10,000
Program materials	56,567	58,546
Seminars	247,190	240,609
Conference Administration	12,416	39,672
Prior Year and Other Expenses	216,357	237,789
Total conference disbursements	<u>1,166,465</u>	<u>1,146,446</u>
Administration	345,134	398,845
Legislative representation	836	158
Lobbying	76,477	67,945
Newsletters	-	14,423
Committee meetings	24,997	18,831
Special projects	17,642	19,857
Total administration disbursements	<u>465,086</u>	<u>520,059</u>
Total Cash Disbursements	<u>1,631,551</u>	<u>1,666,505</u>
Excess (Deficit) of Cash Receipts over Cash Disbursements	31,379	(63,173)
Cash and Investments, Beginning	<u>2,174,622</u>	<u>2,237,795</u>
Cash and Investments, Ending	<u>\$ 2,206,001</u>	<u>\$ 2,174,622</u>
<i>Supplementary Information</i>		
<u>Cash and Investments at June 30,</u>	<u>2018</u>	<u>2017</u>
Cash and cash equivalents	\$ 1,075,711	\$ 1,046,079
Current portion of investments	-	-
Non current portion of investments	<u>1,130,290</u>	<u>1,128,543</u>
Total Cash and Investments	<u>\$ 2,206,001</u>	<u>\$ 2,174,622</u>

The accompanying notes are an integral part of this financial statement.

STATE ASSOCIATION OF COUNTY RETIREMENT SYSTEMS

NOTES TO THE FINANCIAL STATEMENT

FOR THE FISCAL YEARS ENDED JUNE 30, 2018 AND 2017

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. ORGANIZATION

State Association of County Retirement Systems (SACRS) is a not-for-profit association of 20 California county retirement systems, enacted under the County Employees Retirement Law of 1937. SACRS was formed in the early 1970's to provide forums for disseminating knowledge of, and developing expertise in, the operation of county retirement systems existing under current law, as well as to foster and take an active role in the legislative process. To accomplish SACRS' mission of addressing issues of importance to members, SACRS, contracting with Strategic Local Government Services, provides a variety of association management services, including three magazines a year, membership directory, semi-annual conferences, and oversight of SACRS.org. The Association is supported primarily through membership dues and conference fees.

B. BASIS OF ACCOUNTING

The accompanying financial statement has been prepared on the cash receipts and disbursements basis of accounting, which is a basis of accounting other than generally accepted accounting principles. Under that basis, the only assets recognized are cash and investments, and no liabilities are recognized. All transactions are recognized as either cash receipts or disbursements, and noncash transactions are not recognized. The cash basis differs from generally accepted accounting principles primarily because the effects of outstanding dues and obligations for assessments unpaid at the date of the financial statement are not included in the financial statement.

Management has elected to use the cash basis of accounting for this entity given the nature of its receipts and disbursements: revenue is almost always received and earned in the same period (e.g. at the beginning of the year for annual memberships, and shortly prior to events for conference attendance) and most expenses are incurred evenly over the year, with the exception of the billing for the conference hotel expense. Financial results by conference are presented in the Conference Summary Report in the Supplementary Information section of this document.

C. INCOME TAXES

The Association is exempt from federal and state income taxes under Section 501(c)(4) of the Internal Revenue Code and Section 23701f of the California Revenue and Taxation Code.

D. CONTRACTUAL AGREEMENTS

The Association has entered into various contractual agreements for professional services. These agreements include compensation for services rendered to the Association.

E. COMPARATIVE DATA

Comparative data for the prior year have been presented in certain sections of the accompanying financial statement in order to provide an understanding of changes in the Association's financial position and operations.

Since SACRS uses the cash basis of accounting, the timing of events and the ultimate settlement of bills may vary from year to year. For example; the Spring conference costs could be settled by June (by year end) or be extended into the subsequent year. Also the timing of events could affect when payments are made from year to year. Payments after year end will be paid out of the surplus generated out of the prior year conference receipts. So the surplus cash at year end may have future demands for prior expenses. Management prepares a conference summary report that reconciles these payments when settled; this report is presented as supplementary information.

STATE ASSOCIATION OF COUNTY RETIREMENT SYSTEMS

NOTES TO THE FINANCIAL STATEMENT

FOR THE FISCAL YEARS ENDED JUNE 30, 2018 AND 2017

2. CASH AND INVESTMENTS

Cash and Cash Equivalents

SACRS considers short-term highly liquid investments to be cash equivalents provided that they are both readily convertible to cash and had an original maturity of three months or less when purchased. The balance in cash and cash equivalents at June 30 include:

	<u>2018</u>	<u>2017</u>
Bank accounts	\$ 305,726	\$ 285,552
Bank certificates of deposit	-	-
Money market accounts	<u>769,985</u>	<u>760,527</u>
Total cash and cash equivalents	<u>\$ 1,075,711</u>	<u>\$ 1,046,079</u>

Cash in bank accounts at June 30, 2018 consisted of the following:

	<u>Bank of America</u>	<u>Community First Bank</u>	<u>Total</u>
Per bank	\$ 186,544	\$ 137,881	\$ 324,425
Checks outstanding	(1,186)	(17,513)	(18,699)
Deposits in transit	-	-	-
Total bank accounts	<u>\$ 185,358</u>	<u>120,368</u>	<u>\$ 305,726</u>

Cash in bank accounts at June 30, 2017 consisted of the following:

	<u>Bank of America</u>	<u>Community First Bank</u>	<u>Total</u>
Per bank	\$ 144,645	\$ 160,233	\$ 304,878
Checks outstanding	2,445	(17,513)	(15,068)
Deposits in transit	<u>(4,258)</u>	-	<u>(4,258)</u>
Total bank accounts	<u>\$ 142,832</u>	<u>\$ 142,720</u>	<u>\$ 285,552</u>

Cash balances on interest-bearing accounts held in banks are insured up to \$250,000 by the Federal Depository Insurance Corporation (FDIC). There were no amounts in excess of FDIC as of June 30, 2018 and 2017.

STATE ASSOCIATION OF COUNTY RETIREMENT SYSTEMS

NOTES TO THE FINANCIAL STATEMENT

FOR THE FISCAL YEARS ENDED JUNE 30, 2018 AND 2017

Investments

In March 2015, SACRS invested in the CalTRUST Medium-Term Fund (the “Fund”), depositing \$1,104,130. The balance as of June 30, 2018 and 2017 presented in the financial statement is \$1,130,290 and \$1,128,543; respectively. This balance includes reinvested interest income totaling \$15,892 and \$10,124, respectively, but does not include changes in fair market value for the year ended June 30, 2018 and 2017 totaling (\$1,140) and (\$2,262) respectively. The fair market value of SACRS’ investment in the Fund at June 30, 2018 and 2017 is \$1,129,150 and \$1,126,281, respectively. The current portion of the investment account represents underlying securities which are immediately redeemable (e.g. equities), or will mature within one year. The current portion of investments at June 30, 2018 and 2017 was \$0. The Fund is not rated or insured. Total return on the Fund for the years ended June 30, 2018 and 2017 was 1.41% and 1.28%, respectively.

3. CONTRACTS

SACRS has entered into contracts with various hotels to reserve facilities and guest rooms for its upcoming conferences and events. Cancellation fees associated with these contracts vary by date of notice. All hotel contracts specify the total number of guest room nights reserved at a group rate. If guest nights attributed to the convention fall below a specified minimum, SACRS is obligated to pay a room attrition rate for every guest night below the contracted minimum; standard room rates exceed the attrition rate. The organization is also responsible for food and beverage minimums as specified below. Hotel contracts entered into as of the audit date are summarized here:

Conference	Cancellation Fees	Food and Beverage Minimums	Guest Room Nights Reserved	Guest Room Nights Minimum	Rooms Attrition
Fall 2018	\$55,418-\$286,672	\$100,000	968	774	\$226 plus tax
Spring 2019	\$156,549-\$281,789	\$100,000	1035	880	\$189 plus tax
Fall 2019	\$84,596-\$181,192	\$120,000	875	700	\$199 plus tax
Spring 2020	\$214,705-\$316,464	\$170,000	1145	973	\$229 plus tax
Fall 2020	\$49,194-\$408,276	\$80,000	890	700	\$226 plus tax
Spring 2022	\$135,682-\$421,365	\$150,000	1185	948	\$229 plus tax
Fall 2023	\$123,832-\$397,665	\$150,000	1185	948	\$209 plus tax

4. DONATED SERVICES

Directors and officers have made a significant contribution of their time to develop the organization and its programs. No amounts have been recognized in the accompanying statement of cash receipts and disbursements as no cash changed hands as a result of the donated services.

5. SUBSEQUENT EVENTS

SACRS’ management has evaluated subsequent events through December 12, 2018, the date which the financial statement was issued. Management is not aware of any subsequent events that would require recognition or disclosure in the financial statement.

SUPPLEMENTARY INFORMATION

STATE ASSOCIATION OF COUNTY RETIREMENT SYSTEMS
COMBINING STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2018

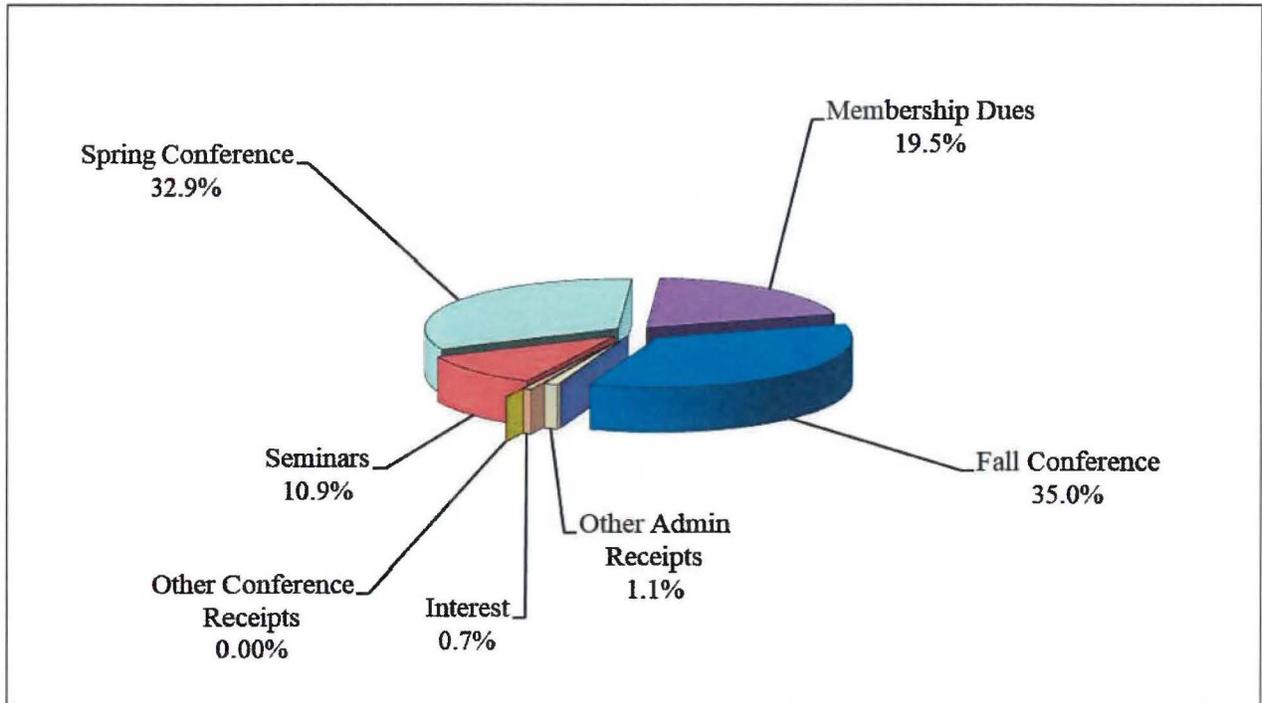
	<u>Conference</u>	<u>Administration</u>	<u>Total</u>
<u>Cash Receipts</u>			
Dues	\$ -	\$ 324,000	\$ 324,000
Conference			
Fall	581,490	-	581,490
Spring	546,710	-	546,710
Seminars	181,000		181,000
Other Admin Receipts	-	18,180	18,180
Other Conference Receipts	40	-	40
Interest	11,510	-	11,510
	<u>1,320,750</u>	<u>342,180</u>	<u>1,662,930</u>
<u>Cash Disbursements</u>			
Conference			
Fall - 2016			
Hotel and meals	304,155	-	304,155
Audio and visual	43,826	-	43,826
Program materials	78,637	-	78,637
Spring - 2017			
Hotel and meals	167,017	-	167,017
Audio and visual	40,300	-	40,300
Program materials	56,567	-	56,567
Seminars	247,190	-	247,190
Conference Administration	12,416	-	12,416
Prior Year and Other Expenses	216,357	-	216,357
Total conference disbursements	<u>1,166,465</u>	<u>-</u>	<u>1,166,465</u>
Administration	-	345,134	345,134
Legislative representation	-	836	836
Lobbying	-	76,477	76,477
Newsletters	-	-	-
Committee meetings	-	24,997	24,997
Special projects	-	17,642	17,642
Total administration disbursements	<u>-</u>	<u>465,086</u>	<u>465,086</u>
Total Cash Disbursements	<u>1,166,465</u>	<u>465,086</u>	<u>1,631,551</u>
Excess (Deficit) of Cash Receipts over Cash Disbursements	154,285	(122,906)	31,379
Cash and Investments, Beginning	<u>2,883,638</u>	<u>(709,016)</u>	<u>2,174,622</u>
Cash and Investments, Ending	<u>3,037,923</u>	<u>(831,922)</u>	<u>2,206,001</u>

STATE ASSOCIATION OF COUNTY RETIREMENT SYSTEMS

GRAPHICAL PRESENTATION OF CASH RECEIPTS

FOR THE FISCAL YEAR ENDED JUNE 30, 2018

CASH RECEIPTS BY SOURCE

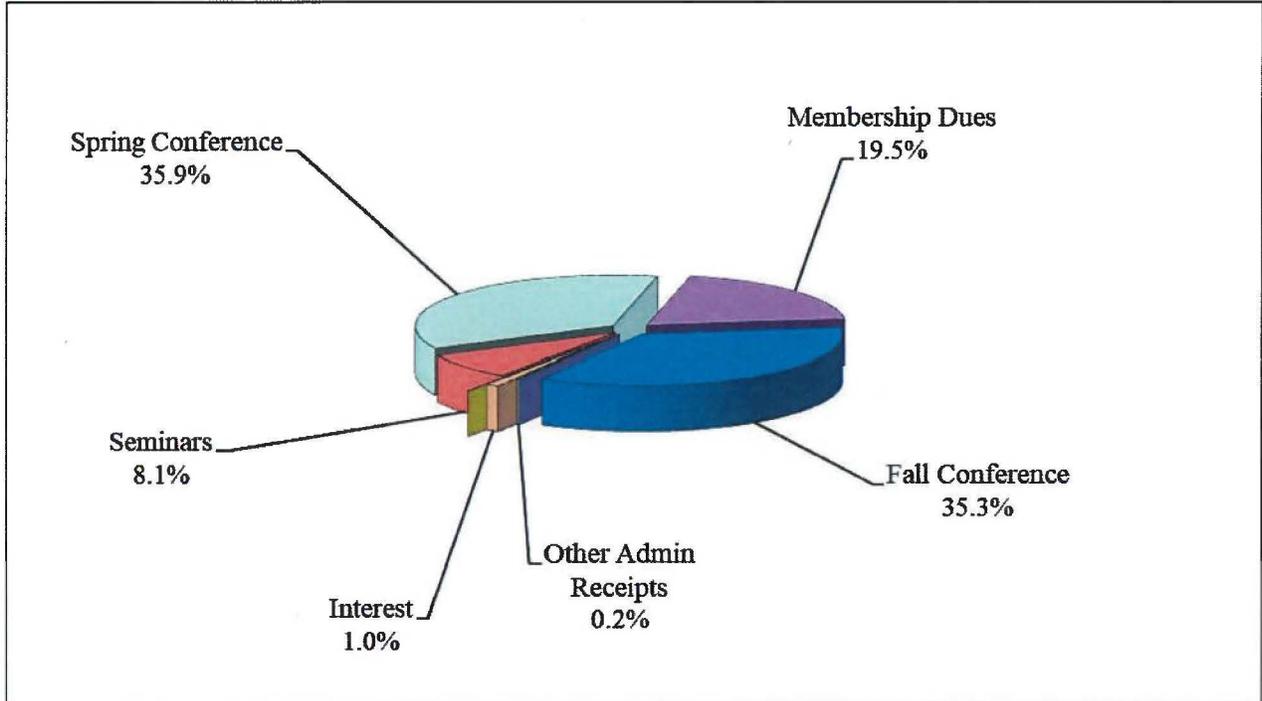


STATE ASSOCIATION OF COUNTY RETIREMENT SYSTEMS

GRAPHICAL PRESENTATION OF CASH RECEIPTS

FOR THE FISCAL YEAR ENDED JUNE 30, 2017

CASH RECEIPTS BY SOURCE

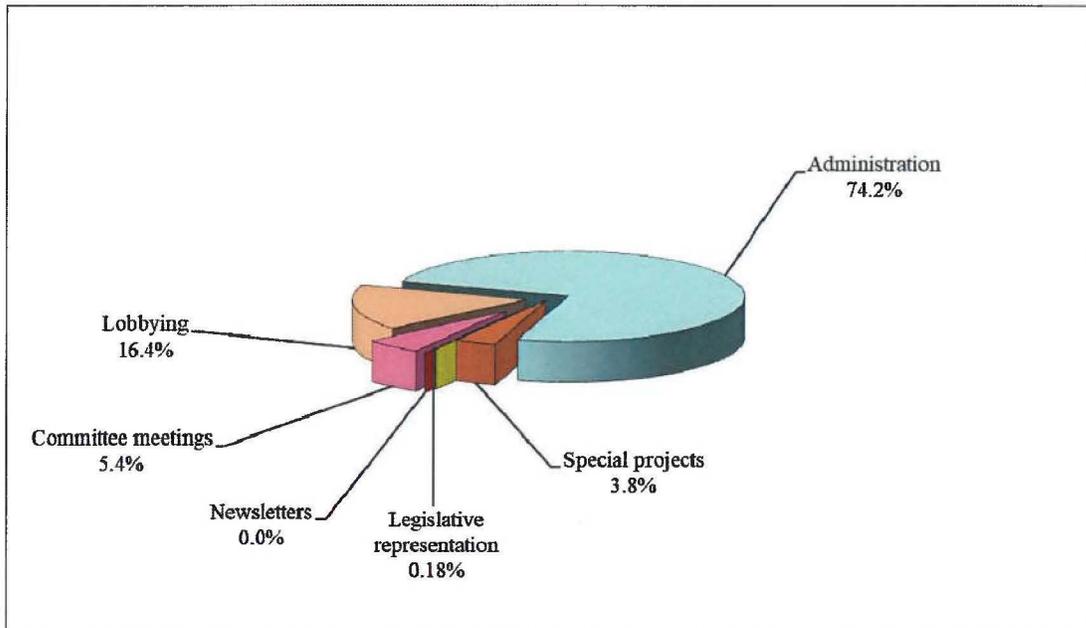


STATE ASSOCIATION OF COUNTY RETIREMENT SYSTEMS

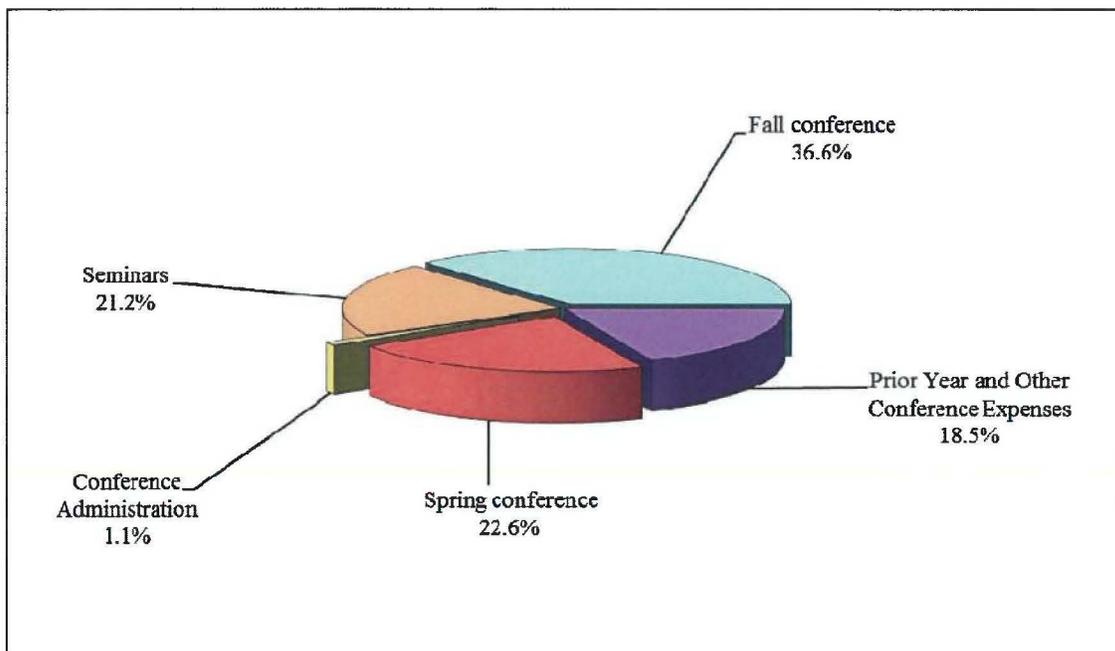
GRAPHICAL PRESENTATION OF CASH DISBURSEMENTS

FOR THE FISCAL YEAR ENDED JUNE 30, 2018

ADMINISTRATION CASH DISBURSEMENTS



CONFERENCE CASH DISBURSEMENTS

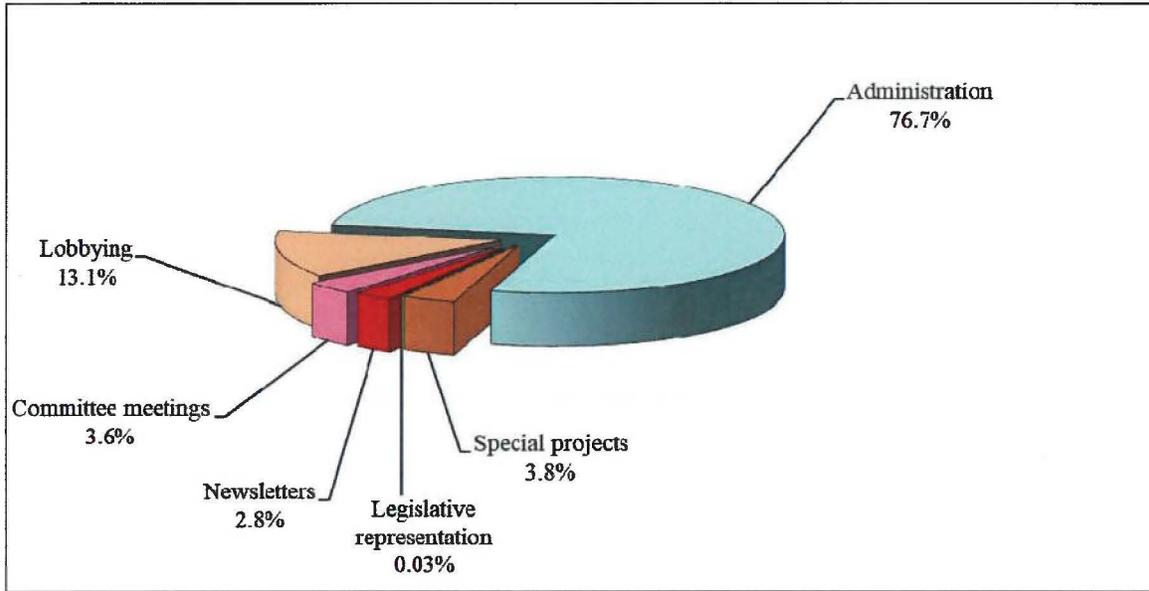


STATE ASSOCIATION OF COUNTY RETIREMENT SYSTEMS

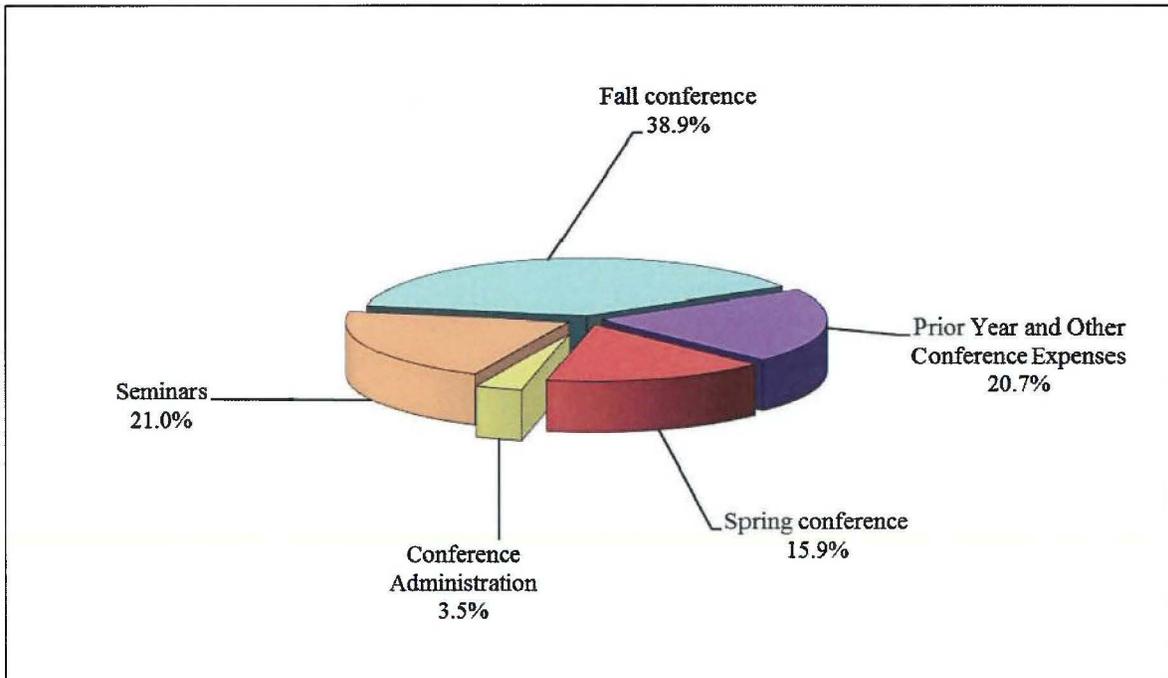
GRAPHICAL PRESENTATION OF CASH DISBURSEMENTS

FOR THE FISCAL YEAR ENDED JUNE 30, 2017

ADMINISTRATION CASH DISBURSEMENTS



CONFERENCE CASH DISBURSEMENTS



STATE ASSOCIATION OF COUNTY RETIREMENT SYSTEMS

CONFERENCE SUMMARY REPORT

	Spring 2018 Anaheim	Fall 2017 San Francisco	Spring 2017 Napa	Fall 2016 Indian Wells	Spring 2016 Costa Mesa	Fall 2015 San Diego
Cash receipts						
Conference	\$ 546,900	\$ 581,490	\$ 572,159	\$ 566,265	\$ 494,920	\$ 586,885
Total cash receipts	<u>546,900</u>	<u>581,490</u>	<u>572,159</u>	<u>566,265</u>	<u>494,920</u>	<u>586,885</u>
Cash disbursements						
Hotel and meals	152,017	304,155	295,157	310,266	236,616	307,120
Audio and visual	40,300	43,826	10,000	49,186	39,483	42,378
Program materials	20,909	26,722	42,282	77,666	36,907	44,441
Program Speakers	35,159	50,363	-	-	-	-
Conference Administration	7,183	11,333	6,921	7,198	15,958	17,570
Total cash disbursements	<u>255,568</u>	<u>436,400</u>	<u>354,361</u>	<u>444,317</u>	<u>328,963</u>	<u>411,509</u>
Net cash provided by conference	<u>\$ 291,332</u>	<u>\$ 145,090</u>	<u>\$ 217,798</u>	<u>\$ 121,948</u>	<u>\$ 165,957</u>	<u>\$ 175,376</u>
Total attendees	599	603	611	597	601	715

NEW BUSINESS

7.B. Chief Executive Officer's Report.



*Office of the Chief Executive Officer
Office of Administration*

DATE: April 18, 2019
 TO: Members of the Board of Retirement
 FROM: Dave Nelsen, Chief Executive Officer *DN*
 SUBJECT: **Chief Executive Officer's Report**

Senior Manager Recruitment

No vacancies needing recruitment.

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		A law passed in 2017 expanding the circumstances regarding employers pre-paying retirement contributions. ACERA should develop a policy regarding this option.
Revise the format of the Statement of Reserves Report	Margo Allen	With the next Semi-annual report		Revise the format of the Report to increase readability, particularly for those accessing the report electronically.

Conference Schedule

SACRS Spring Conference and Business Meeting Tue, May 7 thru Fri, May 10, 2019
 NCPERS Annual Conference Mon, May 20 thru Wed, May 22, 2019

Other

Team Engagement Survey:

We are conducting our second team engagement survey from Mon, Apr 15 thru Mon, Apr 22, 2019. This survey will ask the same questions as it did in last October's survey, and the team will be rating their answers based upon the last six months of activity.

Pension Administration System (PAS) Replacement:

LRWL has been working through the requirements meetings and are on-schedule for the delivery of the requirements document to LRS. They have largely completed documentation of the “as is” processes and are working on the “to be” requirements. These requirements will be submitted to LRS for analysis as they are developed, and will become the foundation for contract negotiations and design/development of the new system.

Process Excellence Activities:

The Employee Development Project is completing work developing employee personal development plan templates and processes. This is being implemented through April. Upon completion, we will have developed a new performance evaluation tool, designed a performance development plan template for implementation with each employee and developed a professional development plan template for those employees trained in their current role and are interested in further career development.

The current benefits process being examined, Service Purchases, has been largely completed. Early results show reduced processing time for new requests decreasing from over 90 days to complete to less than 45 days on average. Additionally, work is being done to reduce the backlog of previously requested purchases. The next process to be reviewed is the Terminations Process.

Leaders continue their work on two initiatives: **1)** developing agency-wide operational effectiveness measures and **2)** developing a process to identify, prioritize and balance resources for the many projects of the Association. We meet monthly to go over each of our operational indicators, to discuss issues, examine resources and make necessary decisions to address items not within our goals. Additionally, we discuss the progress of each project underway in the organization, whether it is on time, on budget, etc. and address issues if the project is at risk of not meeting deadlines.

Below is a list of all the current developed operational measures we are tracking. Additional measures may be added and current measures replaced and/or modified as necessary.

Scorecard KPI	2019 Performance Goal
Portfolio Performance vs. Policy Benchmark	Annualized 10-year return will meet or exceed policy benchmark at the total fund level
Actual Spent vs. Approved Budget	On budget or 5% below 2019 approved budget
Line-Item Budget Variances	100% of line items are + or – 5% of budget
Project Completion On-Time/On-Budget	80% of projects completed on-time / 100% completed on-budget (when applicable)

Employee Engagement Survey Results	80% of responses in top two rating boxes on the question: "Is ACERA a great place to work?"
2018 Employee Performance Evaluation Completion	100% of Employees with completed 2018 Performance Evaluations by 2/15/19
2019 Employee Performance Plan Completion	100% of Employees with completed 2019 Performance Plans by 3/30/19
2019 Professional Development Plan Completion	100% of Employees with completed 2019 Professional Development Plans by 6/30/19
Monthly Employee Coaching Meetings	80% of employees participate in a coaching meeting each month with their manager beginning April, 2019