



MINUTES OF JUNE 7, 2023 OPERATIONS COMMITTEE MEETING

To: Members of the Operations Committee

From: Kellie Simon, Chair

Subject: Summary of the June 7, 2023 Operations Committee Meeting

Committee Chair Kellie Simon called the June 7, 2023 Operations Committee meeting to order at 9:31 a.m.

ACERA TRUSTEES, SENIOR MANAGERS AND PRESENTING STAFF IN ATTENDANCE

Committee members present were Kellie Simon, Ross Clippinger and Elizabeth Rogers. Also present were George Wood, and alternate members Cynthia Baron and Kevin Bryant. Ophelia Basgal, Keith Carson, and Tarrell Gamble arrived after roll call.

Staff present were David Nelsen, Chief Executive Officer; Lisa Johnson, Assistant Chief Executive Officer; Carlos Barrios, Assistant Chief Executive Officer; Jeff Rieger, Chief Counsel; Jessica Huffman, Benefits Manager; Sandra Dueñas-Cuevas, Benefits Manager; Vijay Jagar, Chief Technology Officer; Erica Haywood, Fiscal Services Officer. Harsh Jadhav, Chief of Internal Audit and Betty Tse, Chief Investment Officer; attended via Zoom.

PUBLIC INPUT

None

Action Items

None

INFORMATION ITEMS

1. Operating Expenses as of 04/30/2023

Staff presented the Operating Expense Report. As of April 30, 2023, actual expenses were \$95K under budget. Budget overages noted were Staffing (\$29K over budget) and Board of Retirement (\$54K over budget). Budget surpluses noted were Staff Development (\$41K under budget), Professional Fees (\$50K over budget), Office Expense (\$37K under budget), Member Services (\$48K under budget), Systems (\$2K under budget).

2. Elections Follow up

Staff followed up with the committee's request on ideas to improve voter turnout for board elections. For the 2022 election, there was additional voter outreach as a strategy to increase the rate of participation. In the 2022 election, the rate of voter participation increased to 24.56%.

Staff has looked into online and hybrid voting options in response to the Committees 2022 request. The committee has requested a vendor demonstration.

TRUSTEE INPUT AND DIRECTION TO STAFF

Trustee Gamble asked staff if it was possible to receive trustee reimbursement checks by Automated Clearing House (ACH). Staff explained that it was an option. Staff will provide trustees with information, and the requirements needed, to be set up for ACH.

FUTURE DISCUSSION ITEMS

July (to be presented at Board Meeting)

- Operating Expenses as of 05/31/2023

August

- Voluntary Elected Member Employer Reimbursement Policy Review, discussion and possible motion to renew the Voluntary Elected Member Employer Reimbursement Policy, with or without revisions
- Electronic Tablet policy review, discussion and possible motion to renew the Electronic Tablet policy, with or without revisions
- MMRO Annual Report

ESTABLISHMENT OF NEXT MEETING DATE

The next meeting is scheduled for Wednesday August 2, 2023, at 9:30 a.m.

MEETING ADJOURNED

The meeting adjourned at 10:00 a.m.