



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

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

**ACERA MISSION:**

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

**Wednesday, November 3, 2010  
9:00 a.m.**

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

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

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

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

# **OPERATIONS COMMITTEE/BOARD MEETING**

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

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

- 1. Discussion and possible motion for authorization for staff to enter into a service provider agreement with The Segal Company's communications group to produce ACERA's annual Deferred and Active Member Statements for 2010.**

- Kathy Foster

### Recommendation

The Operations Committee recommends to the Board of Retirement that the Board authorize staff to enter into a Service Provider Contract with The Segal Company to produce the annual Active and Deferred Member Statements for 2010.

- 2. Discussion and possible motion to authorize staff to enter into negotiations with ACCSYS for services to upgrade Great Plains to version 2010**

- Catherine Walker

### Recommendation

The Operations Committee recommends to the Board of Retirement that the Board authorize staff to enter into negotiations with ACCSYS for services to upgrade Great Plains to version 2010.

- 3. Authorization to Vote at the SACRS 2010 Fall Conference Business Meeting**

- Catherine Walker

### Recommendation

Staff recommends that the Operations Committee authorize the Acting Chief Executive Officer to vote on behalf of the Board of Retirement at the SACRS 2010 Fall Conference Business Meeting on November 12, 2010 on any agenda items that require action.

- 4. 2011 Operating Expense Budget**

Discussion and possible motion to approve the 2011 Operating Expense Budget

- Catherine Walker

### Recommendation

The Operations Committee recommends to the Board of Retirement that the Board approve the 2011 Operating Expense Budget.

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

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

- 1. Board Member Conference Attendance Report**  
Quarterly report on conferences attended by Board Members  
- Catherine Walker
- 2. Quarterly Financial Statement**  
Financial update for the 3<sup>rd</sup> quarter ending September 30, 2010  
- JP Singh
- 3. Total Operating Expenses – Budget vs Actual as of September 30, 2010**
  - a) Report on the status of ACERA's budget as of September 30, 2010  
- JP Singh
  - b) Review of the 3<sup>rd</sup> quarter budget to actual expenditures for the Web Member Services implementation  
- Catherine Walker
- 4. Call Center Report**  
Quarterly update on the Call Center  
- Michael Fara
- 5. Legislative Update**  
Update on legislation of interest to ACERA  
- Robert Gaumer
- 6. 2010 Business Continuity Exercise Results**  
Report on the October 22<sup>nd</sup> Business Continuity exercise  
- Latrena Walker

## **Trustee/Public Input**

### **Future Discussion Items**

- SB 1479 – Public Employment and Retirement
- Report on Member Statement Errors

### **Establishment of Next Meeting Date**

December 1, 2010 at 9:00 a.m.