



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

**GOVERNANCE 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.

**Thursday, December 15, 2011
11:30 a.m.**

LOCATION	COMMITTEE MEMBERS	
ACERA C.G. "BUD" QUIST BOARD ROOM 475 14TH STREET, 10TH FLOOR OAKLAND, CALIFORNIA 94612-1900 MAIN LINE: 510.628.3000 FAX: 510.268.9574	GEORGE DEWEY, CHAIR	APPOINTED
	OPHELIA BASGAL, VICE CHAIR	APPOINTED
	DALE AMARAL	ELECTED SAFETY
	ANNETTE CAIN-DARNES	APPOINTED
	DONALD WHITE	EX-OFFICIO

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

The order of agenda items is subject to change without notice. Board and committee agendas and minutes are available online at www.acera.org.

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

All writings that are distributed to a majority of members of the ACERA Board of Trustees in connection with a matter subject to discussion at an open meeting of the Board or one of its Committees are public records within the meaning of the California Public Records Act and are available for inspection upon request, unless the writings are privileged or otherwise exempt from disclosure under the provisions of the California Public Records Act. Please contact (510) 628-3000 to request to inspect documents. Documents will be made available at ACERA, 475 14th Street, Suite 1000, Oakland, California.

GOVERNANCE COMMITTEE/BOARD MEETING

NOTICE and AGENDA, Page 2 of 3 – Thursday, December 15, 2011

Call to Order: 11:30 a.m.

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

1. Review, Discussion, and Possible Motion to Adopt the Amendments and renew the **ACERA Membership Policy**.

- Recommendation – The Governance Committee advises the Board of Retirement to approve the recommended changes to the ACERA Membership Policy and approve the proposed amendments to § II.C.4., related to change in status of members.

– Robert Gaumer

2. Review, Discussion and Possible Motion to Adopt Amendments and renew the **Board Elections Policy**.

- Recommendation – The Governance Committee advises the Board of Retirement that it finds the content of the Board Elections Policy is appropriate and continues to meet the needs of ACERA and should be renewed with revisions as recommended by Staff.

– Robert Gaumer

3. Review, Discussion and Possible Motion to Adopt Amendments and renew the **Chief Executive Officer Annual Performance Evaluation Policy**.

- Recommendation – The Governance Committee advises the Board of Retirement that it finds the content of the Chief Executive Officer Annual Performance Evaluation Policy is appropriate and continues to meet the needs of ACERA and should be renewed with revisions as recommended by Staff.

– Robert Gaumer

4. Review, Discussion and Possible Motion to Adopt Amendments and renew the **Record Retention Policy and Schedule**.

- Recommendation – The Governance Committee advises the Board of Retirement that it finds the content of the Record Retention Policy And Schedule is appropriate and continues to meet the needs of ACERA and should be renewed with revisions as recommended by Staff.

– Robert Gaumer

GOVERNANCE COMMITTEE/BOARD MEETING

NOTICE and AGENDA, Page 3 of 3 – Thursday, December 15, 2011

5. Review, Discussion and Possible Motion to renew the Retiree Payroll Deduction and Assignment of Benefit Policy.

- Recommendation – The Governance Committee advises the Board of Retirement that it finds the content of the Retiree Payroll Deduction and Assignment of Benefit Policy is appropriate and continues to meet the needs of ACERA and should be renewed with revisions as recommended by Staff.

– Robert Gaumer

6. Review, Discussion and Possible Motion to Adopt Amendments and renew the Senior Management Contingency Plan.

- Recommendation – The Governance Committee advises the Board of Retirement that it finds the content of the Senior Management Contingency Plan is appropriate and continues to meet the needs of ACERA and should be renewed with revisions as recommended by Staff.

– Robert Gaumer

7. Review, Discussion and Possible Motion to Adopt Amendments and renew the Service Provider Policy.

- Recommendation – The Governance Committee advises the Board of Retirement that it finds the content of the Service Provider Policy is appropriate and continues to meet the needs of ACERA and should be renewed with revisions as recommended by Staff.

– Robert Gaumer

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

- None

Trustee/Public Input

- None

Future Discussion Items

- Trustee Education Policy
- Review and Revise Conflict of Interest Policy
- Review and Revise Conflict of Interest Code

Establishment of Next Meeting Date

- March 2012