



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, December 19, 2024
2:00 p.m.**

LOCATION AND TELECONFERENCE	BOARD OF RETIREMENT TRUSTEES	
<p>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</p> <p>The public can observe the meeting and offer public comment by using the below Webinar ID and Passcode after clicking on the below link or calling the below call-in number.</p> <p>Link: https://zoom.us/join Call-In: 1 (669) 900-6833 US Webinar ID: 879 6337 8479 Passcode: 699406</p> <p>For help joining a Zoom meeting, see: https://support.zoom.us/hc/en-us/articles/201362193</p>	OPHELIA BASGAL CHAIR	APPOINTED
	KELLIE SIMON FIRST VICE-CHAIR	ELECTED GENERAL
	TARRELL GAMBLE SECOND VICE-CHAIR	APPOINTED
	KEITH CARSON	APPOINTED
	ROSS CLIPPINGER	ELECTED SAFETY
	JAIME GODFREY	APPOINTED
	HENRY LEVY	TREASURER
	ELIZABETH ROGERS	ELECTED RETIRED
	GEORGE WOOD	ELECTED GENERAL
	CYNTHIA BARON	ALTERNATE RETIRED ¹
KEVIN BRYANT	ALTERNATE SAFETY ²	

¹ The 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 Safety Member and an Elected General Member, are absent.

² The Alternate Safety Member votes in the absence of the Elected Safety Member, either of the two Elected General Members, or both the Retired and Alternate Retired Members.

Note regarding accommodations: If you require a reasonable modification or accommodation for a disability, please contact ACERA between 9:00 a.m. and 5:00 p.m. at least 72 hours before the meeting at accommodation@acera.org or at 510-628-3000.

Public comments are limited to four (4) minutes per person in total. The order of items on the agenda is subject to change without notice.

Board and Committee agendas and minutes and all documents distributed to the Board or a Committee in connection with a public meeting (unless exempt from disclosure) are posted online at www.acera.org and also may be inspected at 475 14th Street, 10th Floor, Oakland, CA 94612-1900.

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

4. CONSENT CALENDAR:

The Board will adopt the entire Consent Calendar by a single motion, unless one or more Board members remove one or more items from the Consent Calendar for separate discussion(s) and possible separate motion(s).

A. REPORT ON SERVICE RETIREMENTS:

Appendix A

B. LIST OF DEFERRED RETIREMENTS:

Appendix B

C. LIST OF DECEASED MEMBERS:

Appendix C

D. APPROVE REQUEST(S) FOR UP TO 130 BI-WEEKLY PAYMENTS TO RE-DEPOSIT CONTRIBUTIONS AND GAIN CREDIT:

None

E. APPROVE UNCONTESTED STAFF RECOMMENDATIONS ON DISABILITY RETIREMENTS AND DEATH BENEFITS:

Appendix E

F. APPROVE UNCONTESTED HEARING OFFICER RECOMMENDATIONS FOR DISABILITY RETIREMENTS AND DEATH BENEFITS:

None

G. APPROVE MINUTES of BOARD and COMMITTEE MEETINGS:

November 21, 2024 of the Regular Board Meeting

November 21, 2024 Governance Committee Minutes

November 21, 2024 Operations Committee Minutes

December 4, 2024 Investment Committee Minutes

H. MISCELLANEOUS:

- *Operating Expenses as of 10/31/24*
- *Quarterly Report on Member Underpayments and Overpayments*
- *3rd Quarter Call Center Report*
- *Approve Staff Recommendation regarding Alameda Health System's Reinstated and Renamed Pay Item/Code RN Training Pay – 221*
- *2025 Travel Allotment*

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

REGULAR CALENDAR
REPORTS AND ACTION ITEMS

5. DISABILITY, DEATH AND OTHER BENEFIT CLAIMS:

- A. The following Item will be addressed in Closed Session, pursuant to Gov't Code § 54957(b):**

Non-Service-Connected Disability Retirement Application of Shauna White, Eligibility Services Technician III, Social Services Agency for the County of Alameda: Consideration of Hearing Officer's Proposed Findings of Fact and Recommended Decision, per Gov't Code § 31534.

6. COMMITTEE REPORTS, RECOMMENDATIONS AND MOTIONS:

- A. Investment: [See December 4, 2024 Investment Committee Agenda Packet for public materials related to the below listed items.]**

1. Summary of December 4, 2024 Meeting.
2. Motion to approve the 2024 Private Equity Investment Plan.
3. Motion to approve the Qualified List of Candidates for ACERA's Emerging Markets Equity Manager Search – Public Equities.
4. Motion to (i) Consent to the Assignment of NEPC's Investment Consulting Services Agreement to HighTower Advisors, LLC (HighTower) and (ii) Place NEPC on Watchlist as a Result of its Organization Change per ACERA's General Investment Policy, effective immediately.

- B. Retirees: [See December 19, 2024 Retirees Committee Agenda Packet for public materials related to the below listed items.]**

1. Summary of December 19, 2024 Meeting.
3. Motion to continue to provide the Medicare Part B Reimbursement Plan (MBRP) benefit to eligible retirees in 2025, and approve the reimbursement based on the lowest standard monthly Medicare Part B premium at the rate of \$185.00. The MBRP benefit is a non-vested benefit funded by contributions from ACERA Employers to the 401(h) account. After contributions are made, in accordance with the County Employees Retirement Law, ACERA treats an equal amount of Supplemental Retiree Benefit Reserve assets as employer contributions for pensions.

4. Motion to adopt the revised and updated Appendix A to Resolution No. 07-29, which reflects the changes approved by the Board to the Monthly Medical Allowance amounts for Group and Individual Plans as well as the Retiree Health Benefit contribution amounts for Plan Year 2025.
5. Motion to adopt Staff’s proposed revisions to the Supplemental Retiree Benefit Reserve Policy, as recommended by the Retirees Committee.

7. NEW BUSINESS:

- A. Discussion and Possible Motion regarding Chief Executive Officer Compensation.
- B. Chief Executive Officer’s Report.

8. CONFERENCE/ORAL REPORTS

9. ANNOUNCEMENTS

10. BOARD INPUT

11. ESTABLISHMENT OF NEXT MEETING:

Thursday, January 16, 2025 at 2:00 p.m.

12. CLOSED SESSION:

- A. See Item 5A above.
- B. Conference with Designated Representative (Ophelia Basgal) regarding Compensation Negotiations with the Chief Executive Officer (Cal. Gov’t Code § 54957.6).

13. REPORT ON ACTION TAKEN IN CLOSED SESSION

14. ADJOURNMENT

**APPENDIX A
REPORT ON SERVICE RETIREMENTS**

ADKINS, Marlene
Effective: 9/14/2024
Sheriff's Office

GELICO, Juliet
Effective: 9/17/2024
Social Services Agency

ARANGUREN, Michael
Effective: 9/28/2024
Alameda Health System

GLANN, John
Effective: 9/28/2024
General Services Agency

AYALA, Diana
Effective: 9/17/2024
Child Support Services

GREVIOUS, Vernon
Effective: 9/21/2024
Social Services Agency

BILETNIKOFF, John
Effective: 9/21/2024
District Attorney

HARLESS, Cindy
Effective: 9/7/2024
Alameda Health System

CAMPBELL, Linda
Effective: 9/17/2024
Probation

HEMPILL, Thomas
Effective: 9/29/2024
Zone 7 Water Agency

CHASE, Roger
Effective: 9/14/2024
Information Technology Department

HERRERA, Caroline
Effective: 9/28/2024
Social Services Agency

CLARK, Doris
Effective: 8/30/2024
Auditor-Controller

KERR, Dorothy
Effective: 9/13/2024
Sheriff's Office

COUGHLIN, Mary
Effective: 8/19/2024
Alameda Health System

LEOCARIO, Brenda
Effective: 9/28/2024
County Administrator's Office

DEMARTINI, Ginny
Effective: 9/14/2024
Board of Supervisors

LI, Su
Effective: 9/28/2024
Community Development Agency

DENNIS, Regina
Effective: 9/14/2024
Superior Court

MENDOZA, Luzviminda
Effective: 8/31/2024
Alameda Health System

DOUGLAS, Lucinda
Effective: 9/28/2024
General Services Agency

NG, Paul
Effective: 9/14/2024
Information Technology Department

**APPENDIX A
REPORT ON SERVICE RETIREMENTS**

NGUYEN, Yasmin
Effective: 9/28/2024
Alameda County Health

SALEHI, Behzad
Effective: 8/31/2024
Information Technology Department

NI, Wenshi
Effective: 9/13/2024
Alameda Health System

SANGHERA, Ranvir
Effective: 8/30/2024
Sheriff's Office

ROXAS, Ana
Effective: 9/14/2024
Child Support Services

TSANG, Josephine
Effective: 9/14/2024
Social Services Agency

SALAZAR, Kimberly
Effective: 9/28/2024
Probation

WILLIAMS, Carla
Effective: 10/1/2024
Superior Court

**APPENDIX B
LIST OF DEFERRED RETIREMENTS**

AHMAD, Maryam
District Attorney
Effective Date: 8/16/2024

BRAMBILA, Alessandra
District Attorney
Effective: 8/30/2024

ALLEN-KANG, Sandra
Public Defender
Effective: 9/6/2024

CANFIELD, Heather
Superior Court
Effective: 9/6/2024

ARDILA CORZO, Sergio
Board of Supervisors
Effective: 8/30/2024

CESPEDES, Rafael
Human Resource Services
Effective: 8/12/2024

ARROYO, Marietta
Social Services Agency
Effective: 8/9/2024

CHITWOOD, Jason
Alameda Health System
Effective: 9/12/2024

AVIST, Antionique
Superior Court
Effective: 9/20/2024

CREE, Katie
Social Services Agency
Effective: 8/30/2024

BANKS, Khalil
Social Services Agency
Effective: 8/16/2024

CRENSHAW, David
Public Works Agency
Effective: 8/26/2024

**APPENDIX B
LIST OF DEFERRED RETIREMENTS**

CRUZ, Noelle Kristine
Library
Effective: 8/30/2024

GARLIN, Amy
Alameda County Health
Effective: 9/13/2024

FERNANDEZ, Randy
Sheriff's Office
Effective: 8/31/2024

GRAMLICH, David
Assessor
Effective: 8/22/2024

FERREIRA WHELAN, Christian
Social Services Agency
Effective: 9/9/2024

GRIER, Pamela
Social Services Agency
Effective: 8/30/2024

FOO, Christopher
Sheriff's Office
Effective: 8/30/2024

HOWARD, Shani
Alameda Health System
Effective: 9/19/2024

GAINES, Joyce
Alameda Health System
Effective: 8/11/2024

KIVALU, Mele
Social Services Agency
Effective: 8/7/2024

GARCIA LUNA, Michelle
Superior Court
Effective: 9/6/2024

LINDSAY, Russell
Alameda Health System
Effective: 8/30/2024

GARCIA-MORON, Hilario
Social Services Agency
Effective: 8/9/2024

LOAYZA, Rosa
Alameda Health System
Effective: 8/30/2024

NUYDA, Andrea
Alameda Health System
Effective: 8/27/2024

**APPENDIX C
LIST OF DECEASED MEMBERS**

BONANNO, Philip B.
Alameda Health System
11/13/2024

CLEVINGER, Evelyn
Survivor of James Clevenger
11/7/2024

CASTILLO, Estela
Human Resource Services
10/21/2024

CONTRERAS, Gloria J.
Superior Court
11/2/2024

**APPENDIX C
LIST OF DECEASED MEMBERS**

DIXON, Ann
Survivor of Albert V. Dixon
10/16/2024

LEONG, Nai J.
Public Works Agency
10/20/2024

GARCIA, Dardinella L.
Sheriff's Office
10/30/2024

PETROVITCH, Pierre
Public Works Agency
11/4/2024

GARDELLA, Kathryn M.
Behavioral Health Care Services
11/6/2024

PHILLIPS, Herbie D.
Probation
10/30/2024

GREEN, Helen
Survivor of Paul D. Green
10/29/2024

ROBINSON, Jerry
Public Works Agency
10/26/2024

HUDNALL, Posey Virginia
Superior Court
11/1/2024

SANDERS, Charles R.
Alameda Health System
11/13/2024

JAMES, Autrey B.
District Attorney
11/9/2024

TRAPP, Reiko
Survivor of Gerald Trapp
10/26/2024

JEONG, Anna
Housing Authority
10/31/2024

VICERAL, Val
Sheriff's Office
10/29/2024

LANDER, Frank D.
Social Services Agency
11/6/2024

WARDE, Dennis S.
Human Resource Services
10/10/2024

APPENDIX E
APPROVE UNCONTESTED STAFF RECOMMENDATIONS ON
DISABILITY RETIREMENTS AND DEATH BENEFITS

Name: **Hughey, Ti’Nika**
Type of Claim: Service-Connected

Staff’s Recommendations:

Adopt the findings, conclusions and recommendations in the Medical Advisor’s report, including but not limited to, granting Ms. Hughey’s application for a service-connected disability retirement and requiring annual medical examinations and/or questionnaires at this time.

Name: **Moshier, Emily**
Type of Claim: Service-Connected

Staff’s Recommendations:

Adopt the findings, conclusions and recommendations in the Medical Advisor’s report, including but not limited to, granting Ms. Moshier’s application for a service-connected disability retirement and waiving annual medical examinations and questionnaires at this time.

Based on Ms. Moshier’s inability to ascertain the permanency of her incapacity until after the date following the day for which she last received regular compensation, to grant Ms. Moshier’s request for an earlier effective date.

Name: **McCullough, Sakeena**
Type of Claim: Non-Service Connected

The Board granted Ms. McCullough a non-service-connected disability on July 18, 2024, but postponed its decision regarding medical examinations/questionnaires and her request for an earlier effective date.

Staff’s Recommendations:

Based on the recommendation of the Medical Advisor, to require annual medical examinations and/or questionnaires at this time.

Based on the Medical Advisor’s finding regarding Ms. McCullough’s inability to ascertain the permanency of her incapacity until after the date following the day for which she last received regular compensation, to grant Ms. McCullough’s request for an earlier effective date.



**ALAMEDA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION
BOARD OF RETIREMENT
MINUTES**

Thursday, November 21, 2024

Chair Ophelia Basgal called the meeting to order at 2:01 p.m.

Trustees Present: Ophelia Basgal
Ross Clippinger
Tarrell Gamble
Henry Levy
Kellie Simon
George Wood
Cynthia Baron (*Alternate*)
Kevin Bryant (*Alternate*)

Trustees Excused: Keith Carson
Jaime Godfrey
Elizabeth Rogers

Staff Present: Victoria Arruda, Human Resource Officer
Carlos Barrios, Assistant Chief Executive Officer-Benefits
Angela Bradford, Executive Secretary
Sandra Dueñas-Cuevas, Benefits Manager
Erica Haywood, Fiscal Services Officer
Jessica Huffman, Benefits Manager (via Zoom)
Harsh Jadhav, Chief of Internal Audit
Vijay Jagar, Retirement Chief Technology Officer, ACERA
Lisa Johnson, Assistant Chief Executive Officer-Operations
David Nelsen, Chief Executive Officer
Jeff Rieger, Chief Counsel
Betty Tse, Chief Investment Officer

PUBLIC INPUT

None.

**CONSENT CALENDAR
REPORTS AND ACTION ITEMS**

REPORT ON SERVICE RETIREMENTS

Appendix A

LIST OF DEFERRED RETIREMENTS

Appendix B

LIST OF DECEASED MEMBERS

Appendix C

**APPROVE REQUEST(S) FOR UP TO 130 BI-WEEKLY PAYMENTS TO
RE-DEPOSIT CONTRIBUTIONS AND GAIN CREDIT**

None

**APPROVE UNCONTESTED STAFF RECOMMENDATIONS ON
DISABILITY RETIREMENTS AND DEATH BENEFITS**

Appendix E

**APPROVE UNCONTESTED HEARING OFFICER RECOMMENDATIONS FOR
DISABILITY RETIREMENTS AND DEATH BENEFITS**

Appendix F

APPROVE MINUTES of BOARD and COMMITTEE MEETINGS

October 17, 2024 Minutes of the Regular Board Meeting

October 17, 2024 Actuarial Committee Minutes

October 17, 2024 Audit Committee Minutes

MISCELLANEOUS

- *Operating Expenses as of 09/30/24*
- *Quarterly Unaudited Financial Statements as of 09/30/24*
- *Quarterly Cash Forecast Report as of 09/30/24*
- *Board Member Conference Expense Report as of 09/30/24*
- *Senior Manager Conference and Training Expense Report as of 09/30/24*
- *Approve Staff Recommendation regarding the County of Alameda's New Pay*
- *Item/Code Workforce & Benefits Administration Oversight – 43D*

24-69

It was moved by Henry Levy and seconded by Ross Clippinger that the Board adopt the Consent Calendar. The motion carried 7 yes (*Baron, Basgal, Clippinger, Gamble, Levy, Simon, Wood*), 0 no, and 0 abstentions.

REGULAR CALENDAR
REPORTS AND ACTION ITEMS

DISABILITY, DEATH AND OTHER BENEFIT CLAIMS

None.

COMMITTEE REPORTS, RECOMMENDATIONS AND MOTIONS

This month's Committee reports were presented in the following order:

Governance:

George Wood reported that the Governance Committee met on earlier today and that the Governance Committee reviewed and discussed Staff's proposed revisions to the *Outside Counsel Policy*. The Governance Committee adopted Staff's recommendations and made additional recommended revisions regarding the process for the Board Chair's potential engagement of outside counsel.

24-70

It was moved by George Wood and seconded by Kellie Simon that the Board adopt Staff's proposed revisions to the *Outside Counsel Policy*, as recommended by the Governance Committee. The motion carried 7 yes (*Baron, Basgal, Clippinger, Gamble, Levy, Simon, Wood*), 0 no, and 0 abstentions.

Trustee Wood reported that the Governance Committee was presented with the *Record Retention Policy*.

24-71

It was moved by George Wood and seconded by Kellie Simon that the Board affirm the *Record Retention Policy* without revisions, as recommended by the Governance Committee. The motion carried 7 yes (*Baron, Basgal, Clippinger, Gamble, Levy, Simon, Wood*), 0 no, and 0 abstentions.

Trustee Wood reported that the Governance Committee was presented with the *Retiree Payroll Deduction Policy*.

24-72

It was moved by George Wood and seconded by Kellie Simon that the Board affirm the *Retiree Payroll Deduction Policy* without revisions, as recommended by the Governance Committee. The motion carried 7 yes (*Baron, Basgal, Clippinger, Gamble, Levy, Simon, Wood*), 0 no, and 0 abstentions.

Trustee Wood reported that the Governance Committee was presented with the *Securities Litigation Policy*.

24-73

It was moved by George Wood and seconded by Kellie Simon that the Board affirm the *Securities Litigation Policy* without revisions, as recommended by the Governance Committee. The motion carried 7 yes (*Baron, Basgal, Clippinger, Gamble, Levy, Simon, Wood*), 0 no, and 0 abstentions.

There were no Information Items.

Minutes of the meeting were approved as part of the Consent Calendar.

Operations:

Ross Clippinger reported that the Operations Committee met earlier today stating that the Operations Committee was presented and provided with Staff's explanations regarding its request for an adjustment of \$400K to ACERA's 2024 Operating Expense, resulting in a change from \$22.4 million to \$22.8 million in budgetary operating expenses.

24-74

It was moved by Ross Clippinger and seconded by Tarrell Gamble that the Board approve an adjustment of \$400k to ACERA's 2024 Operating Expense Budget, as recommended by the Operations Committee. The motion carried 7 yes (*Baron, Basgal, Clippinger, Gamble, Levy, Simon, Wood*), 0 no, and 0 abstentions.

Trustee Clippinger reported that the Operations Committee was presented with and discussed the proposed 2025 ACERA Operating Expense Budget. It was noted that the 2025 proposed budget increased to \$25,322,000 due mostly to increases in salary and fringe benefit costs.

24-75

It was moved by Ross Clippinger and seconded by Cynthia Baron that the Board approve the proposed 2025 ACERA Operating Expense Budget of \$25,322,000, as recommended by the Operations Committee. The motion carried 7 yes (*Baron, Basgal, Clippinger, Gamble, Levy, Simon, Wood*), 0 no, and 0 abstentions.

There were no Information Items.

Minutes of the meeting were approved as part of the Consent Calendar.

NEW BUSINESS:

NEPC Ownership Changes

Chief Investment Officer Betty Tse referenced her November 21, 2024 memo which outlined NEPC's Ownership Changes. During today's meeting, NEPC Representative Dan Hennessy (in-person) informed the Board that NEPC is not requesting any amendment to the existing Consulting Services Agreement with ACERA; however, NEPC does need ACERA to "consent" to an assignment of the Agreement to Hightower Advisors, LLC, in light of the change of control per the Investment Advisors Act of 1940. All existing NEPC clients must "consent" to an assignment of their existing contracts to Hightower Advisors - the new majority owner of NEPC. NEPC Representative Mike Manning (via Zoom) provided a high-level explanation regarding the ownership changes. Messrs. Hennessy, Manning, NEPC Representative Sam Austin (via Zoom) and Ms. Tse responded to the Trustees' questions. Chief Counsel Jeff Rieger explained that the Board can sign the "Consent" form and still retain its contractual right to cancel the Agreement with 30-days' notice. Ms. Tse reported that this item will be agendaized and discussed at the December 4, 2024, Investment Committee meeting and that Messrs. Manning and Austin will be available to respond Trustees' questions at that time.

ACERA 2024 Board of Retirement Election Update

Assistant Chief Executive Officer of Operations Lisa Johnson provided an update regarding the 2024 Board of Retirement Election reporting that Staff submitted its letter to the Clerk of the Board of Supervisors which requested that the Clerk cast a unanimous vote in favor of Kellie Blumin Simon, as she ran unopposed in the Board Election for Seat 2. Ms. Johnson reported that the Board of Supervisors passed the motion. The Board and Staff congratulated Trustee Simon.

Discussion and Possible Motion to Change County Pay Codes 330 and 836 from Included in "Pensionable Compensation" to Excluded from "Pensionable Compensation"

Mr. Rieger referred to his November 21, 2024 memo and gave a high-level explanation of the reasons for changing County Pay Codes 330 and 836 from included in "Pensionable Compensation" to excluded from "Pensionable Compensation." Mr. Rieger reported that this change is not expected to impact any legacy members or retirees.

24-76

It was moved by Kellie Simon and seconded by Tarrell Gamble that the Board approve Staff's request to change County Pay Codes 330 and 836 from included in "Pensionable Compensation" to excluded from "Pensionable Compensation". The motion carried 7 yes (*Baron, Basgal, Clippinger, Gamble, Levy, Simon, Wood*), 0 no, and 0 abstentions.

Discussion of Staff’s Review of Standby and On Call Pay Codes for All Employers and Direction from the Board as Appropriate

Mr. Rieger explained that Staff learned some “standby” pay codes have been improperly included in “compensation earnable” because those pay codes are used for voluntary service. Staff corrected “compensation earnable” for benefits owed to the surviving spouse of one deceased member and more corrections are expected. Staff has asked employers for information on how they are using all “standby,” “on call” and similar pay codes to determine the extent of the necessary corrections. Action items on this subject are expected to be brought to a future Board meeting.

Chief Executive Officer’s Report

Mr. Nelsen presented his November 21, 2024 written CEO Report which provided an update on: **1)** Committee and Board Action Items; **2)** Conference/Event Schedule; **3)** Other Items: **a)** Business Planning; **b)** Pension Administration System; **c)** Budget; and **3)** Key Performance Indicators.

Mr. Nelsen reported that the Alameda Local Agency Formation Commission (LAFCO) contacted ACERA and inquired about the requirements on becoming an ACERA employer. During discussions with LAFCO, Mr. Nelsen explained that to become an ACERA employer is a long process. However, the first step would be to obtain information from ACERA’s Actuary. Mr. Nelsen reported that Staff provided LAFCO with an estimate of the cost to obtain a report from ACERA’s Actuary and that LAFCO’s Board agreed to reimburse ACERA for the cost. Mr. Nelsen will keep the Board apprised of the status.

CONFERENCE/ORAL REPORTS

Tarrell Gamble reported that he attended the SACRS Fall Conference and stated that he will forward an email to SACRS Executive Director Sulema Peterson, requesting that the SACRS Conferences be held in the Bay Area more often.

ANNOUNCEMENTS

None.

BOARD INPUT

None.

CLOSED SESSION

The Board adjourned into Closed Session to discuss the following:

Item 12:

- A. Existing litigation pursuant to paragraph (1) of subdivision (d) of Section 54956.9: *LACERA v. County of Los Angeles et al.*, California Supreme Court Case No: S286264 (consider whether to file an amicus curiae brief).
- B. Conference With Legal Counsel—Existing Litigation (Gov’t Code § 54956.9(d)(1)): *Michael Dalisay v. Alameda County Employees’ Retirement Association*, Alameda County Superior Court Case No: 24CV096325.
- C. Government Code Section 54957(b)(1): Public Employee Evaluation (Chief Executive Officer).

The Board reconvened into Open Session and the following Trustees returned:

Baron, Basgal, Bryant, Clippinger, Gamble, Levy and Simon

Chief Counsel Jeff Rieger reported that the Board made the following motion regarding agenda item 12A above:

24-77

The Board voted to file an Amicus Curiae (Friend of the Court) regarding the *LACERA v. County of Los Angeles et al.* matter. The motion carried 7 yes (*Baron, Basgal, Clippinger, Gamble, Levy, Simon, Wood*), 0 no, and 0 abstentions.

Chief Counsel Jeff Rieger reported that the Board made the following motion regarding agenda item 12B above:

24-78

The Board voted to defend the litigation regarding the *Michael Dalisay* matter. The motion carried 6 yes (*Baron, Basgal, Bryant, Gamble, Levy, Simon*), 0 no, 0 abstentions and 1 recusal (*Clippinger*). *Trustee Wood was not present for the motion.*

Board Chair Ophelia Basgal reported that the Board made the following motion regarding agenda item 12C above:

24-79

The Board voted to nominate Chair Basgal as the Board’s Designated Representative to discuss compensation negotiations with Chief Executive Officer Dave Nelsen regarding Mr. Nelsen’s evaluation process. The motion carried 6 yes (*Baron, Basgal, Clippinger, Gamble, Levy, Simon*), 0 no, and 0 abstentions. *Trustee Wood was not present for the motion.*

To view the November 21, 2024 Board meeting YouTube video in its entirety, go to ACERA's Website at: https://youtu.be/K_9nv4EjulA.

ADJOURNMENT

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

Respectfully Submitted,



David Nelsen
Chief Executive Officer

12/19/24

Date Adopted

APPENDIX A
REPORT ON SERVICE RETIREMENTS

ACKERMAN, Henry
Effective: 7/20/2024
Public Works Agency

GIANNINI, Natasha
Effective: 7/24/2024
Alameda Health System

ANDEMARIAM, Alganesh
Effective: 8/6/2024
Alameda County Health

GIVEN, Tirzah
Effective: 8/25/2024
Sheriff's Office

BACHMANN, Lisa
Effective: 8/20/2024
Social Services Agency

HALLANGER, Barbara
Effective: 4/1/2023
Public Defender

BRADFORD, Gwendolyn
Effective: 8/6/2024
Alameda County Health

HARRIS, Kathleen
Effective: 8/31/2024
Sheriff's Office

BRAND, Lisa
Effective: 8/3/2024
Social Services Agency

HOANG, Sandy
Effective: 8/17/2024
Social Services Agency

CASTRO, Maria Elena
Effective: 8/31/2024
Social Services Agency

JACKSON, Laura
Effective: 8/1/2024
Social Services Agency

CHIANG-WU, Katy
Effective: 8/31/2024
Alameda County Health

JEFFERSON, Elaine
Effective: 8/31/2024
Superior Court

DAHMEN, Paul
Effective: 8/31/2024
Alameda Health System

KARAVARAS, Sonya
Effective: 8/3/2024
Probation

DAVIS, Marlisa
Effective: 8/31/2024
Social Services Agency

KEENER, Carla
Effective: 8/17/2024
First 5 Alameda County

DORRIS, Danny
Effective: 8/3/2024
Child Support Services

LARA, Raymond
Effective: 8/1/2024
County Counsel

GARCIA, Rachel
Effective: 8/3/2024
Assessor

LEVITCH, Bruce
Effective: 8/31/2024
Social Services Agency

**APPENDIX A
REPORT ON SERVICE RETIREMENTS**

MADDON, Patricia
Effective: 8/31/2024
Housing Authority

NY, Sean
Effective: 8/10/2024
Information Technology Department

MAHOOD-BROOKENS, Carol
Effective: 8/3/2024
Child Support Services

ONDRADE, Jocelyn
Effective: 7/25/2024
Alameda Health System

MANGINI, Todd
Effective: 7/20/2024
Social Services Agency

PALOMAR, Silvia
Effective: 8/31/2024
Probation

MCALLISTER, Beth
Effective: 8/3/2024
Social Services Agency

QUIN, Barry
Effective: 8/3/2024
Sheriff's Office

MONTIERRO, Zeth
Effective: 8/31/2024
Alameda Health System

REISS, Shane
Effective: 6/27/2024
Sheriff's Office

MOORE, Dana
Effective: 8/2/2024
ACERA

SANFORD, Paris
Effective: 8/10/2024
Superior Court

MOORE, Lashonda
Effective: 8/31/2024
Probation

TAGLE, Renato
Effective: 8/8/2024
Alameda Health System

NAHM, Mary
Effective: 8/20/2024
Alameda Health System

WHITE, Ralph
Effective: 7/14/2024
Public Works Agency

**APPENDIX B
LIST OF DEFERRED RETIREMENTS**

ALLEN, Jonathan
Superior Court
Effective Date: 8/6/2024

CODDE, Jessica
Sheriff's Office
Effective: 9/8/2024

CHAHAL, Tanvir
Alameda County Health
Effective: 8/30/2024

ESQUEDA, Molly
Social Services Agency
Effective: 8/12/2024

**APPENDIX B
LIST OF DEFERRED RETIREMENTS**

FUGFUGOSH, Mahdi
District Attorney
Effective: 8/9/2024

ORTEGA, Ricardo
Social Services Agency
Effective: 8/5/2024

GALVAN, Valerie
Assessor
Effective: 8/12/2024

POLANCO, Vanessa
Social Services Agency
Effective: 8/9/2024

GORRELL, Onesha
Alameda Health System
Effective: 8/2/2024

RITZINGER, Gregory
Public Defender
Effective: 8/9/2024

HUBBARD, Jermon
Human Resource Services
Effective: 8/13/2024

SAETEURN, Nai Choy
Sheriff's Office
Effective: 9/13/2024

JACOWITZ, Paul
Sheriff's Office
Effective: 8/9/2024

SALGADO, Margaret
Alameda County Health
Effective: 8/2/2024

KANE, Valerie
Social Services Agency
Effective: 8/2/2024

SWEET, Alyssa
Alameda Health System
Effective: 8/3/2024

LEE, Carolyn
Superior Court
Effective: 7/31/2024

TRAN, Gina
Social Services Agency
Effective: 8/2/2024

MELDRUM, Matthew
Sheriff's Office
Effective: 8/2/2024

VANEGAS, Tamara
Sheriff's Office
Effective: 8/17/2024

MYLES, John
Public Works Agency
Effective: 8/2/2024

VERMA, Aniruddh
Alameda Health System
Effective: 8/3/2024

YOUNG, Gregory
District Attorney
Effective: 8/5/2024

**APPENDIX C
LIST OF DECEASED MEMBERS**

ANDERSON-GEE, Rene' M.
Social Services Agency
9/9/2024

JARIN, Reynaldo I.
Alameda Health System
9/16/2024

ARTACHO, Rosalba
Non-Member Survivor of Ronald Artacho
10/9/2024

JONES, Kimberly A.
Social Services Agency
9/26/2024

BANZON, Rosa
Social Services Agency
9/14/2024

KEKAHA, Margery C.
Assessor
10/24/2024

BEZOUSKA, David T.
Public Health
10/12/2024

MURRAY, Daniel A.
Sheriff's Office
10/17/2024

CACHERO, Blandina C.
Public Health
9/25/2024

NIPAY, Mercedita R.
Public Health
9/20/2024

CHOW, Jose
Alameda Health System
10/22/2024

O'KEEFFE-O'SHEA, Mary C.
Non-Member Survivor of James L. O'shea
9/23/2024

CROSBY, Katherine
Alameda Health System
11/23/2021

OLSON, Rex
Public Works Agency
10/6/2024

EDWARDS, Wilson
Sheriff's Office
10/7/2024

RIBERA, Susan
Superior Court
10/10/2024

GILLMORE, Evelyn
Social Services Agency
9/19/2024

RICE, Richard P.
Sheriff's Office
8/19/2024

GRUNDY, Anthony
Assessor
10/20/2024

RODRIGUEZ, Joaquin
Alameda Health System
10/23/2024

HORNBECK, Yvonne
Sheriff's Office
10/20/2024

SMUDA, Michael P.
Information Technology Department
9/29/2024

**APPENDIX C
LIST OF DECEASED MEMBERS**

SWENSON, Carl D.
General Services Agency
10/1/2024

WATSON, Bobby C.
General Services Agency
10/4/2024

TOLBERT, Victoria A.
Social Services Agency
10/10/2024

WEBER, David B.
Library
10/16/2024

ZAIDI, Syed M.
Public Works Agency
10/10/2024

**APPENDIX E
APPROVE UNCONTESTED STAFF RECOMMENDATIONS ON
DISABILITY RETIREMENTS AND DEATH BENEFITS**

Name: Corey, Tiffany
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. Corey's application for a service-connected disability, and requiring annual medical examinations and questionnaires at this time

Name: Faber, Alexander
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. Faber's application for a service-connected disability, and waiving annual medical examinations and questionnaires at this time.

APPENDIX E
APPROVE UNCONTESTED STAFF RECOMMENDATIONS ON
DISABILITY RETIREMENTS AND DEATH BENEFITS

Name: Nobriga, Robert
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. Nobriga's application for a service-connected disability, and waiving annual medical examinations and questionnaires at this time.

Name: Sims, John
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. Sims' application for a service-connected disability, and waiving annual medical examinations and questionnaires at this time.

Name: Swalwell, Jacob
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. Swalwell's application for a service-connected disability, and waiving annual medical examinations and questionnaires at this time.

APPENDIX F
APPROVE UNCONTESTED HEARING OFFICER
RECOMMENDATIONS FOR DISABILITY RETIREMENTS

Name: **Rozenna Graham**
Type of Claim: Service-Connected Disability

Staff's Recommendation:

Adopt the Hearing Officer's Proposed Findings of Fact and Recommended Decision as the Board's own final decision to grant Ms. Graham's application for a service-connected disability retirement and deny her request for an earlier effective date.

Per Gov't Code § 31725.65, Ms. Graham is authorized to continue working for the County in a job for which she is capable of performing the usual job duties.

Name: **Alan Strickland**
Type of Claim: Service-Connected Disability

Staff's Recommendation:

Adopt the Hearing Officer's Proposed Findings of Fact and Recommended Decision as the Board's own final decision to grant Mr. Strickland's application for a service-connected disability retirement (no earlier effective date requested) and exempt him from annual medical examinations.

Name: **Christine Weston**
Type of Claim: Service-Connected Disability and Non-Service-Connected Disability

Staff's Recommendation:

Adopt the Hearing Officer's Proposed Findings of Fact and Recommended Decision as the Board's own final decision to deny Ms. Weston's application for a service-connected disability retirement and deny her application for a non-service-connected disability retirement.

CONSENT CALENDAR ITEM

**November 21, 2024
Governance Committee Minutes
For approval under December 19, 2024
Board “Consent Calendar”**

**The November 21, 2024
Governance Committee Minutes
will be distributed under separate cover**



MINUTES OF NOVEMBER 21, 2024 OPERATIONS COMMITTEE MEETING

To: Members of the Operations Committee

From: Ross Clippinger, Chair

Subject: **Summary of the November 21, 2024 Operations Committee Meeting**

Committee Chair Ross Clippinger called the November 21, 2024, Operations Committee meeting to order at 12:31 p.m.

ACERA TRUSTEES, SENIOR MANAGERS AND PRESENTING STAFF IN ATTENDANCE

Committee members present were Ross Clippinger, Tarrell Gamble, and Elizabeth Rogers. Also present was Ophelia Basgal, Henry Levy, Kellie Simon, George Wood and alternate members Kevin Bryant and Cynthia Baron.

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 (Via Zoom); Sandra Dueñas-Cuevas, Benefits Manager; Vijay Jagar, Chief Technology Officer; Harsh Jadhav, Chief Investment Officer; Betty Tse, Chief of Internal Audit; and Erica Haywood, Fiscal Services Officer.

PUBLIC INPUT

None

Action Items

1. Discussion and possible motion to approve the 2024 Operating Expense Budget Adjustment.

Recommendation: Staff recommends that the Operations Committee recommend to the Board of Retirement that the Board approve additional funds in the amount of \$400K for the 2024 Operating Expense Budget (OEB), resulting in a change from \$22.4 million to \$22.8 million in budgetary operating expenses.

It was moved by Tarrell Gamble and seconded by Elizabeth Rogers that the Operations Committee recommend that the Board of Retirement approve the 2024 Operating Expense Budget Adjustment in the amount of \$400k.

The Motion carried 7 yes (*Basgal, Clippinger, Gamble, Wood, Levy, Rogers, and Simon*), 0 no, and 0 abstentions.

2. Discussion and possible motion to approve the proposed ACERA 2025 Operating Expense Budget.

Chief Executive Officer David Nelsen presented the proposed 2025 ACERA Operating Expense Budget. It was noted that the 2025 proposed budget of \$25,322,000 is a 12.9% increase over the 2024 Approved Operating Expense Budget of \$22,422,000.

Recommendation: Staff recommends that the Operations Committee recommend to the Board of Retirement that the Board approve the proposed 2025 ACERA Operating Expense Budget.

It was moved by Henry Levy and seconded by Tarrell Gamble that Operations Committee recommend that the Board approve the 2025 Operating Expense Budget.

The motion carried 7 yes (*Basgal, Clippinger, Gamble, Wood, Levy, Rogers, and Simon*), 0 no, and 0 abstentions.

INFORMATION ITEMS

TRUSTEE INPUT AND DIRECTION TO STAFF

FUTURE DISCUSSION ITEMS

ESTABLISHMENT OF NEXT MEETING DATE

TBD

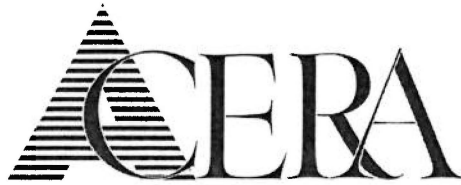
MEETING ADJOURNED

The meeting adjourned at 1:14 p.m.

CONSENT CALENDAR ITEM

**December 4, 2024
Investment Committee Minutes
For approval under December 19, 2024
Board “Consent Calendar”**

**The December 4, 2024
Investment Committee Minutes
will be distributed under separate cover**



MEMORANDUM TO THE BOARD OF RETIREMENT

DATE: December 19, 2024

TO: Members of the Board of Retirement

FROM: Erica Haywood, Fiscal Services Officer *EH*

SUBJECT: Year-to-Date Operating Expenses & Budget Summary for October 31, 2024

ACERA's year-to-date operating expenses are \$216K over budget for the period ended October 31, 2024. Budget overages and surpluses worth noting are as follows:

Budget Overages

1. *Staffing*: Staffing is \$376K over budget. This amount comprised overages in temporary staffing of \$244K, and 5% staff vacancies adjustment of \$734K, offset by surpluses in salaries & wages expenses of (\$291K), and fringe benefits of (\$311K).
2. *Office Expense*: Office Expense is \$5K over budget. This amount comprised overages in building expenses of \$25K, communications of \$10K, offset by surpluses in bank charges of (\$11K), minor equipment & furniture of (\$4K), office supplies & maintenance of (\$9K) and printing and postage of (\$6K).
3. *Member Services*: Member Services are \$102K over budget. This amount comprised overages in disability medical expenses of \$41K, disability legal arbitration & transcripts of \$50K, member training & education of \$2K, and member printing & postage of \$13K, offset by surplus in disability claims management of (\$4K).
4. *Systems*: Systems are \$42K over budget. This amount comprised overages in county data processing of \$27K, minor computer hardware of \$29K, and GASB 96 of \$72K, offset by surpluses in business continuity of (\$6K), and software maintenance & support of (\$80K).
5. *Depreciation*: Depreciation expense is \$3K over budget from purchase of new equipment.

Budget Surpluses

1. *Staff Development*: Staff Development is \$116K under budget for staff training and conferences.
2. *Professional Fees*: Professional Fees are \$90K under budget. This amount comprised surpluses in actuarial fees of (\$4K), legal fees of (\$92K), and external audit of (\$3K), offset by overage in consultant fees of \$9K.

Operating Expenses Budget Summary for the period ended October 31, 2024

3. *Board of Retirement*: Board of Retirement is \$106K under budget. This amount comprised surpluses in board compensation of (\$5K), board conferences & training of (\$91K), board miscellaneous expenses of (\$9K), and board strategic planning of (\$1K).

Staffing Detail

Vacant positions as of October 31, 2024:

Department	Position	Qty	Comments
Administration	Supply Clerk II	1	Vacant - currently budgeted for the year
	Total Positions	1	

Pension Administration System Project - as of October 31, 2024					
	Year-To-Date			2024 Budget	2019-23 Actual
	Actual	Budget	Variance		
Consultant Fees					
Levi, Ray and Shoup	\$2,100,806	\$1,625,000	\$475,806	\$1,950,000	\$3,231,571
Segal and other consultant fees	607,760	494,167	113,593	593,000	2,323,470
Other expenses	-	-	-	-	1,500
Leap Technologies	-	-	-	-	98,970
Total	2,708,566	2,119,167	589,399	2,543,000	5,655,511
Staffing	662,915	642,500	20,416	771,000	2,845,789
TOTAL	\$3,371,481	\$2,761,667	\$609,815	\$3,314,000	\$8,501,300

Attachments:

- Total Operating Expenses Summary
- Professional Fees – Year-to-Date – Actual vs. Budget
- Actual Operating Expenses comparison with last year



**ALAMEDA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION
TOTAL OPERATING EXPENSES SUMMARY**

YEAR TO DATE - ACTUAL VS. BUDGET					
<u>October 31, 2024</u>					
	<u>Actual</u>	<u>Budget</u>	<u>YTD</u>	<u>2024</u>	<u>% Actual to</u>
	<u>Year-To-Date</u>	<u>Year-To-Date</u>	<u>Variance</u>	<u>Annual</u>	<u>Annual Budget</u>
			<u>(Under)/Over</u>	<u>Budget</u>	
Staffing	\$ 14,587,774	\$ 14,211,300	\$ 376,474	\$ 17,032,000	85.6%
Staff Development	181,371	297,120	(115,749)	351,000	51.7%
Professional Fees (Next Page)	917,256	1,006,700	(89,444)	1,141,000	80.4%
Office Expense	392,559	387,820	4,739	468,000	83.9%
Insurance	527,316	527,580	(264)	637,000	82.8%
Member Services	623,102	521,340	101,762	608,000	102.5%
Systems	1,120,324	1,078,650	41,674	1,288,000	87.0%
Depreciation	96,031	93,020	3,011	112,000	85.7%
Board of Retirement	472,116	578,200	(106,084)	707,000	66.8%
Uncollectable Benefit Payments	-	-	-	78,000	0.0%
Total Operating Expense	\$ 18,917,849	\$ 18,701,730	\$ 216,119	\$ 22,422,000	84.4%



ALAMEDA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION
PROFESSIONAL FEES
YEAR TO DATE - ACTUAL VS. BUDGET

October 31, 2024

	<i>Actual</i> <u>Year-To-Date</u>	<i>Budget</i> <u>Year-To-Date</u>	<i>YTD Variance</i> <i>(Under)/Over</i>	<i>2024</i> <u>Annual</u> <u>Budget</u>	<i>% Actual to</i> <i>Annual Budget</i>
Professional Fees					
Consultant Fees - Operations and Projects ¹	\$ 299,122	\$ 289,800	\$ 9,322	\$ 356,000	84.0%
Actuarial Fees ²	443,317	447,000	(3,683)	490,000	90.5%
External Audit ³	141,618	145,000	(3,382)	145,000	97.7%
Legal Fees ⁴	33,199	124,900	(91,701)	150,000	22.1%
Total Professional Fees	\$ 917,256	\$ 1,006,700	\$ (89,444)	\$ 1,141,000	80.4%

	<i>Actual</i> <u>Year-To-Date</u>	<i>Budget</i> <u>Year-To-Date</u>	<i>YTD Variance</i> <i>(Under)/Over</i>	<i>2024 Annual</i> <u>Budget</u>	<i>% Actual to</i> <i>Annual Budget</i>
¹ CONSULTANT FEES - OPERATIONS AND PROJECTS:					
Benefits					
Alameda County HRS (Benefit Services)	116,083	105,000	11,083	126,000	92.1%
Segal (Benefit Consultant/Retiree Open Enrollment)	99,750	110,800	(11,050)	133,000	75.0%
Total Benefits	215,833	215,800	33	259,000	83.3%
Fiscal Services					
Cashlog	-	10,000.00	(10,000)	20,000	0.0%
Total Fiscal Services	-	10,000	(10,000)	20,000	0.0%
Human Resources					
Lakeside Group (County Personnel)	83,289	64,000	19,289	77,000	108.2%
Total Human Resources	83,289	64,000	19,289	77,000	108.2%
Total Consultant Fees - Operations	299,122	289,800	9,322	356,000	84.0%

² ACTUARIAL FEES					
Actuarial Valuation	87,500	87,500	-	87,500	100.0%
GASB 67 & 68 Valuation	53,500	53,500	-	53,500	100.0%
GASB 74 & 75 Actuarial	16,000	16,000	-	16,000	100.0%
Actuarial Standard of Practice 51 Pension Risk	30,838	30,000	838	30,000	102.8%
Supplemental Consulting	210,479	215,000	(4,521)	258,000	81.6%
Supplemental Retiree Benefit Reserve valuation	45,000	45,000	-	45,000	100.0%
Total Actuarial Fees	443,317	447,000	(3,683)	490,000	90.5%

³ EXTERNAL AUDIT					
External audit	121,133	122,000	(867)	122,000	99.3%
GASB 67 & 68 audit	10,721	11,000	(279)	11,000	97.5%
GASB 74 & 75 audit	9,764	12,000	(2,236)	12,000	81.4%
Total External Audit Fees	141,618	145,000	(3,382)	145,000	97.7%

⁴ LEGAL FEES					
Fiduciary & Litigation	20,504	50,000	(29,496)	60,000	34.2%
Tax and Benefit Issues	11,525	20,900	(9,375)	25,000	46.1%
Miscellaneous Legal Advice	1,170	54,000	(52,830)	65,000	1.8%
Total Legal Fees	33,199	124,900	(91,701)	150,000	22.1%

ALAMEDA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION
TOTAL EXPENDITURES VS. PRIOR YEAR ACTUAL
For the Ten Months Ending 10/31/2024

	<u>For the Month of October 2024</u>	<u>For the Month of October 2023</u>	<u>Variance</u>	<u>Year-To-Date 2024</u>	<u>Year-To-Date 2023</u>	<u>Variance</u>
STAFFING						
Salaries	1,019,565	880,461	139,104	9,469,793	8,719,525	750,268
Fringe Benefits	471,816	420,423	51,393	4,707,576	4,268,802	438,774
Temporary Staffing Cost	40,900	46,977	(6,077)	410,405	416,990	(6,585)
Staffing Total	<u>1,532,281</u>	<u>1,347,861</u>	<u>184,420</u>	<u>14,587,774</u>	<u>13,405,317</u>	<u>1,182,457</u>
STAFF DEVELOPMENT	22,576	53,803	(31,227)	181,371	176,973	4,398
PROFESSIONAL FEES						
Actuarial Fees	46,519	14,353	32,166	443,317	490,299	(46,982)
Consultant Fees - Operations	32,781	27,667	5,114	299,122	283,442	15,680
Consultant Fees - Legal	6,498	43,184	(36,686)	33,199	116,877	(83,678)
External Audit	0	(5,235)	5,235	141,618	138,765	2,853
Professional Fees Total	<u>85,798</u>	<u>79,969</u>	<u>5,829</u>	<u>917,256</u>	<u>1,029,383</u>	<u>(112,127)</u>
OFFICE EXPENSE						
Bank Charges & Misc. Admin	5,609	5,243	366	59,466	67,941	(8,475)
Building Expenses	30,447	7,556	22,891	56,299	27,444	28,855
Communications	11,190	9,872	1,318	107,627	87,327	20,300
Equipment Lease/Maintenance	31,673	7,059	24,614	115,098	82,974	32,124
Minor Equipment and Furniture	1,268	0	1,268	6,943	8,238	(1,295)
Office Supplies/Maintenance	1,987	1,507	480	34,355	32,530	1,825
Printing & Postage	1,797	1,438	359	12,771	12,106	665
Office Expense Total	<u>83,971</u>	<u>32,675</u>	<u>51,296</u>	<u>392,559</u>	<u>318,560</u>	<u>73,999</u>
INSURANCE	54,875	51,590	3,285	527,316	489,289	38,027
MEMBER SERVICES						
Disability - Legal Arbitration & Transcripts	7,543	0	7,543	116,507	(482)	116,989
Disability Medical Expense	4,000	0	4,000	190,505	134,645	55,860
Disability Claims Management	3,850	3,850	0	34,650	38,500	(3,850)
Health Reimbursement Acct. (HRA)	5,550	7,382	(1,832)	59,452	58,528	924
Member Training & Education	11,410	1,802	9,608	23,461	7,050	16,411
Printing & Postage - Members	64,531	62,137	2,394	144,572	120,835	23,737
Virtual Call Center	5,054	5,445	(391)	53,955	54,184	(229)
Member Services Total	<u>101,938</u>	<u>80,616</u>	<u>21,322</u>	<u>623,102</u>	<u>413,260</u>	<u>209,842</u>

ALAMEDA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION
TOTAL EXPENDITURES VS. PRIOR YEAR ACTUAL
For the Ten Months Ending 10/31/2024


	<i>For the Month of October 2024</i>	<i>For the Month of October 2023</i>	<i>Variance</i>	<i>Year-To-Date 2024</i>	<i>Year-To-Date 2023</i>	<i>Variance</i>
SYSTEMS						
Business Continuity Expense	33,895	18,626	15,269	203,512	201,489	2,023
County Data Processing	40,754	10,909	29,845	142,851	108,903	33,948
Minor Computer Hardware	4,798	7,328	(2,530)	64,291	82,077	(17,786)
Intangible right to use SBITA - GASB96	7,348	0	7,348	72,216	0	72,216
Software Maintenance & Support	91,252	61,316	29,936	637,454	617,952	19,502
Systems Total	<u>178,047</u>	<u>98,179</u>	<u>79,868</u>	<u>1,120,324</u>	<u>1,010,421</u>	<u>109,903</u>
DEPRECIATION						
Depreciation Expense	8,703	10,409	(1,706)	96,031	100,063	(4,032)
BOARD OF RETIREMENT						
Board Compensation	2,800	2,200	600	18,400	19,300	(900)
Board Conferences & Training	5,117	1,749	3,368	106,391	135,014	(28,623)
Board Election	1,500	0	1,500	1,500	0	1,500
Board Employer Reimbursement	31,570	29,660	1,910	316,000	301,200	14,800
Board Miscellaneous Expense	1,220	2,328	(1,108)	9,169	16,367	(7,198)
Board Software Maint. & Support	1,335	1,294	41	13,170	11,140	2,030
Board Strategic Planning	7,486	0	7,486	7,486	0	7,486
Board of Retirement Total	<u>51,028</u>	<u>37,231</u>	<u>13,797</u>	<u>472,116</u>	<u>483,021</u>	<u>(10,905)</u>
GRAND TOTALS	<u><u>2,119,217</u></u>	<u><u>1,792,333</u></u>	<u><u>326,884</u></u>	<u><u>18,917,849</u></u>	<u><u>17,426,287</u></u>	<u><u>1,491,562</u></u>



MEMORANDUM TO THE BOARD OF RETIREMENT

DATE: December 19, 2024

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 January 7, 2024 through July 6, 2024, 161 deaths occurred. There are three overpayments due to unreported deaths to report at this time. Staff is actively attempting to collect on these overpayments.

Staff Errors

There are no staff errors to report.

Overpayments and Underpayments of Member Contributions

This report, which is for the period January 7, 2024 through July 6, 2024, 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 three members who underpaid their mandatory employee contributions and no members who overpaid their mandatory employee contributions. Staff reviewed and resolved the three cases of incorrect payment. There were a total of 2,205 exceptions from all Participating Employers. The most common exception type was underpayments due to the Employers withholding retirement contributions based on the incorrect salary.

Attachments

Overpayments of Retirement Allowance Due to Unreported Death January 7, 2024 thru July 6, 2024

Benefit Type	Date of Death	Date ACERA Notified of Death	Last Check Issued	Net Receivable Owed	Staff's Comment
Continuance	3/18/2023	2/14/2024	1/31/2024	\$5,395.07	Staff initiated reclaim requests with JPMorgan and successfully collected a portion of overpayments but were unsuccessful at collecting the remaining balance. Two unsuccessful attempts have been made to collect the overpayment from the family. Staff will continue to attempt collection of overpayment.
Health Reimbursement Arrangement	2/9/2024	2/15/2024	3/7/2024	\$302.00	Via Benefits reimbursed a claim reimbursement prior to receiving notification of member's death. Four unsuccessful attempts have been made to collect the overpayment from the family. Staff will continue to attempt collection of overpayment.
Continuance	4/25/2024	5/9/2024	4/30/2024	\$2,065.70	Staff initiated a reclaim request with JPMorgan 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.
Total Receivable				\$7,762.77	

**Active Members - Overpayments and Underpayments of Member Contributions
January 7, 2024 to July 6, 2024**

Alameda County					
	Amount	Date Discovered/ Received	Date Completed	# of days to complete	Cause
Overpayments:	No Overpayments to Report				
Underpayment 1:	\$59.35	6/17/2024	6/17/2024	1	Employer Withheld Contribution Based on Incorrect Salary
Underpayment 2:	\$65.19	7/13/2024	7/13/2024	1	Employer Withheld Contribution Based on Incorrect Salary
Summary	Most Common Exception Type: Employer Withheld Contribution Based at Incorrect salary Total Exceptions: 1,186 % Above Exceptions of Total Exceptions: 0.17%				

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	Most Common Exception Type: N/A Total Exceptions: 31 % Above Exceptions of Total Exceptions: 0%				

Alameda County Superior Courts					
	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: 253 % Above Exceptions of Total Exceptions: 0%				

Alameda Healthy Systems					
	Amount	Date Discovered/ Received	Date Completed	# of days to complete	Cause
Overpayments:	No Overpayments to Report				
Underpayment 1:	\$256.70	4/4/2024	4/4/2024	1	Employer Withheld Contribution Based on Incorrect Salary
Summary	Most Common Exception Type: Employer Withheld Contribution Based on Incorrect Salary Total Exceptions: 719 % Above Exceptions of Total Exceptions: 0.14%				

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: 15 % Above Exceptions of Total Exceptions: 0%				


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: 1 % Above Exceptions of Total Exceptions: 0%				



MEMORANDUM TO THE BOARD OF RETIREMENT

DATE: December 19, 2024

TO: Members of the Board of Retirement

FROM: Jessica Huffman, Retirement Benefits Manager 

SUBJECT: **3rd Quarter 2024 Call Center Report**

Attached is the Service Level Report for the 3rd quarter of 2024. Our service levels exceeded our benchmark this past quarter. The team handled a total of 3,908 incoming calls this past quarter, 97.02% of which were answered within 60 seconds. The team also responded to a total of 43 member voicemails within 1 business day or less.

The matrix below provides the five highest call volume categories for Q2 2024 and Q3 2024.

Q2 2024 Highest Volume	Categories of Calls	Q3 2024 Highest Volume	Categories of Calls
29%	Retiree Payroll Change Requests	24%	Retiree Payroll Change Requests
25%	Retirement/Membership/Job Status Change Related Q's	29%	Retirement/Membership/Job Status Change Related Q's
22%	Health/Dental/Vision related Q's	29%	Health/Dental/Vision related Q's
14%	Award Letter/EFT Statement/1099R Requests	5%	Award Letter/EFT Statement/1099R Requests
10%	Service Purchase/Retirement Estimate Requests	13%	Service Purchase/Retirement Estimate Requests

Attachment

ACERA

YTD 2024 Member Services Service Level Report

Performance Indicators	January 2024 Member Services	February 2024 Member Services	March 2024 Member Services	April 2024 Member Services	May 2024 Member Services	June 2024 Member Services
KPI - Service Level (% of calls answered within 60 seconds)	96.80%	93.57%	95.69%	96.81%	96.74%	97.29%
Total Calls Within KPI	1482	1614	1662	1488	1307	1185
Total Number of Call Offered	1548	1756	1761	1552	1366	1225
Call Center Agent Handled Calls	1531	1725	1738	1537	1351	1218
Number of Abandoned Calls	17	31	23	15	15	7
Average Hold Time Before Abandoned (minutes:seconds)	00:32	01:08	00:36	0:31	0:20	0:17
Abandoned Call Rate (Goal: 3% or less)	1.10%	1.77%	1.31%	0.97%	1.10%	0.57%
Average Talk Time (minutes:seconds)	04:41	04:32	04:41	04:42	04:40	04:42

Performance Indicators	July 2024 Member Services	August 2024 Member Services	September 2024 Member Services	October 2024 Member Services	November 2024 Member Services	December 2024 Member Services
KPI - Service Level (% of calls answered within 60 seconds)	96.49%	96.95%	97.63%	0.00%	0.00%	0.00%
Total Calls Within KPI	1292	1305	1194	0	0	0
Total Number of Call Offered	1366	1364	1240	0	0	0
Call Center Agent Handled Calls	1339	1346	1223	0	0	0
Number of Abandoned Calls	27	18	17	0	0	0
Average Hold Time Before Abandoned (minutes:seconds)	0:36	1:05	1:05	#DIV/0!	#DIV/0!	#DIV/0!
Abandoned Call Rate (Goal: 3% or less)	1.98%	1.32%	1.37%	#DIV/0!	#DIV/0!	#DIV/0!
Average Talk Time (minutes:seconds)	4:38	4:43	4:58	#DIV/0!	#DIV/0!	#DIV/0!

YTD 2024
13008

Total Call Center Agent Handled Calls

CONSENT CALENDAR ITEM

Approve Staff Recommendation regarding Alameda Health System's Reinstated and Renamed Pay Item/Code RN Training Pay – 221 For approval under December 19, 2024 Board "Consent Calendar"

The Memo for the above referenced Consent Calendar Item will be distributed under separate cover



MEMORANDUM TO THE BOARD OF RETIREMENT

DATE: December 19, 2024
TO: Members of the Board of Retirement
FROM: Erica Haywood, Fiscal Services Officer *EH*
SUBJECT: 2025 Travel Allotment

Board Travel Policy:

“The allotment for each Trustee shall automatically increase by the Consumer Price Index (CPI) for the greater San Francisco area effective January 1 of each year, subject to budgetary constraints. Staff will automatically update the Policy to reflect the new allotment and will notify the Committee of the new amount each year.”

Annual Travel Allotment:

Currently, the allotment for each Trustee is \$17,750. Effective January 1, 2025, the allotment will increase to \$18,300.

**REGULAR CALENDAR
REPORTS and ACTION ITEMS**

**COMMITTEE REPORTS,
RECOMMENDATIONS and MOTIONS:**

See Page 3 and 4 of the Attached Board Agenda for this month's Committee Reports and Motions.

NEW BUSINESS

**Discussion and Possible Motion regarding Chief Executive Officer Compensation.
(ORAL DISCUSSION)**



Office of the Chief Executive Officer

DATE: December 19, 2024
TO: Members of the Board of Retirement
FROM: Dave Nelsen, Chief Executive Officer *DN*
SUBJECT: **Chief Executive Officer's Report**

Senior Manager Recruitment

None

Committee/Board Action Items

ASSIGNED FOLLOW-UP ITEMS

Follow-Up Board Item	Assigned Senior Leader	Estimated Completion Date	Completion Date	Notes
Discuss with Segal the use of AI in actuarial services	Dave Nelsen	November 2024	Segal will present to the Board on this issue in the coming year.	The Board Off-Site meeting raised the question of the use of AI in the actuarial profession, and whether there are any actuarial committees discussing AI standards.

Conference/Event Schedule

None

Other Items

Business Planning Update

See Attached Memo regarding 2024 Business Plan.

Legislative Update

Attached is the monthly Legislative Update from the SACRS Lobbying Firm which discusses bills of interest and their status.

Other Items

Pension Administration System: We have completed two months of processing with the new system without any significant issues. We have started mailing the batches of letters to active members to register them for our new Member Direct website. The next test of the new system will be the creation of the 1099s in January.

Budget: The monthly budget snapshot showed an overage of nearly \$300,000 for the month of January. This was primarily due to an unbudgeted increase in health care premium costs, which increased our fringe benefit costs significantly, as well as vacation sells that were either unanticipated or were budgeted for later in the year.

As of the end of October we are still over budget by 1.16%, or \$167,000. You approved a budget adjustment request in November, so the next report will reflect that change.

SACRS Business Meeting: The SACRS membership approved the legislative proposal unanimously.

Key Performance Indicators

Below are the high-level performance indicators for ACERA, with the latest scores included:

Scorecard KPI	2022 Performance Goal
PRUDENT INVESTMENT PRACTICES	
Portfolio Performance vs. Policy Benchmark	<i>Annualized 10-year return will meet or exceed Policy benchmark at the total fund level</i> As of October of 2024: 10 year return 7.67%, policy index 7.76%.
EFFECTIVE PLAN ADMINISTRATION	
Actual Spent vs. Approved Budget	<i>On budget or 10% below 2024 approved budget</i> As of October of 2024: 1.16% over budget.
COMPREHENSIVE ORGANIZATION DEVELOPMENT	
Employee Engagement Survey Results	<i>80% of responses in top two rating boxes on the question: "Is ACERA a great place to work?"</i> As of the latest survey (October of 2024): 77%.
SUPERIOR CUSTOMER SERVICE	
Service Excellence Survey	<i>80% of responses in top two rating boxes on the question: "Did ACERA meet or exceed my expectations for my customer service experience?"</i> For 3rd Quarter of 2024: 100%.

**ACERA 2023-2024 BUSINESS
PLANNING PROJECTS UPDATE**

1. **Comprehensive Pension Administration System PG3 Training**
Goal 2 (May 2023 – Fall 2024)

All final procedural updates that include PGV3 material will be completed at the end of December. This is the final deliverable for this project. The final outputs of this project will inform a plan to develop On-the-Job Training and Cross-Training programs in the future. This project is complete as of December 31, 2024.

2. **OnBase Case Manager and PG-OnBase Integration Activity:**
Goal 2 (Complete in August 2024) & Goal 3

A final meeting is scheduled in mid-December to identify business cases for the integration. The baseline 2025 schedule and communication plan for implementation were presented to management in project governance and accepted last month. This is the final deliverable in 2024 for this project.

3. **WFE Phase II (Training)**
Goal 2 (Complete in November 2024)

This project is complete as of November 30, 2024.

4. **Agency Intranet Solution Implementation**
Goal 2 (December 2024)

An agency-wide introduction of ACERA Connect occurred in November. A soft production launch to all ACERA is scheduled for early December. The remaining deliverables include a project closing meeting to accept completed work as final for 2024 and a user engagement survey to inform design work for 2025. This project is complete as of December 31, 2024.

5. **Great Plains Update Planning and Process Improvement Review**
Goal 3 (March 2024 – December 2024)

This work is complete as of December 2024. After the OnBase upgrade in 2025, Fiscal and PRISM will look at the new OnBase capabilities for the General Ledger. 2026 is slated for a Great Plains upgrade.

LEGISLATIVE UPDATE



TO: State Association of County Retirement Systems
FROM: Cara Martinson, Public House Consulting
Laurie Johnson, LJ Consulting & Advocacy
RE: **Legislative Update – December 2024**

The Legislative class of 2025 was sworn into office this week in Sacramento. Of the 120 Members sworn in, 32 are new members, 29 of which have never served in the Legislature previously. This new class will have their hands full with an ongoing two-year structural deficit and a new federal administration that has threatened to withhold resources to California, including wildfire aid. Prior to the Legislature’s swearing in, the Governor officially convened the first special session of 2025, aiming at “Trump-Proofing” the state. This came with an immediate request for an appropriation of \$25 million to the Department of Justice for anticipated litigation. Despite the ongoing deficit, the Department of Finance has reported that all three economic drivers (sales, income and corporate tax) are above forecasted projections. However, due to recently passed initiatives, including two \$10B bonds, any significant economic gains will be diverted to address these additional cost burdens. We will have a better picture for fiscal year 2025-26 when the Governor releases his budget proposal in early January.

Legislative leadership also announced new rules in both Houses this week, limiting the number of bills Assembly Members and Senators can introduce in a two-year session – from 50 to 35 in the Assembly and 40 to 35 in the Senate. The Speaker noted that lowering the bill introduction limit was necessary, “...because we want every leader in this room to have the greatest possible bandwidth to focus on laws that uplift affordability and prosperity.”

Looking ahead, lawmakers have signaled that they plan to focus on affordability issues next year. Leaders of both houses made statements noting that they have heard the voters loud and clear that California is too expensive, and they plan to focus on policies that will lower the cost of living, including lowering utility bills, building more housing and improving public infrastructure. With the legislative session officially open, Members have begun to introduce bills, including measures addressing protecting reproductive rights, regulation of social media, housing and other topics. The Legislature will reconvene in Sacramento on January 6th and the real work begins!

12. CLOSED SESSION:

A. See Item 5A.

B. Conference with Designated Representative (Ophelia Basgal) regarding Compensation Negotiations with the Chief Executive Officer (Cal. Gov't Code § 54957.6).

**IF THERE ARE ANY MATERIALS TO BE DISTRIBUTED FOR
AGENDA ITEMS 12A and/or 12B ABOVE, SOME and/or ALL WILL BE
DISTRIBUTED UNDER SEPARATE COVER.**