



**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.

**Wednesday, December 12, 2012
1:00 PM**

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 WOOD, CHAIR	ELECTED GENERAL
	OPHELIA BASGAL, VICE CHAIR	APPOINTED
	DALE AMARAL	ELECTED SAFETY
	ANNETTE CAIN-DARNES	APPOINTED
	DONALD WHITE	EX-OFFICIO/COUNTY TAX COLLECTOR

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, Oakland, California.

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Call to Order: 1:00 PM

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

1. Review, Discussion, and Possible Motion to Adopt the Revisions to the ACERA Membership Policy

- Recommendation – The Governance Committee advises the Board of Retirement to adopt the revisions to the ACERA Membership Policy as recommended by Staff.

- Robert Gaumer

2. Review, Discussion and Possible Motion to Adopt Revisions, if any, and renew the Trustee Education Policy

- Recommendation – The Governance Committee advises the Board of Retirement that it finds the content of the Trustee Education 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 the Revisions to the Record Retention Policy and Schedule

- Recommendation – The Governance Committee advises the Board of Retirement that it adopt the revisions to the **Record Retention Policy and Schedule** as recommended by Staff.

- Robert Gaumer

4. Review, Discussion, and Possible Motion to Adopt the Revisions to the Retiree Payroll Deduction and Assignment of Benefit Policy

- Recommendation – The Governance Committee advises the Board of Retirement to adopt the revisions to the **Retiree Payroll Deduction and Assignment of Benefit Policy** as recommended by Staff.

- Robert Gaumer

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5. Review, Discussion and Possible Motion to Adopt Revisions, if any, and renew the **Trustee Communications Policy**
 - Recommendation – The Governance Committee advises the Board of Retirement that it finds the content of the Trustee Communications Policy is appropriate and continues to meet the needs of ACERA and should be renewed without 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

- Chief Executive Officer and Job Description Delegation of Authority
- Media Policy

Establishment of Next Meeting Date

To Be Determined