



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, February 6, 2013
9:00 a.m.**

LOCATION	COMMITTEE MEMBERS	
ACERA RD ROOM 475 14TH STREET, 10TH FLOOR OAKLAND, CALIFORNIA 94612-1900 MAIN LINE: 510.628.3000 FAX: 510.268.9574	ELIZABETH ROGERS, CHAIR	ELECTED GENERAL
	ANNETTE CAIN-DARNES, VICE CHAIR	APPOINTED
	OPHELIA BASGAL	APPOINTED
	GEORGE DEWEY	APPOINTED
	LIZ KOPPENHAVER	ELECTED RETIRED

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: 9:00 a.m.

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

1. A

waived on the cost of converting her membership from Tier 2 to Tier 1

- Rose Kwong
- Marguerite Malloy

Recommendation

Staff recommends that the Operations Committee recommend to the Board of Retirement that the Board a member her request to have interest waived on the cost of converting her membership from Tier 2 to Tier 1.

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

1. Unaudited Financial Statement as of December 31, 2012

Financial update for the period ending December 31, 2012

- Vince Brown

2. Unaudited Operating Expenses Budget vs Actual as of December 31, 2012

Report on the December 31, 2012

- Vince Brown

3. Board Member Conference Attendance Report for the 4th Quarter 2012

Quarterly report on the Board Member Conference Attendance Report

- Vince Brown

4. Draft 2013 Operations Committee Work Plan

Review of the 2013 draft Operations Committee Work Plan

- Vince Brown

5. Website Redesign Update

Update on the website redesign project

- Latrena Walker

6. Call Center Report

Quarterly report on the Call Center

- Sharen Stanek-Lowe

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Trustee/Public Input

Future Discussion Items

- Strategic Communications Plan

Establishment of Next Meeting Date

March 6, 2013 at 9:00 a.m.