



**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, October 2, 2013
9:00 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	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. Voluntary Elected Member Employer Reimbursement

A) Review, discussion and possible motion to adopt the amendments, if any, to the Voluntary Elected Member Reimbursement Policy

- Lori Schnall
- Marguerite Malloy

Recommendation

The Operations Committee recommends to the Board of Retirement that the Board adopt the amendments, if any, to the Voluntary Elected Member Reimbursement policy as recommended by Staff.

B) Discussion and possible motion to recommend the continuation of the voluntary elected member employer reimbursement for 2014

- Lori Schnall
- Marguerite Malloy

Recommendation

The Operations Committee recommends to the Board of Retirement that the Board continue the voluntary elected member employer reimbursement for 2014.

2. Discussion and possible motion to adopt the amendments, if any, to the Trustee Education Policy

- Lori Schnall
- Marguerite Malloy

Recommendation

Staff recommends that the Operations Committee recommend to the Board of Retirement that the Board adopt the amendments, if any, to the Trustee Education Policy.

3. Discussion and possible motion to adopt signatory authority criteria for contract execution

- Lori Schnall
- Marguerite Malloy

Recommendation

Staff recommends that the Operations Committee recommend to the Board of Retirement that the Board adopt the signatory authority criteria for contract execution for the calendar year 2013.

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4. Discussion and possible motion to approve the New Pay Item - Pay Code 40U for Alameda County

- Kathy Foster

Recommendation

Staff recommends that the Operations Committee recommend to the Board of Retirement that the Board approve the inclusion of the newly created pay item PHR Certification (Zone 7), Code 40U in compensation earnable and pensionable compensation for members with entry dates before and on or after January 1, 2013.

5. Discussion and possible motion to approve the format of the Participating Employer Audit RFP

- Harsh Jadhav

Recommendation

Staff recommends that the Operations Committee recommend to the Board of Retirement that the Board approve the format of the Participating Employer Audit RFP.

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

1. Operating Expenses – Budget vs Actual as of August 31, 2013

Report on the status of ACERA's budget as of August 31, 2013

- Margo Allen

2. Statement of Reserves as of June 30, 2013

Report on the Statement of Reserves as of June 30, 2013 and the interest posted to member and employer accounts for the six months ended June 30, 2013.

- Margo Allen

3. 2013 Board Election Update

Update on the 2013 Board election

- Margo Allen

4. Communication Group Efficiencies / Performance Measures

Status of the Communications Group efficiencies and performance measures

- Margo Allen

- Mike Fara

5. Human Resources Staffing Report

Report on position vacancies

- Victoria Arruda

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Trustee/Public Input

Future Discussion Items

- Adoption of the 2014 Operating Expense Budget
- 2013 Business Continuity Exercise Results

Establishment of Next Meeting Date

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