



August 5, 2015

To: Members of the Operations Committee

From: Dale Amaral, Chair

Subject: Summary of the August 5, 2015 Operations Committee Meeting

Operations Committee Chair Dale Amaral called the August 5, 2015 Operations Committee Meeting to order at 9:43 a.m. Committee members present were Dale Amaral, Chair, and Ophelia Basgal. The other Board members present were Annette Cain-Darnes and George Wood; and alternate member David Safer. Staff present were Kathy Foster, Interim Chief Executive Officer; Joseph Fletcher, Chief Counsel; Margo Allen, Fiscal Services Officer; Betty Tse, Chief Investment Officer; Harsh Jadhav, Chief of Internal Audit; Latrena Walker, Project and Information Services Manager; Victoria Arruda, Human Resources Director; and Sandra Duenas-Cuevas, Benefits Manager.

ACTION ITEM

1. Discussion and possible motion to adopt the Error Correction Policy

Staff presented the Error Correction Policy for possible approval. The policy addresses procedures and requirements for either corrections of errors in either member contributions made to ACERA or benefits paid by ACERA to members or their beneficiaries.

Following an extensive discussion and comprehensive review of the policy, the trustees recommended changes for procedural clarity to the policy. Staff was directed to bring the policy back to the committee after the policy is revised. No action was taken.

INFORMATION ITEMS

1. Quarterly Financial Statements as of June 30, 2015

Staff presented the quarterly financial statements. For the period ending June 30, 2015 the net assets held in trust for pension benefits total \$6,930,175,548.

2. Operating Expenses – Budget vs Actual as of June 30, 2015

Staff presented the year-to-date operating expenses – budget vs. actual. As of June 30, 2015 actual expenses are \$1,224,768 under budget.

3. Quarterly Cash Forecast Report as of June 30, 2015

Staff presented the quarterly forecasting report of the net cash position for the period June 1, 2015 through July 1, 2016. The trustees directed staff to produce the report that provides the transactional costs associated with the liquidation of assets for payment of the monthly retiree payroll on a quarterly basis, together with the cash forecast report.

4. Quarterly Board Member Conference Expense Report as of June 30, 2015

Staff presented the quarterly Board Member Conference Expense Report as of June 30, 2015.

- 5. Quarterly Senior Manager Conference and Training Expense Report as of June 30, 2015**
Staff presented the quarterly Senior Manager Conference and Training Expense Report as of June 30, 2015.
- 6. Legislative Update**
Staff presented an update on legislation of interest to ACERA.
- 7. Human Resources Staffing Report**
Staff reported on the 2nd quarter position vacancies that were approved in the 2015 budget.
- 8. Call Center Report**
Staff reported on the call center service levels for the period January 1, 2015 through June 30, 2015.

TRUSTEE/PUBLIC INPUT

ESTABLISHMENT OF NEXT MEETING DATE

The next meeting is scheduled for September 2, 2015 at 9:30 a.m.

MEETING ADJOURNED

The meeting adjourned at 11:24 a.m.