



**MINUTES OF JUNE 1, 2022 OPERATIONS COMMITTEE MEETING
THIS MEETING WAS CONDUCTED VIA TELECONFERENCE WITH VIDEO**

To: Members of the Operations Committee

From: Ophelia Basgal, Chair

Subject: Summary of the June 1, 2022 Operations Committee Meeting

Committee Chair Ophelia Basgal called the June 1, 2022 Operations Committee meeting to order at 9:31 a.m.

ACERA TRUSTEES, SENIOR MANAGERS AND PRESENTING STAFF IN ATTENDANCE

Committee members present were Ophelia Basgal, Keith Carson, and Henry Levy. Also present were Dale Amaral, Jaime Godfrey, Liz Koppenhaver, Tarrell Gamble and alternate member Darryl Walker. Nancy Reilly and Committee member Kellie Simon joined the meeting soon after roll call.

Staff present were David Nelsen, Chief Executive Officer; Kathy Foster, Assistant Chief Executive Officer; Lisa Johnson, Assistant Chief Executive Officer; Jeff Rieger, Chief Counsel; Jessica Huffman, Benefits Manager; Sandra Dueñas-Cuevas, Benefits Manager; Betty Tse, Chief Investment Officer; Vijay Jagar, Chief Technology Officer; and Erica Haywood, Fiscal Services Officer

PUBLIC INPUT

None

Action Items

None

INFORMATION ITEMS

1. MMRO Annual Report

Staff reported on the disability applications processed by Managed Medical Review Organization (MMRO).

2. Operating Expenses as of 4/30/2022

Staff presented Operating Expense and Budget Summary for the period ended April 30, 2022. As of April 30, 2022, actual expenses were \$671K under budget. Budget overages noted were Depreciation (\$3k over budget) and Member Services (\$2k over budget). Budget surpluses noted were Staffing (\$417K under budget), Staff Development (\$13K under budget), Professional Fees (\$34K under budget), Office

Expense (\$74K under budget), Systems (\$40K under budget), and Board of Retirement (\$98K under budget).

3. ACERA Board of Retirement Election 2022

Staff provided an update on the 2022 ACERA Board of Retirement Election. An election is being conducted for the following seats: Third member to represent the General Membership, Seventh member to represent the Safety Membership, Seventh member Alternate to represent the Safety Membership, Eighth member to represent the Retired membership, and Eighth member Alternate to represent the Retired Membership. The Notice of Election begins on August 1, 2022 and ends on August 26, 2022. The Nomination Period begins on August 29, 2022 and ends on September 26, 2022. Ballots will be mailed on November 16, 2022 to active and deferred general, safety, and retired members. The Election period is between November 16, 2022 and December 21, 2022. The end of the Election and deadline for ballots to be returned to ROV is on December 21, 2022 at 5:00 pm. The Election Results will be emailed to the Board by the Chief Executive Officer on December 22, 2022 and will be posted to ACERA's website December 29, 2022.

4. Technology Report

Staff presented a Technology Report relating to new backup storage security strategies.

TRUSTEE INPUT AND DIRECTION TO STAFF

Trustees asked staff to look into additional methods of outreach to increase voter turnout for the upcoming Board of Retirement election. Findings will be presented at the August 3, 2022 Operations Committee meeting.

FUTURE DISCUSSION ITEMS

July *(Presented at Board Meeting)*

- Operating Expenses as of 05/31/22

August

- Operating Expenses as of 06/30/22
- Quarterly Financial Statements as of 06/30/22
- Quarterly Cash Forecast Report
- Board Member Conference Expense Report as of 06/30/22
- Senior Manager Conference and Training Expense Report as of 06/30/22
- Mid-Year review of 2022 ACERA Operating Expense Budget
- 2021 ACFR Report
- Report on outreach methods to increase voter turnout

ESTABLISHMENT OF NEXT MEETING DATE

The next meeting is scheduled for Wednesday August 3, 2022 at 9:30 a.m.

MEETING ADJOURNED

The meeting adjourned at 10:24 a.m.