



Date: June 5, 2019  
To: Members of the Operations Committee  
From: Ophelia Basgal, Chair  
Subject: Summary of the June 5, 2019, Operations Committee Meeting

Operations Committee Chair Ophelia Basgal called the June 5, 2019, Operations Committee Meeting to order at 9:30 a.m. Committee members present were Ophelia Basgal, Chair; Dale Amaral, Vice-Chair; and Tarrell Gamble. Other Board members present were Keith Carson; Liz Koppenhaver; Elizabeth Rogers; George Wood; and Alternates Nancy Reilly and Darryl Walker. Staff present were David Nelsen, Chief Executive Officer; Margo Allen, Fiscal Services Officer; Kathy Foster, Assistant Chief Executive Officer; Kathy Mount, Chief Counsel; Harsh Jadhav, Chief of Internal Audit; Sandra Duenas, Benefits Manager; Jessica Huffman, Benefits Manager; Victoria Arruda, Human Resource Officer; and Vijay Jagar, Chief Technology Officer.

### **PUBLIC INPUT**

None

### **ACTION ITEMS**

None

### **INFORMATION ITEMS**

#### **1. Operating Expenses as of April 30, 2019**

Staff presented the year-to-date Budget vs. Actual Operating Expense Report. as of April 30, 2019, actual expenses were \$379K under budget. Budget overages noted were Professional Fees (\$38K over budget). Budget surpluses noted were Staffing (\$171K under budget), Staff Development (\$51K under budget), Office Expense (\$24K under budget), Member Services (\$53K under budget), Systems (\$27K under budget), Depreciation (\$2K under budget) and Board of Retirement (\$88K under budget).

#### **2. Update on Disability Cases Provided by Managed Medical Review Organization (MMRO)**

At the request of the Operations Committee, staff provided information regarding disability applications processed by MMRO. Staff is satisfied with MMRO's performance. Trustees suggested staff to consider expanding MMRO's role in the disability process.

#### **3. 2019 Board of Retirement Elections**

Staff provided an update regarding the 2019 Board of Retirement election. An election is being conducted for the following seats: third member to represent 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 the eighth member alternate to represent the retired membership. The Notice of Election begins on July 15 and ends on August 9. The Nomination Period

begins on August 12 and ends on September 9. The ballots will be mailed on November 14, and the election period is between November 14 and December 18. The end of the election and deadline for ballots to be returned to the Registrar of Voters office is December 18 at 5:00 p.m. Election results will be announced on December 19 at the Board Meeting.

**TRUSTEE REMARKS**

None

**RECOMMENDATIONS**

None

**ESTABLISHMENT OF NEXT MEETING DATE**

The next meeting is scheduled for August 7, 2019, at 9:30 a.m.

**MEETING ADJOURNED**

The meeting adjourned at 10:12 a.m.