



**REVISED on FEBRUARY 15, 2019**  
**Alameda County Employees' Retirement Association**  
**BOARD OF RETIREMENT**

**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.**

**Thursday, February 21, 2019**  
**2:00 p.m.**

LOCATION	BOARD OF RETIREMENT - MEMBERS	
ACERA C.G. "BUD" QUIST BOARD ROOM 475 14 <sup>TH</sup> STREET, 10 <sup>TH</sup> FLOOR OAKLAND, CALIFORNIA 94612-1900 MAIN LINE: 510.628.3000 FAX: 510.268.9574	GEORGE WOOD CHAIR	ELECTED GENERAL
	HENRY LEVY FIRST VICE-CHAIR	TREASURER
	ELIZABETH ROGERS SECOND VICE-CHAIR	ELECTED GENERAL
	DALE AMARAL	ELECTED SAFETY
	OPHELIA BASGAL	APPOINTED
	KEITH CARSON	APPOINTED
	TARRELL GAMBLE	APPOINTED
	JAIME GODFREY	APPOINTED
	LIZ KOPPENHAVER	ELECTED RETIRED
	NANCY REILLY	ALTERNATE RETIRED <sup>1</sup>
	DARRYL L.WALKER	ALTERNATE SAFETY <sup>2</sup>

<sup>1</sup> Alternate Retired Member (Votes in the absence of the Elected Retired Member, or, if the Elected Retired Member is present, then votes if both Elected General members, or the Elected Safety Member and an Elected General member, are absent.

<sup>2</sup> Alternate Safety Member (Votes in the absence of (1) the Elected Safety, (2) either of the two Elected General Members, or (3) both the Retired and Alternate Retired members).

*Note regarding accommodations:* The Board of Retirement will provide reasonable accommodations for persons with special needs of accessibility who plan to attend Board meetings. Please contact ACERA at (510) 628-3000 to arrange for accommodation.

*Note regarding public comments:* Public comments are limited to four (4) minutes per person in total.

The order of agendized items is subject to change without notice. Board and Committee agendas and minutes are available online at [www.acera.org](http://www.acera.org).

1. **CALL TO ORDER:**
2. **ROLL CALL:**
3. **PUBLIC COMMENT:**
4. **CONSENT CALENDAR:**
  - A. **APPLICATION FOR SERVICE RETIREMENT:**  
*Appendix A*
  - B. **APPLICATION FOR RETIREMENT, DEFERRED:**  
*Appendix B*  
*Appendix B-1*
  - C. **APPLICATION FOR DEFERRED TRANSFER:**  
*Appendix C*
  - D. **LIST OF DECEASED MEMBERS:**  
*Appendix D*
  - E. **REQUESTS FOR 130 BI-WEEKLY PAYMENTS TO RE-DEPOSIT CONTRIBUTIONS AND GAIN CREDIT:**  
*Appendix E*
  - F. **APPLICATION FOR DISABILITY RETIREMENT – NON CONTESTED ITEMS:**  
*Appendix F*
  - G. **APPLICATION FOR DISABILITY RETIREMENT – HEARING OFFICER RECOMMENDATIONS:**  
*Appendix G*
  - H. **APPROVAL OF COMMITTEE MINUTES:**  
*January 19, 2019 Minutes of the Regular Board Meeting*  
*February 6, 2019 Operations Committee Minutes*  
*February 6, 2019 Retirees Committee Minutes*  
*February 13, 2019 Investment Committee Minutes*
  - I. **MISCELLENOUS MATTERS:**  
Designate Pay Item 42J – Lead Resp. – Child Suppt Atty (Lead Responsibilities – Child Support Attorney) as compensation earnable for Tier 1, 2, and 3 legacy members, based on Government Code Section 31461; however; not pensionable compensation for Tier 4 PEPRAs members, based on Government Code Section 7522.34.

-----End of Consent Calendar-----  
(MOTION)

**REGULAR CALENDAR**  
**REPORTS AND ACTION ITEMS**

**5. DISABILITIES, RECOMMENDATIONS AND MOTIONS:**

*(Item(s) will be heard in Closed Executive Session)*

- None.

**6. COMMITTEE REPORTS, RECOMMENDATIONS AND MOTIONS:**

**A. Operations:**

1. Summary of the February 6, 2019, Meeting.

**B. Retirees:**

1. Summary of the February 6, 2019, Meeting.
2. Motion that the Board adopt the Supplemental Cost of Living Adjustment increase for Tier I members who retired on or before April 1, 1981, and Tier 2 members who retired on or before April 1, 1999, effective with the April 1, 2019 monthly retirement allowance. This annual supplemental benefit is non-vested and is funded by the Supplemental Retiree Benefit Reserve.

**C. Investment:**

1. Summary of the February 6, 2019, Meeting.
2. Motion that the Board approve an up to \$33 million Investment in Genstar Capital Partners IX as part of ACERA's Private Equity Portfolio – Buyouts.
3. Motion that the Board approve an up to \$30 million Investment in Taurus Mining Finance Fund No. 2 as part of ACERA's Real Assets Portfolio – Natural Resources.

**D. Actuarial:**

1. Summary of the February 21, 2019, Meeting.  
*(Note: The Actuarial Committee minutes will be included for approval on the March 21, 2019, Board Consent Calendar.)*
2. Motion to determine that a triggering event has occurred for the purposes of applying the Declining Employer Payroll Policy as it applies to the Alameda County Office of Education, based on the Board of Retirement policy adopted October 18, 2018, and determining that the employer's contributions determined under the Policy be paid in level, fixed-dollar amounts over a period of twenty (20) years, beginning no later than July 1, 2019, for fiscal year 2019/2020.

3. Motion to determine a triggering event has occurred for the purposes of applying the Declining Employer Payroll Policy as it applies to the Livermore Area Recreation and Parks District (LARPD), based on a the Board of Retirement policy adopted October 18, 2018, and determining that the employer’s contributions determined under the Policy be paid in level percent of pay (including payrolls from all of LARPD’s Tier 1, Tier 3 and Tier 4 members) over a period of twenty (20) years, beginning no later than the effective date for the December 31, 2018 valuation determined contribution rates in 2019, for fiscal year 2019/2020.
4. Motion to approve the recommended deterministic scenario test for ACERA’s Actuarial Valuation and Review as of December 31, 2018, and the recommended deterministic sensitivity test and stochastic projections for ACERA’s Actuarial Valuation and Review as of December 31, 2019, as outlined in the staff memo, to satisfy disclosure requirements for the new ASOP No. 51.

**E. Audit:**

1. Summary of the February 21, 2019, Meeting.  
*(Note: The Audit Committee minutes will be included for approval on the March 21, 2019, Board Consent Calendar.)*
2. Motion that the Board approve the external audit scope of work and timeline of services for the Financial Statements ended December 31, 2018, to be performed by Williams Adley & Co. LLP.
3. Motion that the Board approve the revised *Internal Audit Department Charter*.
4. Motion that the Board approve the *Audit Committee Charter*.

**7. NEW BUSINESS:**

- A. Chief Executive Officer’s Report.

**8. CONFERENCE REPORTS/ORAL REPORTS:**

**9. ANNOUNCEMENTS:**

**10. BOARD INPUT:**

**11. CLOSED SESSION:**

- A. Existing Litigation pursuant to Government Code (GC) Section 54956.9(d)(1):  
Alameda Health System v. ACERA, Alameda County Superior Court, No. RG19006178.  
ACERA v. Reed, Alameda County Superior Court, No. RG18923790.
- B. Pending Litigation pursuant to GC §54956.9(d)(4):  
One (1) matter - Subrogation Claim.

**12. REPORT ON ACTION TAKEN IN CLOSED SESSION:**

**13. ESTABLISHMENT OF NEXT MEETING:**

**Thursday, March 21, 2019 at 2:00 p.m.**

**14. ADJORNMENT:**

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**APPENDIX A  
APPLICATION FOR SERVICE RETIREMENT**

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ABBLEY, Maria  
Effective: 10/20/2018  
Social Services Agency

DUMA, Ana  
Effective: 3/31/2018  
Alameda Health System

ARAGON, Maria A.  
Effective: 8/25/2018  
Alameda Health System

FISHER-KIRSHNER, Susan E.  
Effective: 12/01/2018  
Library

BANGERT, Theresa M.  
Effective: 9/04/2018  
Probation

FLORES, Mark A.  
Effective: 12/01/2018  
Sheriff's Office

BEN, Thelma C.  
Effective: 11/01/2017  
Alameda Health System

FRANKLIN, Carlos A.  
Effective: 11/29/2018  
Alameda County Medical Center

BERGGREN, William A.  
Effective: 1/13/2018  
Sheriff's Office

FREDIANI, LEDA K.  
Effective: 12/01/2018  
Health Care Services Agency

CHRISTIAN, Tyrone  
Effective: 12/30/2017  
Alameda Health System

GILBERT, Carla  
Effective: 3/30/2018  
Alameda County Medical Center

CHRISTIANSON, Joanne  
Effective: 3/31/2018  
Health Care Services Agency

HAYDEN, Leslie J.  
Effective: 12/01/2018  
Sheriff's Office

CLOSE, Jessica  
Effective: 7/28/2018  
Superior Court

HAYMON, Wilma L.  
Effective: 11/28/2018  
Public Health

CUERO, Cynthia C.  
Effective: 12/01/2018  
Public Works Agency

HONG, Hanley H.  
Effective: 12/01/2018  
Social Services Agency

DERKSEN, Wendy M.  
Effective: 12/15/2018  
Social Services Agency

HUI, Lucia T.  
Effective: 12/01/2018  
Health Care Services Agency

DEVENO, Shirley A.  
Effective: 1/06/2018  
Social Services Agency

LEE, Daniel  
Effective: 12/15/2018  
District Attorney

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**APPENDIX A  
APPLICATION FOR SERVICE RETIREMENT**

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MANANQUIL, Rizaldy C.  
Effective: 12/08/2018  
Public Works Agency

SCHUKNECHT, Eileen  
Effective: 12/15/2018  
Social Services Agency

MCFADDEN, Katherine J.  
Effective: 12/08/2018  
Health Care Services Agency

SCHULENBURG, Frederick  
Effective: 10/06/2018  
Auditor-Controller

MEADOWS, Valerie  
Effective: 12/01/2018  
Probation

SOTO, Kim I.  
Effective: 3/24/2018  
Public Defender

MENDOZA, Arnoldo V.  
Effective: 10/23/2018  
General Services Agency

STAFFORD, Erica M.  
Effective: 12/01/2018  
Public Works Agency

MOORE, Linda K.  
Effective: 12/01/2018  
General Services Agency

STEWART, Michelle D.  
Effective: 12/08/2018  
Superior Court

POPE, Tania A.  
Effective: 12/15/2018  
Sheriff's Office

THOMAS, Steven M.  
Effective: 12/15/2018  
Alameda Health System

QUING, Carmen  
Effective: 8/25/2018  
Social Services Agency

TOBIAS, Ruby J.  
Effective: 12/01/2018  
Probation

SATTERFIELD, Kimberly L.  
Effective: 11/03/2018  
Social Services Agency

TOLENTINO, ROSA N.  
Effective: 9/10/2017  
Alameda Health System

SCHEAR, Tracy A.  
Effective: 11/16/2018  
Health Care Services Agency

ULLOA, Sarah M.  
Effective: 12/01/2018  
Health Care Services Agency

YANG, Sheng F.  
Effective: 3/31/2018  
Public Works Agency

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**APPENDIX B  
APPLICATION FOR DEFERRED RETIREMENT**

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BETZ, Jacob C.  
Sheriff's Office  
Effective Date: 12/12/2018

EUSEBIO, Mary Grace D.  
Public Works Agency  
Effective Date: 12/14/2018

BROOKS, Michele B.  
Alameda Health System  
Effective Date: 12/14/2018

FONG, Sonny  
Alameda Health System  
Effective Date: 08/06/2018

CARDONA, Raymundo  
Probation  
Effective Date: 10/09/2018

GREGG, Elizabeth S.  
Alameda Health System  
Effective Date: 08/24/2018

CHAPMAN, John T.  
Alameda Health System  
Effective Date: 10/31/2018

MARCHI, Kris L.  
Alameda Health System  
Effective Date: 12/04/2018

CHIN, Jason B.  
District Attorney  
Effective Date: 11/02/2018

PARHAM, Steven D.  
Sheriff's Office  
Effective Date: 12/28/2018

COLEMAN, Kelly W.  
Health Care Service Agency  
Effective Date: 9/14/2018

POTKIN, Trinh  
Social Services Agency  
Effective Date: 12/28/2018

CRUDO, Laura  
Alameda Health System  
Effective Date: 7/06/2018

POLICARPIO, Cecilia D.  
Alameda Health System  
Effective Date: 12/07/2018

DAVIS, William L.  
Social Services Agency  
Effective Date: 10/25/2018

SOTOROSEN, Cancion A.  
Public Defender  
Effective Date: 8/01/2018



**APPENDIX B-1  
APPLICATION FOR NON-VESTED DEFERRED**

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ALCANTARA, Jay V.  
Alameda Health System  
Effective Date: 12/07/2018

DONG JR., Gilbert  
Superior Court  
Effective Date: 10/12/2018

ALOMAR, Josie  
Alameda Health System  
Effective Date: 12/07/2018

EDWARDS-STEWART, Sunde N.  
Board of Supervisors  
Effective Date: 8/8/2018

AZEVEDO, Kaitlyn  
Superior Court  
Effective Date: 11/16/2018

EZELL, Adam A.  
Auditor-Controller  
Effective Date: 9/07/2018

CALDWELL, Eddie Lee  
Alameda Health System  
Effective Date: 12/1/2018

FARRELL, Rachel M.  
Alameda Health System  
Effective Date: 11/28/2018

CALVERT, Trevor K.  
Library  
Effective Date: 8/09/2018

FAVELA, Veronica  
Social Services Agency  
Effective Date: 7/31/2018

CANONIGO, Bernadette  
Alameda Health System  
Effective Date: 12/5/2018

FENG, Yuh Plan  
Social Services Agency  
Effective Date: 8/09/2018

CARTER, Brittaney L.  
Board of Supervisors  
Effective Date: 11/30/2018

FOIDL, Lori  
Alameda Health System  
Effective Date: 11/03/2018

CASTRO, Francis P.  
Alameda Health System  
Effective Date: 10/12/2018

FUENTES, Lucy J.  
Social Services Agency  
Effective Date: 11/30/2018

CHAN, Robert D.  
District Attorney  
Effective Date: 11/02/2018

GONZALES, Breena A.  
Assessor  
Effective Date: 12/14/2018

DAWSON, Ben A.  
Health Care Services Agency  
Effective Date: 9/10/2018

HARRISON, Jeremy R.  
Social Services Agency  
Effective Date: 11/23/2018

DENG, Cheung L.  
Sheriff's Office  
Effective Date: 6/21/2014

JASINSKI, Amelia J.  
Information Technology  
Effective Date: 12/07/2018

DENNIS, Sandee  
Social Services Agency  
Effective Date: 11/13/2018

OWENS Robert M.  
Alameda Health System  
Effective Date: 12/05/2018

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**APPENDIX B-1**  
**APPLICATION FOR NON-VESTED DEFERRED**

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PARRAS, Denise L.  
Alameda Health System  
Effective Date: 12/05/2018

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**APPENDIX D**  
**LIST OF DECEASED MEMBERS**

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ADDIECO, Helen  
Non-Mbr Survivor of Frank Addieco  
11/26/2018

BURGIN, Bill  
Non-Mbr Survivor of Olivia Burgin  
6/18/2018

AGUILAR, Tiofilo J.  
Alameda County  
1/04/2019

CADIZ, Deogracias R.  
Auditor-Controller  
3/03/2018

ANDERSON, Mary C.  
Alameda County Medical Center  
11/08/2018

CARAVAYO-STROBER, Francisco S.J.  
Registrar of Voters  
12/08/2018

ARMSTRONG, Judy  
Alameda County Medical Center  
4/23/2018

CHERRY, Arkadelphia  
Alameda County  
11/22/2018

BLANCHER, Claudia A.  
Non-Mbr Survivor of Richard Blancher  
1/05/2019

COWAN, Robert F.  
Non-Mbr Survivor of Anne Cowan  
11/15/2018

BORGESS, Frank W.  
Alameda County  
12/07/2018

CROOMS, Maria  
Non-Mbr Survivor of Michael Crooms  
2/09/2018

BORIS JR, Edward A.  
Alameda County  
9/14/2018

DAY, Adabelle S.  
Alameda County  
1/08/2019

BREWER, Gloria J.  
Health Care Services Agency  
12/24/2018

DO, Ba T. X.  
Alameda County  
8/13/2018

BUCKLEY, William H.  
Alameda County  
3/14/2018

EASON, Thelma  
Alameda County  
12/11/2018

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**APPENDIX D  
LIST OF DECEASED MEMBERS**

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ERVEN, Margaret E.  
Non-Mbr Survivor of Wayne Erven  
11/17/2018

HOLMES, Hamilton H.  
Juv Field Juvenile Services  
12/3/2018

FALLOON, Clifford D.  
Alameda County  
1/01/2018

HUTCHINS, Robert B.  
District Attorney  
10/30/2018

FEDERIGHI, Robert T.  
Alameda County  
11/21/2018

JACKSON, James E.  
10/29/2018  
Alameda County

GARCIA, Frances  
Alameda County  
6/19/2018

IACOVAZZI, Viola M.  
6/5/2018  
Non-Mbr Survivor of Francis Nusom Jr

GEBRE-KIDAN, Mebrahtu  
PWA Maintenance & Operations  
11/21/2018

JEFFERSON, Bennie  
Alameda County  
9/30/2018

GILKERSON, Allen P.  
Det & Corr Santa Rita Jail  
10/26/2018

JENSEN, Pearl  
1/8/2019  
Alameda County

GONZALEZ, Amelia B.  
Alameda County  
2/09/2018

JONES, Lois C.  
Non-Mbr Survivor of Clarence Jones  
1/22/2019

GRIFFIN, Iris M.  
Janitorial Servcies  
12/05/2018

JONES, Valeria H.  
Alameda County Medical Center  
11/8/2018

HAGAR, Randall P.  
Information Technology  
12/07/2018

JUSSEL, Martina  
Alameda County  
11/2/2018

HAYNES, Dorothy M.  
Alameda County  
10/8/2018

KEENER, Paul J.  
PWA Engineering & Construction  
7/21/2018

HEBERT, Linda M.  
Alameda County Medical Center  
12/23/2018

KELLY, Robert M.  
Alameda County  
11/16/2018

HELLUM, Frank R.  
Alameda County  
1/15/2019

KEMPTON, Olga H.  
Alameda County  
9/23/2018

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**APPENDIX D  
LIST OF DECEASED MEMBERS**

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KESTIN, Irving E. Alameda County 11/18/2018	LIAO, Virginia T. Non-Mbr Survivor of D Liao 5/28/2018
KINGSBURY, Kenneth R. Alameda County 9/15/2018	LUCAS, Eugene K. Alameda County 8/10/2018
KIRTH, Edetta F. Alameda County 11/29/2018	LUISOTTI, Isabell T. Alameda County 12/17/2018
LA COMBE, Evelyn Alameda County 3/8/2018	MAHAN, Alan B. Alameda County 11/30/2018
LAGORIO, Bruna M. Non-Mbr Survivor of Albert Lagorio 12/2/2018	MAHI JR, George Alameda County 6/2/2018
LAMAR, Karen R. SSA Welfare to work 9/22/2018	MALACHI, Ruth E. Alameda County 1/9/2019
LASSALLE, Jo-Ann M. Communications 9/1/2018	MAR, Mun J. Alameda County 5/6/2018
LAU, Theresa Alameda County Medical Center 5/24/2018	MARTINEZ, Josephine Alameda County 12/25/2018
LAVE, Florence A. Alameda County 7/13/2018	MASSENGALE, Ola Non-Mbr Survivor of Weston Massengale 6/3/2018
LAWRENCE, Norma J. Alameda County 7/24/2018	MCDONNELL, Nancy A. Alameda County Medical Center 11/6/2018
LEHTO, Lila Alameda County 10/12/2018	MELESCO, Patricia V. Alameda County 12/13/2018

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**APPENDIX D  
LIST OF DECEASED MEMBERS**

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MENDOES, Barbara J.  
Alameda County  
11/4/2018

OSHER, Regina L.  
SSA Wkforce & Resource Dev.  
4/30/2018

MORIARTY, Helen  
Non-Mbr Survivor of Michael Moriarty  
11/23/2018

OTA, Wesley K.  
Alameda County  
10/18/2018

MORIARTY, Michael L.  
Alameda County  
6/13/2018

OWENS, Richard A.  
Alameda County  
8/14/2018

MUELA, Eli  
Alameda County  
1/19/2019

PALMER, Robert L.  
Alameda County Medical Center  
5/15/2018

MULLANEY, Noreen M.  
Non-Mbr Survivor of Michael Mullaney  
11/16/2018

PASTOR, Evelyn  
Non-Mbr Survivor of Avrum Pastor  
8/19/2018

NG, Kwok Y.  
SSA Adult & Aging Svcs  
1/14/2019

PETERS, Viola H.  
Non-Mbr Survivor of John Peters  
9/15/2018

NOLTING, Dolores L.  
Alameda County  
9/16/2018

PITCAITHLEY, Mairi M.  
Alameda County  
1/3/2019

O'BRIEN, Robert  
Alameda County Medical Center  
12/22/2018

PLUMMER, Charles C.  
Sheriff Admin  
3/4/2018

OLD, Sylvia  
Non-Mbr Survivor of Stanley Old  
3/23/2018

QUAN, Robert  
Alameda County  
11/10/2018

OLIVERA, Alexander  
Alameda County  
9/19/2018

RAFFE, Sydelle  
SSA Administration  
6/26/2018

OLSON, Larry B.  
Non-Mbr Survivor of Paula Olson  
12/15/2018

RAMOS, Reba J.  
Alameda County  
12/6/2018

ORNELLAS, Sandra A.  
PWA Management Svcs  
11/22/2018

RANTZMAN, Jon A.  
Alameda County Superior Court  
11/17/2018

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**APPENDIX D  
LIST OF DECEASED MEMBERS**

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RICE, George R.  
Alameda County  
12/16/2018

STAMBUK, Judith A.  
Alameda County  
12/4/2018

RUDIAK, Andrew N.  
Public Health Grants  
12/23/2018

STRUCK, Meiwen L.  
Alameda County Medical Center  
7/28/2018

SAGE, Mary L.  
Alameda County  
9/30/2018

STUART, Sadie  
Alameda County  
1/26/2019

SAMUELS, Jean M.  
Alameda County  
1/2/2019

SWENSON, Anders B.  
SSA Wkforce & Resource Development  
4/7/2018

SCHNUR, Myrna  
Alameda County  
12/8/2018

TILDEN, William W.  
Alameda County  
12/17/2018

SHERMAN, Gail L.  
Assessor  
3/8/2018

WANG, Melanie H. L.  
Sheriff Admin  
10/13/2018

SIMPKINS, Beverly J.  
Alameda County  
12/9/2018

WEHR, Joan D.  
Alameda County  
12/1/2018

SIMPSON, Richard S  
Alameda County  
7/10/2018

WERNER, Edith L.  
Alameda County  
1/14/2019

SOUZA, Edward C.  
Non-Mbr Survivor of Irene Souza  
6/20/2018

WEST, Bernice E.  
Alameda County  
1/6/2019

SPANNO, Rosemary T.  
Alameda County Medical Center  
12/21/2018

WHITE, William E.  
Alameda County  
3/16/2018

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**APPENDIX F  
APPLICATION FOR DISABILITY RETIREMENT**

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**Name:** Clemons, Kevin  
**Type of Claim:** Service Connected

Staff's Recommendation:

Adopt the findings and conclusions and approve and adopt the recommendation contained in the Medical Advisor's report, including but not limited to, granting Mr. Clemons' application for a service connected disability and waiving future annual medical examinations and questionnaires at this time.

Based on the Medical Advisor's and Staff's review and determination of Mr. Clemons' ability to determine the permanency of his incapacity, to deny Mr. Clemons' request for an earlier effective date.

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**January 17, 2019 Board Minutes  
For approval under February 21, 2019  
Board “Consent Calendar”**





**ALAMEDA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION  
BOARD OF RETIREMENT  
MINUTES**

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**Thursday, January 17, 2019**

First Vice-Chair George Wood called the meeting to order at 2:00 p.m.

Trustees Present: Dale Amaral  
Ophelia Basgal  
Keith Carson  
Jaime Godfrey  
Liz Koppenhaver  
Henry Levy  
Elizabeth Rogers  
George Wood  
Nancy Reilly (*Alternate*)  
Darryl Walker (*Alternate*)

Trustees Excused: Tarrell Gamble

Staff Present: Victoria Arruda, Human Resource Officer  
Angela Bradford, Executive Secretary  
Sandra Dueñas-Cuevas, Benefits Manager  
Jessica Huffman, Benefits Manager  
Harsh Jadhav, Chief of Internal Audit  
Vijay Jagar, Retirement Chief Technology Officer, ACERA  
Kathy Foster, Assistant Chief Executive Officer  
Kathy Mount, Chief Counsel  
David Nelsen, Chief Executive Officer  
Betty Tse, Chief Investment Officer

Staff Excused: Margo Allen, Fiscal Services Officer

First Vice-Chair George Wood opened the meeting with the annual election of Board Officers for 2019. The nominations were held in the following order.

**19-01**

**It was moved by Liz Koppenhaver and seconded by Dale Amaral to nominate Elizabeth Rogers as Second Vice-Chair of the Board of Retirement.**

There were no further nominations. The nominations were closed.

**Elizabeth Rogers was elected as Second Vice-Chair of the Board of Retirement by a vote of 7 yes (*Amaral, Carson, Godfrey, Koppenhaver, Levy, Rogers, Wood*), 0 no, and 0 abstentions.**

**19-02**

**It was moved by Elizabeth Rogers and seconded by Dale Amaral to nominate Henry Levy as First-Vice Chair of the Board of Retirement.**

There were no further nominations. The nominations were closed.

**Henry Levy was elected as First-Vice Chair of the Board of Retirement by a vote of 7 yes (*Amaral, Carson, Godfrey, Koppenhaver, Levy, Rogers, Wood*), 0 no, and 0 abstentions.**

**19-03**

**It was moved by Elizabeth Rogers and seconded by Dale Amaral to nominate George Wood as Chair of the Board of Retirement.**

There were no further nominations. The nominations were closed.

**George Wood was elected as Chair of the Board of Retirement by a vote of 7 yes (*Amaral, Carson, Godfrey, Koppenhaver, Levy, Rogers, Wood*), 0 no, and 0 abstentions.**

**19-04**

**The minutes of the regular meeting of December 20, 2018, were accepted on a motion, by Dale Amaral, seconded by Jaime Godfrey and approved by a vote of 7 yes (*Amaral, Carson, Godfrey, Koppenhaver, Levy, Rogers, Wood*), 0 no, and 0 abstentions.**

**CONSENT CALENDAR**

**REPORTS AND ACTION ITEMS**

**APPLICATION FOR SERVICE RETIREMENT**

*Appendix A*

**APPLICATION FOR RETIREMENT, DEFERRED**

*Appendix B  
Appendix B-1*

**APPLICATION FOR DEFERRED TRANSFER**

*Appendix C*

**LIST OF DECEASED MEMBERS**

*Appendix D*

**REQUESTS FOR 130 BI-WEEKLY PAYMENTS TO RE-DEPOSIT CONTRIBUTIONS AND GAIN CREDIT**

*Appendix E*

**APPLICATION FOR DISABILITY RETIREMENT – NON-CONTESTED ITEMS:**

*Appendix F*

**APPLICATION FOR DISABILITY RETIREMENT – HEARING OFFICER RECOMMENDATIONS**

*Appendix G*

**APPROVAL COMMITTEE MINUTES**

*December 20, 2018 Governance Committee Minutes*

**MISCELLANEOUS MATTERS:**

*None*

**19-05**

It was moved by Elizabeth Rogers seconded by Darryl Walker, and approved by a vote of 7 yes (*Carson, Godfrey, Koppenhaver, Levy, Rogers, Walker, Wood*), 0 no, and 0 abstentions that the following resolution is adopted (*Dale Amaral recused himself because one or more of the consent calendar items involved his employing Department*):

**BE IT RESOLVED BY THIS BOARD that the Consent Calendar is approved as presented.**

## **REGULAR CALENDAR – REPORTS AND ACTION ITEMS**

### **DISABILITIES, CURRENT AND CONTINUING RECOMMENDATIONS AND MOTIONS**

None.

### **COMMITTEE REPORTS, RECOMMENDATIONS AND MOTIONS**

*Note: Per Committee Chairs, copies of the Committee meeting minutes were available for attendees. All **December/January** Committee meeting minutes are posted on the ACERA website ([www.acera.org](http://www.acera.org)) after approval at the **January 17, 2019**, Board meeting. This month's Committee reports were presented in the following order:*

#### ***Investment:***

Elizabeth Rogers reported that the Investment Committee met on January 9, 2019, at 9:30 a.m. and highlighted the following:

Staff and Verus Representatives explained to the Trustees the changes in scores for the four finalists after the on-site visits and why William Blair was recommended for the mandate as a better fit for ACERA's U.S. Small Cap Growth Equity allocation.

Staff and Verus representatives discussed the relative merits of the two proposed finalists – Kayne Anderson Rudnick (KAR) and William Blair. Both investment management companies have well-thought out investment philosophies and operational processes, with the experience and resources to support the strategy. Staff briefly compared the highlights of each company, e.g., number of holdings, annual turnover, tracking error, information ratio, upside/downside capture ratios, performance, and fees.

Representatives from Kayne Anderson Rudnick presented their firm's overview, and discussed their Small Cap Sustainable Growth strategy with the Committee. Included in this discussion were the strategy's investment philosophy and process including risk management. KAR's performance is very stable relative to the Small Cap Growth Index and has substantially outperformed this index over many time periods discussed. Topics of discussion also included the strategy's current overweight to Technology and underweight to Healthcare, the strategy's current AUM, use of ESG considerations in the investment process, and lessons learned from their underperforming investments.

Representatives from William Blair presented their firm's overview, and discussed their Small Cap Growth strategy with the Committee. Included in this discussion were the strategy's investment philosophy and process and risk management. In addition, the three different types of investment characteristics the manager utilizes were discussed – Traditional Quality Growth, Fallen Quality Growth, and Undiscovered Quality Growth. The main characteristics of the strategy include higher growth stocks relative to the index but with cheaper prices, less momentum, and greater exposures to smaller market-cap companies. William Blair answered the Committee's questions about lessons learned from their outperforming and underperforming investments, as well as the use of ESG considerations in their investment process.

**19-06**

**It was moved by Elizabeth Rogers and seconded by Liz Koppenhaver that the Board approve William Blair as ACERA’s U.S. Small Cap Growth Manager – Domestic Equities pending completion of legal and investment due diligence, background investigations, and successful contract negotiation. The motion carried 5 yes (*Amaral, Carson, Koppenhaver, Rogers, Wood*), 1 no (*Levy*), and 2 abstentions (*Basgal, Godfrey*).**

Representatives from Verus discussed the upcoming Asset Liability Study (AL Study) that they will be conducting. The AL Study will allow Verus to model the appropriate asset allocation for the fund and determine the policy index. Trustees will receive a questionnaire which will help Verus determine their concerns and risk appetite preferences, and which will help mold the asset allocation and the manager structure of the Total Fund.

Staff offered the proposed Investment Committee Workplan for 2019 (Workplan) and highlighted examples of various high-level discussion items in the workplan.

**19-07**

**It was moved by Elizabeth Rogers and seconded by Liz Koppenhaver that Board approve the January 9, 2019 Investment Committee minutes. The motion carried 7 yes (*Amaral, Carson, Godfrey, Koppenhaver, Levy, Rogers, Wood*), 0 no, and 1 abstention (*Basgal*).**

**NEW BUSINESS:**

***Approval of 2018 Discharge Request of Benefit Overpayments in the Amount of \$59,230***

Chief Executive Officer Dave Nelsen stated that in 2016, the Board approved a policy that would allow for the discharge of uncollectable benefit overpayments (due to member/retiree deaths) ranging from 1996 to 2016. In 2018, the Board revised its policy eliminating the four-year waiting period to allow immediate discharge of benefit overpayments. After discussion, Mr. Nelsen asked that the Board approve Staff’s 2018 discharge request of benefit overpayments (ranging from 2014 to 2017) in the amount of \$59,230, which include Health Reimbursement Account (HRA) overpayments and additional payments to tax lien authorities (both Federal and State).

**19-08**

**It was moved by Elizabeth Rogers and seconded by Dale Amaral that the Board approve the 2018 Discharge Request of Benefit Overpayments in the amount of \$59,230. The motion carried 8 yes (*Amaral, Basgal, Carson, Godfrey, Koppenhaver, Levy, Rogers, Wood*), 0 no, and 0 abstentions.**

**Operating Expenses (Operations Committee Informational Item)**

Mr. Nelsen presented the Total Operating Expense Budget Summary for November 30, 2018. As of November 30, 2018, operating expenses were approximately \$300K under budget (\$316K). Budget overages noted were for *Staffing* (\$206K over budget). In addition to several other line item expenses, budget surpluses noted were for *Staff Development* (\$208K under budget) and *Board Expenses* (\$147K under budget).

**Report Regarding Inclusion of Items on Consent Calendar (Informational Item)**

Chief Counsel Kathy Mount reported that this item is being brought back to report Trustees' feedback from the survey they received via Survey Monkey regarding the type of agenda items that could be included on the Consent Calendar. Ms. Mount presented a list of responses received from seven Trustees where the majority indicated support to include certain items on the Consent Calendar. Ms. Mount provided examples, which included Pay Codes, non-controversial and/or previously discussed and agreed upon items. Ms. Mount that if a Board member wanted an item removed from the Consent Calendar the item could be withdrawn, discussed and approved as a stand-alone item during the Board meeting. . After discussion, the Board agreed that staff would work closely with the Board Chair prior to a Board meeting to obtain regarding items to be included on the Consent Calendar. It was noted that Staff reports and supporting materials, would accompany all Consent Calendar items and that this process is in compliance with the *Brown Act*. Staff will implement this process starting with the February 2019 Board meeting.

**Approval of Levi, Ray and Shoup, Inc. (LRS) Contract**

Mr. Nelsen stated that in August 2018the Board approved Staff's request to move forward with obtaining a new Pension Administration System (PAS). Staff is in the first phase of the project which is to develop a comprehensive list of business, technical and system requirements. In order to achieve this task, Staff needs to work with LRS to get their input, feedback and an understanding of what the new System can accomplish. Mr. Nelsen recommended that the Board approve a contract with LRS to accomplish this task.

**19-09**

**It was moved by Ophelia Basgal and seconded by Henry Levy that the Board approve the contract with Levi, Ray, and Shoup, Inc., for development of requirements for replacement of pension administration software in an amount not to exceed \$275,000 for a period from January 1, 2019 through December 31, 2019. The motion carried 8 yes (*Amaral, Basgal, Carson, Godfrey, Koppenhaver, Levy, Rogers, Wood*), 0 no, and 0 abstentions.**

**Chief Executive Officer's Report**

Mr. Nelsen presented his January 17, 2019 written Chief Executive Officer's Report, which provided an update on the following items: **1)** Senior Manager Recruitment; **2)** Committee/Board Action Items; **3)** Conference Schedule; and **4)** Other Items.

Mr. Nelsen reported that the following full-time, permanent positions were filled: **1)** Internal Project Manager for management of the PAS Project; and **2)** Six Retirement Lead Worker positions (five promoted internally). Mr. Nelsen further reported that he expects the five recently revised vacant Retirement Technician positions, which are currently occupied by temporary and/or provisionally appointed Staff, to be filled by March 2019. Assistant Chief Executive Officer Kathy Foster stated that the temporary and provisionally appointed Staff that are currently occupying the eight vacancies, which include the six positions that were left vacant due to the five internal promotions, will be required to take the written exam if they wish to become full-time, permanent Staff.

**CONFERENCE REPORTS**

None.

**ANNOUNCEMENTS**

None.

**BOARD INPUT**

None.

**ADJOURNMENT**

The meeting adjourned at approximately 2:27 p.m.

Respectfully Submitted,



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David Nelsen  
Chief Executive Officer

2/21/19

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Date Adopted

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**APPENDIX A**  
**APPLICATION FOR SERVICE RETIREMENT**

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BIRKS, Bobby D.  
Effective: 11/3/2018  
General Services Agency

LEONES, Ramon  
Effective: 11/3/2018  
Alameda Health System

DE LEMOS, Anne  
Effective: 11/3/2018  
Superior Court

LIN, Roxanne Y.  
Effective: 10/4/2018  
Superior Court

DEVINE, Katherine A.  
Effective: 11/1/2018  
Health Care Services Agency

OPERIO, Ruben A.  
Effective: 11/3/2018  
Social Services Agency

DOYLE, Brigid M.  
Effective: 9/4/2018  
Alameda Health System

QUESADA, James J.  
Effective: 10/30/2018  
Public Works Agency

DUNMORE, Jerryann M.  
Effective: 7/29/2017  
Alameda Health System

ROSS, Karen P.  
Effective: 10/19/2018  
Alameda Health System

FENG, Li-Shan  
Effective: 11/3/2018  
Superior Court

SPIKER, Sandra  
Effective: 10/12/2018  
Alameda Health System

FERGUSON, Jeff J.  
Effective: 11/3/2018  
District Attorney

STOVER, Juslyn L.  
Effective: 11/1/2017  
Alameda Health System

FONG, Marjorie T.  
Effective: 10/28/2017  
Superior Court

HAYNES, Uveli  
Effective: 10/26/2018  
Probation

HOWELL, Anne O.  
Effective: 10/6/2018  
Social Services Agency

LACER, Ralph M.  
Effective: 11/3/2018  
Sheriff's Office



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**APPENDIX B  
APPLICATION FOR DEFERRED RETIREMENT**

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AQUITANIA, Jaime S.  
Superior Court  
Effective Date: 7/27/2018

HWANG, Christine Y.  
First 5  
Effective Date: 9/4/2018

BENJAMIN, Brandi R.  
Health Care Service Agency  
Effective Date: 9/14/2018

JACKSON, Alexander E.  
Health Care Service Agency  
Effective Date: 10/5/2018

BRAINERD, Inta P.  
Public Works Agency  
Effective Date: 10/12/2018

JOHNSON, Brian K.  
Public Works Agency  
Effective Date: 8/2/2018

BUENO, Nadia  
District Attorney  
Effective Date: 8/10/2018

JOHNSON, Stephanie D.  
Alameda Health System  
Effective Date: 6/18/2018

ECLIPSE, Victoria O.  
Alameda Health System  
Effective Date: 8/8/2018

JONES, Tanisha V.  
Superior Court  
Effective Date: 8/3/2018

GREGG, Elizabeth S.  
Alameda Health System  
Effective Date: 8/24/2018

KESSLER, Keith D.  
Superior Court  
Effective Date: 7/27/2018

GUICHARD, Michelle C.  
Sheriff's Office  
Effective Date: 10/26/2018

LAM, Thao N.  
Social Services Agency  
Effective Date: 7/31/2018

GUNERATNE, Kathleen  
Public Defender  
Effective Date: 9/4/2018

LEW, Jerry  
Human Resource Services  
Effective Date: 11/2/2018

GUO, Xiao Q.  
Social Services Agency  
Effective Date: 10/5/2018

MACINTIRE, Ilene R.  
Public Works Agency  
Effective Date: 11/30/2018

HALLOWELL, Jessica  
Alameda Health System  
Effective Date: 9/28/2018

MOSKOWITZ, David M.  
Alameda Health System  
Effective Date: 7/13/2018

HAYNES, Michael  
Alameda Health System  
Effective Date: 10/30/2018

OPERIO, Mayra A.  
Children Support Services  
Effective Date: 10/8/2018

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**APPENDIX B  
APPLICATION FOR DEFERRED RETIREMENT**

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ORTIZ-TURCIOS, Oscar A.  
Assessor  
Effective Date: 8/24/2018

ROUCHE, Lynde A  
Alameda Health System  
Effective Date: 9/28/2018

PALAIMA, Kevin A.  
Information Technology  
Effective Date: 11/16/2018

SILVA, Arthur J.  
Information Technology  
Effective Date: 8/27/2018

ROBERTSON, Linda J.  
General Services Agency  
Effective Date: 10/31/2018

VAN WETTER, Kevin G  
General Services Agency  
Effective Date: 8/23/2018

RODRIGUEZ, Blanca  
Superior Court  
Effective Date: 8/31/2018

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**APPENDIX B-1  
APPLICATION FOR NON-VESTED DEFERRED**

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AMBION, Germe Anthony R.  
Alameda Health System  
Effective Date: 10/24/2018

BAUTISTA, Clarissa Anne O.  
Library  
Effective Date: 9/7/2018

AMEZQUITA, Thomas M.  
Information Technology  
Effective Date: 7/31/2018

BLACKBURN, Chameka C. C  
Social Services Agency  
Effective Date: 7/11/2018

AMOLI, Rajkumar  
Information Technology  
Effective Date: 9/26/2018

BOWENS, Stephanie  
Social Services Agency  
Effective Date: 10/17/2018

ANDERSON, Halimah P.  
Health Care Services Agency  
Effective Date: 10/19/2018

BRESLIN, Ryan A.  
ACERA  
Effective Date: 11/30/2018

AVILA, Joseph M.  
Sheriff's Office  
Effective Date: 10/18/2018

BROOKENS, Elana  
Superior Court  
Effective Date: 11/9/2018

AZEVEDO, Kaitlyn  
Superior Court  
Effective Date: 11/16/2018

BRYSON, Sisi K.  
Social Services Agency  
Effective Date: 8/27/2018

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**APPENDIX B-1  
APPLICATION FOR NON-VESTED DEFERRED**

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GACULA, Joseph  
Superior Court  
Effective Date: 11/16/2018

HEGLER, Terrell P.  
Board of Supervisors  
Effective Date: 9/28/2018

GARCIA, Ralph J.  
Alameda Health System  
Effective Date: 10/24/2018

HEISHAN, Ashraf K.  
General Services Agency  
Effective Date: 9/8/2018

GHAUSSY, Olivia S.  
Alameda Health System  
Effective Date: 7/22/2018

HICKEY, Brian T.  
General Services Agency  
Effective Date: 7/27/2018

GONZALEZ, Xavier S.  
Social Services Agency  
Effective Date: 7/11/2018

IZQUIERDO, Anibal H.  
Community Development Agency  
Effective Date: 10/5/2018

GOSWAMI, Bulbul B.  
Community Development Agency  
Effective Date: 8/6/2018

JAIN, Maighna  
Superior Court  
Effective Date: 10/26/2018

GREENBERG, Blair  
Superior Court  
Effective Date: 11/16/2018

JIMENEZ RUIZ, Jessica J.  
Sheriff's Office  
Effective Date: 9/11/2018

GRIFFIN, Racheal A.  
Sheriff's Office  
Effective Date: 11/9/2018

JORDAN, Tasha B.  
Social Services Agency  
Effective Date: 9/7/2018

GUO, Lei  
Alameda Health System  
Effective Date: 10/1/2018

KRUTHOFF, Tina J.  
Health Care Services Agency  
Effective Date: 11/2/2018

GUREVICH, Alexander  
Alameda Health System  
Effective Date: 9/12/2018

LACZKO, Brian D.  
General Services Agency  
Effective Date: 9/21/2018

GURUSAMY, Saravanan V.  
Information Technology  
Effective Date: 11/13/2018

LEHOCKY, Kaitlin M.  
District Attorney  
Effective Date: 11/2/2018

HAMBURG, Brandon M.  
District Attorney  
Effective Date: 9/7/2018

MASOOD, Suleman I.  
District Attorney  
Effective Date: 11/30/2018

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**APPENDIX B-1**  
**APPLICATION FOR NON-VESTED DEFERRED**

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MCDADE, Theresa H.  
Social Services Agency  
Effective Date: 10/30/2018

PARKER, Avisus L.  
Alameda Health System  
Effective Date: 8/24/2018

MCGUIRE, Michael F.  
Health Care Services Agency  
Effective Date: 10/12/2018

PATTERSON, Jonathan R.  
Health Care Services Agency  
Effective Date: 11/2/2018

MCLAUGHLIN, Erin M.  
Health Care Services Agency  
Effective Date: 09/28/2018

PERALTA, Josue A.  
Child Support Services  
Effective Date: 9/7/2018

MELGAR, Ivonne J.  
Social Services Agency  
Effective Date: 8/24/2018

PERALTA, Sherry L.  
Social Services Agency  
Effective Date: 10/19/2018

MENDOZA, Alejandro O.  
Alameda Health System  
Effective Date: 11/3/2018

PUGH, Jasmine M.  
District Attorney  
Effective Date: 9/21/2018

MICHEL-VALADEZ, Agustin S.  
General Services Agency  
Effective Date: 11/23/2018

RAVARE-EVANS, Natasha E.  
Alameda Health System  
Effective Date: 7/6/2018

MOFFITT, Sarah K.  
Sheriff's Office  
Effective Date: 7/6/2018

REED, Nakpangi  
Alameda Health System  
Effective Date: 11/13/2018

MOORE, Chantal J.  
Social Services Agency  
Effective Date: 8/7/2018

ROMERO, Onieda D.  
Health Care Services Agency  
Effective Date: 11/12/2018

OLIVER, Jesus R.  
Sheriff's Office  
Effective Date: 10/20/2018

ROWDEN, Damon D.  
Alameda Health System  
Effective Date: 8/2/2018

OTO, Emma L. RUBIO, Lea B.  
Auditor-Controller  
Effective Date: 9/24/2018

RUBIO, Lea B.  
Alameda Health System  
Effective Date: 8/10/2018

PARANGUEO DOMINGUEZ, Jennifer  
Child Support Services  
Effective Date: 11/2/2018

TRAN, Nancy T.  
Probation  
Effective Date: 10/26/2018

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**APPENDIX D  
LIST OF DECEASED MEMBERS**

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ATTAWAY, Mary  
11/27/2018  
Social Services Agency

SEAGREN, Dorothy  
9/20/2018  
Social Services Agency

DODDS, Betty  
7/3/2018  
Non-Mbr Survivor of Rudy Dodds

SEIDERS, Evalyn  
11/1/2018  
Social Services Agency

LEVIN, Aaron  
8/3/2018  
Social Services Agency

STEWART, Armanda  
7/30/2018  
Alameda Health System

MAGER, Jr., Herbert  
10/16/2018  
Non-Mbr Survivor of Bonnie Mager

THOMPSON, Jr., Sims  
10/17/2018  
General Services Agency

O'DONNELL, Elizabeth  
11/16/2018  
Superior Court

VAUGHNS Sadie  
11/4/2018  
Superior Court

REILLY, Rosemary  
9/17/2018  
Social Services Agency

WEITZMAN, Joel  
1/4/2018  
HCSA Behavioral Care

ROSA, Louis  
11/13/2018  
Probation

WILLIAMS, Jameela  
9/6/2018  
Non-Mbr Survivor of Ronald Williams

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**APPENDIX F**  
**APPLICATION FOR DISABILITY RETIREMENT**

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**Name:** Barga, Jasmine  
**Type of Claim:** Non-Service Connected

**Staff's Recommendation:**

Adopt the findings and conclusions and approve and adopt the recommendation contained in the Medical Advisor's report, including but not limited to, granting Ms. Barga's application for a non-service connected disability and waiving future annual medical examinations and questionnaires.

Based on the Medical Advisor's and Staff's review and determination of Ms. Barga's ability to determine the permanency of her incapacity, to grant Ms. Barga's request for an earlier effective date.

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**Name:** Clemons, Kevin  
**Type of Claim:** Service Connected

**Staff's Recommendation:**

Adopt the findings and conclusions and approve and adopt the recommendation contained in the Medical Advisor's report, including but not limited to, granting Mr. Clemons' application for a service connected disability and waiving future annual medical examinations and questionnaires at this time.

Based on the Medical Advisor's and Staff's review and determination of Mr. Clemons' ability to determine the permanency of his incapacity, to grant Mr. Clemons' request for an earlier effective date.

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**Name:** Cummings, Barbara  
**Type of Claim:** Service Connected

**Staff's Recommendation:**

Adopt the findings and conclusions and approve and adopt the recommendation contained in the Medical Advisor's report, including but not limited to, granting Ms. Cummings' application for a service connected disability. Since Ms. Cummings' is over 55 years old, future annual medical examinations and questionnaires will not be required.

Based on the Medical Advisor's and Staff's review and determination of Ms. Cummings' ability to determine the permanency of her incapacity, to grant Ms. Cummings' request for an earlier effective date.

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**APPENDIX F**  
**APPLICATION FOR DISABILITY RETIREMENT**

---

**Name:** Harper, Rashida  
**Type of Claim:** Service Connected

Staff's Recommendation:

Adopt the findings and conclusions and approve and adopt the recommendation contained in the Medical Advisor's report, including but not limited to, granting Ms. Harper's application for a service connected disability and requiring future annual medical examinations and questionnaires.

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**Name:** Hill, Latosha  
**Type of Claim:** Non-Service Connected

Staff's Recommendation:

Adopt the findings and conclusions and approve and adopt the recommendation contained in the Medical Advisor's report, including but not limited to, granting Ms. Hill's application for a non-service connected disability and waiving future annual medical examinations and questionnaires at this time.

Based on the Medical Advisor's and Staff's review and determination of Ms. Hill's ability to determine the permanency of her incapacity, to grant Ms. Hill's request for an earlier effective date.

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**Name:** Kniffin, John  
**Type of Claim:** Service Connected

Staff's Recommendation:

Adopt the findings and conclusions and approve and adopt the recommendation contained in the Medical Advisor's report, including but not limited to, granting Mr. Kniffin's application for a service connected disability and requiring future annual medical examinations and questionnaires.

Based on the Medical Advisor's and Staff's review and determination of Mr. Kniffin's ability to determine the permanency of his incapacity, to grant Mr. Kniffin's request for an earlier effective date.

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**APPENDIX F**  
**APPLICATION FOR DISABILITY RETIREMENT**

---

**Name:** Miller, Barbara  
**Type of Claim:** Non-Service Connected

Staff's Recommendation:

Adopt the findings and conclusions and approve and adopt the recommendation contained in the Medical Advisor's report, including but not limited to, granting Ms. Miller's application for a non-service connected disability. Since Ms. Miller is over 55 years old, future annual medical examinations and questionnaires will not be required.

Based on the Medical Advisor's and Staff's review and determination of Ms. Miller's ability to determine the permanency of her incapacity, to grant Ms. Miller's request for an earlier effective date.

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**Name:** Pope, Tania  
**Type of Claim:** Service Connected

Staff's Recommendation:

Adopt the findings and conclusions and approve and adopt the recommendation contained in the Medical Advisor's report, including but not limited to, granting Ms. Pope's application for a service connected disability and requiring future annual medical examinations and questionnaires.

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**Name:** Skidgel, Matthew  
**Type of Claim:** Service Connected

Staff's Recommendation:

Adopt the findings and conclusions and approve and adopt the recommendation contained in the Medical Advisor's report, including but not limited to, granting Mr. Skidgel's application for a service connected disability and requiring future annual medical examinations and questionnaires.

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**February 6, 2019 Operations  
Committee Minutes  
For approval under February 21, 2019  
Board “Consent Calendar”**



Date: February 6, 2019  
To: Members of the Operations Committee  
From: Ophelia Basgal, Chair  
Subject: Summary of the February 6, 2019, Operations Committee Meeting

Operations Committee Chair Ophelia Basgal called the February 6, 2019, Operations Committee Meeting to order at 9:34 a.m. Committee members present were Ophelia Basgal, Chair; Dale Amaral, Vice-Chair; Tarrell Gamble; Jaime Godfrey; and Henry Levy. Other Board members present were Keith Carson, Elizabeth Rogers, and, George Wood. Staff present were David Nelsen, Chief Executive Officer; Margo Allen, Fiscal Services Officer; Kathy Mount, Chief Counsel; Harsh Jadhav, Chief of Internal Audit; Sandra Dueñas-Cuevas, Benefits Manager; Jessica Huffman, Benefits Manager; Betty Tse, Chief Investment Officer.

### **ACTION ITEMS**

#### **1. Adoption of New Pay Item – Pay Code 42J for County**

Staff presented a proposal to the Operations Committee to recommend to the Board of Retirement that the Board adopt Pay Code 42J for Alameda County.

It was moved by Jaime Godfrey and seconded by Dale Amaral, that the Operations Committee recommend to the Board of Retirement that the Board designate Pay Item 42J – Lead Resp. – Child Suppt Atty (Lead Responsibilities – Child Support Attorney) as compensation earnable for Tier 1, 2, and 3 legacy members, based on Government Code Section 31461; however; not pensionable compensation for Tier 4 PEPRAs members, based on Government Code Section 7522.34.

The motion carried 5 yes (Amaral, Basgal, Gamble, Godfrey, Wood), 0 no, 0 abstention. It was noted that this type of action (approval of pay codes) will be on the Board consent calendar in the future and the Chair of the Board will call attention to the item before approval of the consent calendar.

### **INFORMATION ITEMS**

#### **1. Un-Audited Financial Statements as of December 31, 2018**

Staff presented the Unaudited Financial Statement for the period ending December 31, 2018. Staff stated the net position held in trust for pension benefits totaled \$7.59 billion. The fiduciary net position held in trust compared to the same period in 2017 decreased by \$520 million. The year-over-year change in net position decreased about \$520 million.

#### **2. Operating Expenses as of December 31, 2018**

Staff presented the year-to-date Budget vs. Actual Operating Expense Report. As of December 31, 2018, actual expenses were \$242 under budget. Budget overages noted were Staffing (\$275K over

budget) with 13 unfilled positions and Uncollectable Benefits Payments (\$29K over budget). Budget surpluses noted were Staff Development (\$211K under budget), Professional Fees (\$39K under budget), Office Expense (\$18K under budget), Insurance (\$7K under budget), Member Services (\$69K under budget), Systems (\$54K under budget), Depreciation (\$6K under budget), and Board of Retirement (\$142K under budget).

**3. Actual Cash and Forecast Report as of December 31, 2018**

Staff presented the Actual Negative Cash Position for 2018. For the year ending December 31, 2018, with the exception of the months having three-pay-periods, the average monthly negative cash position for the period is -\$16,633,080.

**4. Board Member Conference Expense Report as of December 31, 2018**

Staff presented the Board Member Conference and Training Report for the period January 1, 2018 to December 31, 2018. Reported expenses for the period were \$129,611. Staff was reminded that the Committee requested that report include a categorized summary of expenses by individual Board members as is done for senior managers.

**5. Senior Manager Conference Expense Report as of December 31, 2018**

Staff presented the Senior Manager Conference and Training Expense Report for the period January 1, 2018 to December 31, 2018. Reported expenses for the period were \$77,668.

**6. Proposed 2019 Operations Committee Work Plan**

Staff presented the draft work plan for 2019 Operations Committee

**7. Call Center Report**

Staff reported on the call center service levels for the 4<sup>th</sup> quarter of 2018.

**8. Quarterly Report on Member Underpayments and Overpayments**

Staff reported on underpayments and overpayments of member contributions and benefits for the 4<sup>th</sup> quarter of 2018.

**TRUSTEE/PUBLIC INPUT**

None

**RECOMMENDATIONS**

The Committee recommends, and I move, that the Board of Retirement designate Pay Item 42J – Lead Resp. – Child Suppt Atty (Lead Responsibilities – Child Support Attorney) as compensation earnable for Tier 1, 2, and 3 legacy members, based on Government Code Section 31461; however; not pensionable compensation for Tier 4 PEPRA members, based on Government Code Section 7522.34.

Operations Committee Meeting Summary  
February 6, 2019  
Page 3 of 3

**ESTABLISHMENT OF NEXT MEETING DATE**

The next meeting is scheduled for April 3, 2019, at 9:30 a.m.

**MEETING ADJOURNED**

The meeting adjourned at 10:13 a.m.

**February 6, 2019 Retirees  
Committee Minutes  
For approval under February 21, 2019  
Board “Consent Calendar”**



February 6, 2019

To: Members of the Retirees Committee

From: Dale Amaral, Vice Chair

**Subject: Summary of the February 6, 2019 Retirees Committee Meeting**

Committee Vice Chair Dale Amaral called the February 6, 2019 meeting to order at 10:28 a.m. Committee members present were Dale Amaral, Keith Carson, Jamie Godfrey and Elizabeth Rogers. Also present were Ophelia Basgal, Tarrell Gamble, Henry Levy, George Wood and alternate member Nancy Reilly. Staff present were David Nelsen, Chief Executive Officer; Kathy Foster, Assistant Chief Executive Officer; Margo Allen, Fiscal Services Officer; Kathy Mount, Chief Counsel; Betty Tse, Chief Investment Officer; Sandra Dueñas-Cuevas, Benefits Manager; and Jessica Huffman, Benefits Manager.

### **ACTION ITEMS**

#### **1. Annual Supplemental Cost of Living Adjustment**

Staff provided information regarding the Supplemental Cost of Living Adjustment (COLA) benefit. The Supplemental COLA is provided to retirees who have an accumulated loss of purchasing power of 15% due to inflation. For 2018, there were approximately 458 retirees/payees receiving this benefit at a cost of \$1,133,655.92. Based on the accumulated loss of purchasing power as of December 31, 2018, those Tier 1 members who retired on or before April 1, 1981, and those Tier 2 members who retired on or before April 1, 1999, will receive the Supplemental COLA increase effective with their April 1, 2019 monthly allowance.

It was moved by Elizabeth Rogers and seconded by George Wood that the Retirees Committee recommend to the Board of Retirement that it adopts the Supplemental Cost of Living Adjustment increase for Tier 1 members who retired on or before April 1, 1981, and Tier 2 members who retired on or before April 1, 1999, effective with the April 1, 2019 monthly retirement allowance.

The motion carried 9 yes (*Amaral, Basgal, Carson, Gamble, Godfrey, Levy, Reilly, Rogers, Wood*), 0 no, 0 abstentions.

## **INFORMATION ITEMS**

### **1. Annual Cost of Living Adjustment for 2019**

Staff reported that based on information provided by Segal Consulting, ACERA's actuaries, the Cost of Living Adjustment effective April 1, 2019 results in the maximum increase of 3.00% for all Tier 1 and Tier 3 retirees/payees, and all Tier 2 and Tier 4 retirees/payees will receive 2.0%. The Consumer Price Index (CPI) calculation resulted in a change of 4.50%. According to Government Code Sections 31870 and 31870.1, the percentage change should be rounded to the nearest one-half percent, which is 4.50%. The difference between the 4.50% and the maximum COLA adjustment allowed for each Tier group will be banked.

### **2. 2019 Annual Retirees Committee Work Plan Review**

Staff provided a proposed 2019 Retirees Committee Work Plan highlighting three changes from last year's work plan: 1) scheduling the Annual Retirees Health Care Planning Meeting for April rather than March; 2) removing the semi-annual report on Via Benefits Health Reimbursement Arrangement Balances from August, resulting in one annual year-end report in May; and 3) scheduling the first Wellness presentation in April. At the April Committee meeting, Staff will provide a revised proposed work plan reflecting the meeting dates after coordinating meeting schedules with the Operations Committee Chair and Staff liaison. Trustees directed Staff to provide additional information related to the County of Alameda's calculation of the Implicit Subsidy cost considering the amount of the health care premiums paid by active employees.

### **3. Annual Health Care Planning Meeting with Retiree Representatives/Date Announcement**

Staff presented information regarding the purpose and plans for ACERA's annual health care planning meeting with Trustees, retiree representatives, Benefits Consultants, and the County of Alameda, which is scheduled for April 3, 2019.

### **4. Report on 1099-R Processing**

Staff reported that the 2018 1099-R forms were mailed to retirees the week of January 21<sup>st</sup>, prior to the IRS deadline of January 31<sup>st</sup>.

### **5. Report on Results of the Retiree Health and Wellness Fair and Open Enrollment Activity**

Staff provided survey results, which included questions about the Retiree Health Fair, ACERA's Wellness Plan, and customer service. In addition, information on the Plan Year 2019 Open Enrollment activity for ACERA and Via Benefits was provided.

## **6. Miscellaneous Updates**

Staff introduced ACERA's new benefits consultant, Stephen Murphy, Vice President, with Segal Consulting. Trustees directed Staff to work with Segal Consulting: 1) to keep Trustees updated timely on the most current information related to health care discussions in the Congress, proposed changes and legislation; and 2) regarding considerations for active member wellness in an effort to prevent higher retiree costs associated with health.

## **RECOMMENDATIONS**

### **1. Annual Supplemental Cost of Living Adjustment**

The Committee recommends, and I move that the Board of Retirement adopts the Supplemental Cost of Living Adjustment increase for Tier I members who retired on or before April 1, 1981, and Tier 2 members who retired on or before April 1, 1999, effective with the April 1, 2019 monthly retirement allowance. This annual supplemental benefit is non-vested and is funded by the Supplemental Retiree Benefit Reserve.

## **TRUSTEE REMARKS**

In response to Trustee Gamble's inquiry, Staff stated that discussions regarding the next ACERA Wellness Walk are under way, and is tentatively scheduled for some time in late spring.

## **PUBLIC INPUT**

None.

## **ESTABLISHMENT OF NEXT MEETING DATE**

The next meeting is scheduled for April 3, 2019 at 10:30 a.m.

## **MEETING ADJOURNED**

The meeting adjourned at 10:57 a.m.



**February 13, 2019 Investment  
Committee Minutes  
For approval under February 21, 2019  
Board “Consent Calendar”**



Date: February 21, 2019

To: Members of the Board of Retirement

From: Angela Bradford

A handwritten signature in blue ink, appearing to read "Angela Bradford", is written over the printed name.

Subject: January Committee Minutes

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Due to the unusual scheduling of Committee meetings this month, the following Committee minutes will be sent under separate cover for this month's Board meeting.

- Investment Committee (2/13/19)

Thank you.

**Minutes for the February 21, 2019  
Actuarial Committee  
Will be included on the March 21, 2019,  
Board “Consent Calendar” for approval**

**Minutes for the February 21, 2019  
Audit Committee  
Will be included on the March 21, 2019,  
Board “Consent Calendar” for approval**

## **NEW BUSINESS**

### **7.A. Chief Executive Officer's Report.**



*Office of the Chief Executive Officer  
Office of Administration*

DATE: February 21, 2019  
 TO: Members of the Board of Retirement  
 FROM: Dave Nelsen, Chief Executive Officer *DN*  
 SUBJECT: **Chief Executive Officer's Report**

**Senior Manager Recruitment**

No vacancies needing recruitment.

**Committee/Board Action Items**

ASSIGNED FOLLOW-UP ITEMS				
Follow-Up Board Item	Assigned Senior Leader	Estimated Completion Date	Completion Date	Notes
Develop a policy regarding pre-payment of contributions by employers.	Dave Nelsen	April 2019		A new law passed in 2017 expanded the circumstances regarding employers pre-paying retirement contributions. ACERA needs to develop a policy regarding this option.
Revise Format of the Statement of Reserves Report	Margo Allen	With the next Semi-annual report		Revise the format of the report to increase readability, particularly for those accessing the report electronically.
Expand the Use of the Consent Calendar	Kathy Mount	December January	Completed	Discuss some items that could be included on the Consent Calendar rather than individual Board action items.
Discuss Modifying the Delegated Investment Authority to Staff	Betty Tse	To be determined by new ICM Chair		By modifying the delegated investment authority, it may free up more time for other discussions or education at the Investment Committee meetings.

### Conference Schedule

I will be at the CALAPRS General Assembly from Sun, Mar 3 thru Tue, Mar 5, 2019.

### Other

#### *Pension Administration System (PAS) Replacement:*

We have hired an Internal Project Manager to oversee the PAS Replacement Project. Dana Jordan will be starting with us on February 26<sup>th</sup>, and brings a strong background in implementing significant technology projects in the private sector. She will be coordinating internal resources, external project oversight, LRS activities, and other related tasks during the course of this project.

Current activities include the streamlining of large and frequent benefits processes, starting with service purchases, and the development of the business and technical requirements for the new system. These requirements will be submitted to LRS as developed for analysis, and will become the foundation for contract negotiation and design/development of the new system.

#### *Process Excellence Activities:*

- The second project is completing work developing employee personal development plan templates and processes. This is being implemented through April. Upon completion, we will have developed a new performance evaluation tool, designed a performance development plan template for implementation with each employee, and developed a professional development plan template for those employees trained in their current role and are interested in further career development.
- Senior Leaders continue their work on two initiatives: **1)** developing agency-wide operational effectiveness measures, and **2)** developing a process to identify, prioritize and balance resources for the many projects of the Association. High level measures being implemented include:
  - Adherence to budget
  - Team engagement survey scores-the results of the survey were shared with all employees and individual work teams have chosen activities to improve an area listed on the survey.
  - Customer satisfaction survey scores-A survey has been developed and was provided at the Health Fair, as well as given to new retirees.
  - Meeting investment benchmark performance on a rolling 10-year basis.

Updated project tracking tools and regular status reporting processes are being implemented this month.