

ORANGE COUNTY EMPLOYEES RETIREMENT SYSTEM  
BOARD OF RETIREMENT  
2223 E. WELLINGTON AVENUE, SUITE 100  
SANTA ANA, CALIFORNIA

REGULAR MEETING  
Monday, December 17, 2018  
11:00 A.M. OR UPON ADJOURNMENT OF THE INVESTMENT MEETING, WHICHEVER IS LATER

AGENDA

The Orange County Board of Retirement welcomes you to this meeting. This agenda contains a brief general description of each item to be considered. The Board of Retirement may take action on any item included in the following agenda; however, except as otherwise provided by law, no action shall be taken on any item not appearing on the agenda. The Board of Retirement may consider matters included on the agenda in any order, and not necessarily in the order listed.

PUBLIC COMMENTS

At this time, members of the public may comment on (1) matters not included on the agenda, provided that the matter is within the subject matter jurisdiction of the Board; and (2) any matter appearing on the Consent Agenda.

When addressing the Board, please state your name for the record prior to providing your comments. Speakers will be limited to three (3) minutes.

*In addition, public comment on matters listed on this agenda will be taken at the time the item is addressed. Persons wishing to address items on the agenda should provide written notice to the Secretary of the Board prior to the Board's discussion on the item by signing in on the Public Comment Sign-In Sheet located at the back of the room.*

CONSENT AGENDA

All matters on the Consent Agenda are to be approved by one action unless a Board Member requests separate action on a specific item.

BENEFITS

C-1 OPTION 4 RETIREMENT ELECTION

**Recommendation:** Grant election of retirement benefit payment, Option 4, based on Segal Consulting's actuarial report.

(1) None

ADMINISTRATION

**C-2 BOARD MEETING MINUTES**

Regular Board Meeting Minutes

November 19, 2018

**Recommendation:** Approve minutes.

**ACTION ITEMS**

**NOTE:** Public comment on matters listed in this agenda will be taken at the time the item is addressed, prior to the Board’s discussion of the item. Persons wishing to address items on the agenda should provide written notice to the Secretary of the Board prior to the Board’s discussion on the item by signing in on the Public Comment Sign-In Sheet located at the back of the room.

**A-1 INDIVIDUAL ACTION ON ANY ITEM TRAILED FROM THE CONSENT AGENDA**

**A-2 ELECTION OF BOARD VICE-CHAIR**

*Presentation by Steve Delaney, Chief Executive Officer, OCERS*

**Recommendation:** Elect a new OCERS Board Vice-Chair for calendar year 2019.

**A-3 2019 OCERS BOARD MEETING CALENDAR**

*Presentation by Steve Delaney, Chief Executive Officer*

**Recommendation:** Approve the 2019 OCERS Board Meeting Calendar as well 2019 Calendar for the Investment Committee.

**INFORMATION ITEMS**

**I-1 MEMBER MATERIALS DISTRIBUTED**

Written Report

Application Notices  
Death Notices

December 17, 2018  
December 17, 2018

**I-2 COMMITTEE MEETING MINUTES**

- None

**I-3 CEO FUTURE AGENDAS AND 2019 OCERS BOARD WORK PLAN**

Written Report

**I-4 QUIET PERIOD – NON-INVESTMENT CONTRACTS**

Written Report

**I-5 OCERS TRUSTEE EDUCATION SUMMARY REPORT**

Written Report

**I-6 GENERAL MEMBER ELECTION OUTCOME**

Written Report

**I-7 BOARD COMMUNICATIONS**

Written Report

**I-8 RETIRED EMPLOYEES ASSOCIATION OF ORANGE COUNTY – ISSUES UPDATE**

*Presentation by Linda Robinson and Doug Storm, Co-Presidents, REAOC*

**\* \* \* \* \* END OF INFORMATION ITEMS AGENDA \* \* \* \* \***

**CLOSED SESSION**

**E-1 CONFERENCE REGARDING LITIGATION THAT HAS BEEN INITIATED**

**(Government Code section 54956.9(d)(1).)**

**Jeffrey Gross v. OCERS; County of Orange; et al., CA Superior Court, County of Orange (Case No. 30-2017-00944959)**

Adjourn to closed session pursuant to Government Code section 54956.9(d)(1).

Recommendation: Take appropriate action.

**DISABILITY/MEMBER BENEFITS AGENDA**

**11:00 A.M.**

**NOTE: WHEN CONSIDERING DISABILITY RETIREMENT APPLICATIONS OR MEMBER APPEALS OF BENEFIT OR DISABILITY RETIREMENT DETERMINATIONS, THE BOARD MAY ADJOURN TO CLOSED SESSION TO DISCUSS MATTERS RELATING TO THE MEMBER'S APPLICATION OR APPEAL, PURSUANT TO GOVERNMENT CODE SECTIONS 54957 OR 54956.9. IF THE MATTER IS A DISABILITY APPLICATION UNDER SECTION 54957, THE MEMBER MAY REQUEST THAT THE DISCUSSION BE IN PUBLIC.**

**OPEN SESSION**

**CONSENT AGENDA**

All matters on the Consent Agenda are to be approved by one action unless a Board member requires separate action on a specific item. If separate action is requested, the item will be discussed during agenda item DA-1.

**DC-1: Chris Anderson**

Sheriff Special Officer II, Orange County Sheriff's Department

Recommendation: The Disability Committee recommends that the Board grant non-service connected disability retirement with an effective date of October 13, 2017.

**DC-2: Betty Fenton**

Correctional Service Technician, Orange County Sheriff's Department

Recommendation: The Disability Committee recommends that the Board grant service connected disability retirement with an effective date of March 20, 2018

**DC-3: Gary Mueller**

Deputy Sheriff II, Orange County Sheriff's Department

Recommendation: The Disability Committee recommends that the Board grant service connected disability retirement with an effective date of March 30, 2018.

**DC-4: Andrew Ogren**

Fire Captain, Orange County Fire Authority

Recommendation: The Disability Committee recommends that the Board grant service connected disability retirement with an effective date of September 14, 2018.

**DC-5: James Stark**

Fire Apparatus Engineer, Orange County Fire Authority

Recommendation: The Disability Committee recommends that the Board grant service connected disability retirement with an effective date of the day after the last day of regular compensation.

**CLOSED SESSION**

**(Government Code sections 54957 and 54956.9)**

The Board will adjourn to Closed Session pursuant to Government Code sections 54957 or 54956.9 to discuss matters relating to member applications or appeals. The member may request that the discussion relating to his or her application or appeal take place in Open Session.

**ACTION ITEMS**

**DA-1: INDIVIDUAL ACTION ON ANY ITEM TRAILED FROM THE CONSENT AGENDA**

**DISABILITY/MEMBER BENEFITS AGENDA**

**DA-2: DISABILITY APPEAL - FAHIMEH NAZARI**

Library Clerk, Orange County Community Resources

Recommendation: Staff recommends the Board approve and adopt the findings and recommendations of the Hearing Officer as set forth in the Summary of Evidence, Findings of Fact, Conclusions of Law, and Recommendations dated October 27, 2018, and deny Applicant's application for service connected disability retirement.

**DA-3: DISABILITY APPEAL - MAX CHANCE, JR.**

Sergeant, Orange County Sheriff's Department

Recommendation: Staff recommends the Board dismiss the appeal by Max Chance Jr. of OCERS' denial of his application for service and non-service connected disability retirement pursuant to Section 3.E of OCERS Adjudication Policy and Administrative Hearing Rules.

**OPEN SESSION**

**REPORT OF ACTIONS TAKEN IN CLOSED SESSION**

**BOARD MEMBER COMMENTS**

**CHIEF EXECUTIVE OFFICER/STAFF COMMENTS**

**COUNSEL COMMENTS**

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**ADJOURNMENT: (IN MEMORY OF THE ACTIVE MEMBERS, RETIRED MEMBERS, AND SURVIVING SPOUSES WHO PASSED AWAY THIS PAST MONTH)**

*All supporting documentation is available for public review in the retirement office during regular business hours, 8:00 a.m. – 5:00 p.m., Monday through Thursday and 8:00 a.m. – 4:30 p.m. on Friday.*

It is OCERS' intention to comply with the Americans with Disabilities Act ("ADA") in all respects. If, as an attendee or participant at this meeting, you will need any special assistance beyond that normally provided, OCERS will attempt to accommodate your needs in a reasonable manner. Please contact OCERS via email at [adminsupport@ocers.org](mailto:adminsupport@ocers.org) or call 714-558-6200 as soon as possible prior to the meeting to tell us about your needs and to determine if accommodation is feasible. We would appreciate at least 48 hours' notice, if possible. Please also advise us if you plan to attend meetings on a regular basis.

C-2

ORANGE COUNTY EMPLOYEES RETIREMENT SYSTEM  
BOARD OF RETIREMENT  
2223 E. WELLINGTON AVENUE, SUITE 100  
SANTA ANA, CALIFORNIA

REGULAR MEETING  
Monday, November 19, 2018  
9:00 a.m.

MINUTES

Chair Prevatt called the meeting to order at 9:02 a.m.

Attendance was as follows:

Present: Chris Prevatt, Chair; Chuck Packard, Vice-Chair; David Ball; Roger Hilton; Shawn Dewane; Frank Eley; Russell Baldwin, Jeremy Vallone and Wayne Lindholm

Also Present: Steve Delaney, Chief Executive Officer; Suzanne Jenike, Assistant CEO, External Operations; Molly Murphy, Chief Investment Officer; Jenny Sadoski, Director of Information Technology; Gina Ratto, General Counsel; Anthony Beltran, Visual Technician; Cammy Torres, Recording Secretary.

Absent: Shari Freidenrich

*Wayne Lindholm led the Pledge of Allegiance.*

CONSENT AGENDA

All matters on the Consent Agenda are to be approved by one action unless a Board Member or a member of the public requests separate action on a specific item.

A **motion** was made by Mr. Packard **seconded** by Mr. Lindholm to approve the consent agenda.

Motion passed **unanimously**.

***Mr. Dewane arrived 9:06 a.m.***

<b>BENEFITS</b>
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**C-1 OPTION 4 RETIREMENT ELECTION**

**Recommendation:** Grant election of retirement benefit payment, Option 4, based on Segal Consulting's actuarial report.

(1) None

<b>ADMINISTRATION</b>
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**C-2 BOARD MEETING MINUTES**

Regular Board Meeting Minutes

October 15, 2018

**Recommendation:** Approve minutes.

**ACTION ITEMS**

**NOTE:** Public comment on matters listed in this agenda will be taken at the time the item is addressed, prior to the Board's discussion of the item. Persons wishing to address items on the agenda should provide written notice to the Secretary of the Board prior to the Board's discussion on the item by signing in on the Public Comment Sign-In Sheet located at the back of the room.

**A-1 INDIVIDUAL ACTION ON ANY ITEM TRAILED FROM THE CONSENT AGENDA**

**A-2 OCERS' ADMINISTRATIVE BUDGET FOR FISCAL YEAR 2019**

*Presentation by Tracy Bowman, Director of Finance and Steve Delaney, Chief Executive Officer*

**Recommendation:**

- 1. Adopt the Administrative Budget for Fiscal Year 2019 in the amount of \$26,432,830 which includes:**
  - a. Personnel costs in the amount of \$14,764,600
  - b. Services and supplies in the amount of \$11,298,230
  - c. Capital expenditures in the amount of \$370,000
- 2. Fiscal Year 2019 Staffing Plan**
  - a. Approve the 2019 Staffing Plan of 93 budgeted positions and 99 classifications, which includes two new positions, Training Manager and Investment Analyst, and the reduction of one Accountant/Auditor, for a net increase in headcount of one full-time equivalent (FTE), and three new classifications in the Legal, Finance and Disability departments (illustrated in Appendix C of the 2019 Administrative Budget)
  - b. Approve the salary ranges for the new OCERS' Direct positions, Training Manager and Disability Manager (\$61,669-\$120,432)
- 3. Approve Salary and Range Adjustments**
  - a. Performance/Salary Adjustments for OCERS' direct employees consisting of a rating scale that includes a base increase of 2.5% for those that meet expectations; a base of 2.5% plus a merit increase of 2.75% for exceeds expectations; and a base of 2.5% plus two merit increases totaling 5.50% (2.75% x 2) for exceptional performance
  - b. Adjust all existing OCERS' direct salary ranges by 2.5%



Mr. Delaney and Ms. Bowman presented the OCERS Administrative Budget for fiscal year 2019. They explained the recommendations “out of order” as they better built one upon the other to the final budget recommendation.

#### #2 Fiscal Year 2019 Staffing Plan

A **motion** was made by Mr. Lindholm **seconded** by Mr. Packard to approve the 2019 Staffing Plan of 93 budgeted positions and 99 classifications, which includes two new positions, Training Manager and Investment Analyst, and the reduction of funding one Accountant/Auditor (retaining the classification), for a net increase in headcount of one full-time equivalent (FTE), and three new classifications in the Legal, Finance and Disability departments (illustrated in Appendix C of the 2019 Administrative Budget), and the salary ranges for the new OCERS’ Direct positions, Training Manager and Disability Manager (\$61,669-\$120,432).

Motion passed **unanimously**.

Note: Mr. Ball was out during this vote.

#### #3 Approve Salary and Range Adjustments

Mr. Hilton asked for clarification in salary increases between OCERS Direct and County staff as he wants to make sure employees are paid fairly.

Ms. Bowman and Mr. Delaney explained the differences in OCERS Direct and County staff salary increases when it came to employees being at the highest step, or the top range of pay.

Mr. Ball arrived at 9:20am.

Ms. Hockless discussed the different retirement systems and their package incentives verses what OCERS offers their employees.

Mr. Hilton stated that he supports the proposed structure of step-like merit increase within the OCERS pay range. He is concerned about OCERS Direct employees at the top of their range then getting a lump sum beyond that range.

A **motion** was made by Mr. Packard **seconded** by Mr. Dewane to approve Salary and Range Adjustments: Performance/salary adjustments for OCERS’ direct employees consisting of a rating scale that includes a base increase of 2.5% for those that meet expectations; a base of 2.5% plus a merit increase of 2.75% for exceeds expectations; and a base of 2.5% plus two merit increases totaling 5.50% (2.75% x 2) for exceptional performance and adjust all existing OCERS’ direct salary ranges by 2.5%.

Motion passed **8-1** with Mr. Hilton voting “no”.

#### #1 Adopt the Administrative Budget for Fiscal Year 2019 in the amount of \$26,432,830.

A **motion** was made by Mr. Dewane **seconded** by Mr. Packard to adopt the Administrative Budget for Fiscal Year 2019 in the amount of \$26,432,830 which includes:

- a. Personnel costs in the amount of \$14,764,600
- b. Services and supplies in the amount of \$11,298,230

c. Capital expenditures in the amount of \$370,000

Motion passed unanimously.

**A-3 GOVERNANCE COMMITTEE OUTCOMES FROM OCTOBER 11, 2018 MEETING – REVISIONS TO BOARD OF RETIREMENT CHARTER AND RESCISSION OF THE ACCEPTANCE AND REPORTING OF GIFTS POLICY**

*Presentation by Gina Ratto, General Counsel, OCERS*

**Recommendation:** The Governance Committee recommends that the Board:

- (1) Revise the Board of Retirement Charter to add key provisions of the Acceptance and Reporting of Gifts Policy; and
- (2) Rescind the Acceptance and Reporting of Gifts Policy.

Ms. Ratto presented the Governance Committee outcomes from October 11, 2018 meeting.

A **motion** was made by Mr. Ball **seconded** by Mr. Packard to revise the Board of Retirement Charter to add key provisions of the Acceptance and Reporting of Gifts Policy; and Rescind the Acceptance and Reporting of Gifts Policy.

Motion passed unanimously.

**A-4 GOVERNANCE COMMITTEE OUTCOMES FROM OCTOBER 11, 2018 MEETING – WRITE OFF POLICY**

*Presentation by Suzanne Jenike, Assistant CEO External Operations, OCERS*

**Recommendation:** The Governance Committee recommends that the Board adopt the new Write Off Policy as presented.

Ms. Jenike reviewed the key provisions of the new Write-Off Policy.

A **motion** was made by Mr. Ball **seconded** by Mr. Packard to adopt the new Write Off Policy as presented.

Motion passed unanimously.

**A-5 ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT'S UAAL TRIENNIAL RECALCULATION**

*Presentation by Steve Delaney, Chief Executive Officer*

**Recommendation:** Approve the results of the Recalculation of Orange County Mosquito and Vector Control District's UAAL Obligation as of December 31, 2017 in the amount of \$818,977.

Mr. Delaney presented the Orange County Mosquito and Vector Control District's (OCMVCD) UAAL triennial recalculation, explaining that the contract with OCMVCD required the Board to approve the recalculation.

A **motion** was made by Mr. Eley **seconded** by Mr. Baldwin to approve the results of the Recalculation of Orange County Mosquito and Vector Control District’s UAAL Obligation as of December 31, 2017 in the amount of \$818,977.

Motion passed **unanimously**.

***The Board recessed for break at: 10:16 a.m.***

***The Board reconvened from break at: 10:32 a.m.***

***Board adjourned to closed session 10:33 a.m.***

***Board reconvened from closed session at 11:06 a.m.***

***Board adjourned to closed session 11:10 a.m.***

***Board reconvened from closed session at 11:57 a.m.***

**A-6 COMPENSATION OF THE CHIEF EXECUTIVE OFFICER**

**Recommendation:** Take appropriate action.

Chair Prevatt provided an overview of the CEO compensation.

For discussion purposes, Mr. Baldwin proposed a start of 2.5% base building and a 2.5% lump sum.

A **motion** was made by Mr. Baldwin **seconded** by Mr. Dewane to approve an increase in the CEO’s salary by 2.5% base building and a one-time cash payout.

**INFORMATION ITEMS**

**I-1 MEMBER MATERIALS DISTRIBUTED**

Written Report

Application Notices

November 19, 2018

Death Notices

November 19, 2018

**I-2 COMMITTEE MEETING MINUTES**

- None

**I-3 CEO FUTURE AGENDAS AND 2018 OCERS BOARD WORK PLAN**

Written Report

**I-4 QUIET PERIOD – NON-INVESTMENT CONTRACTS**

Written Report

**I-5 THIRD QUARTER 2018 BUDGET TO ACTUALS REPORT**

Written Report

**I-6 THIRD QUARTER UNAUDITED FINANCIAL STATEMENTS FOR THE NINE MONTHS ENDED  
SEPTEMBER 30, 2018**

Written Report

**I-7 GENERAL MEMBER ELECTION OUTCOME**

Written Report

**I-8 TRAVEL REPORT – IPMA-HUMAN RESOURCES PUBLIC PENSION ROUNDTABLE**

Written Report

**I-9 TRAVEL REPORT – CALIFORNIA RETIRED COUNTY EMPLOYEES ASSOCIATION (CRCEA)**

Written Report

**I-10 BOARD COMMUNICATIONS**

Written Report

**I-11 TRUSTEE EDUCATION**

**The New Norm: Cultural Changes in the #MeToo Era Workplace**

*Presented by Kelly A. Trainer, Esq., Partner, Burke, Williams & Sorensen LLP*

The Board moved into the Modjeska Training Room for training conducted by Kelly A. Trainer Esq., Partner, Burke, Williams & Sorensen LLP.

**\* \* \* \* \* END OF INFORMATION ITEMS AGENDA \* \* \* \* \***

**CLOSED SESSION**

**E-1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO GOVERNMENT CODE SECTION  
54957**

Position to be evaluated: Chief Executive Officer

**Recommendation:** Take appropriate action.

***Board adjourned to closed session 10:33 a.m.***

***Board reconvened from closed session at 11:06 a.m.***

***Board adjourned to closed session 11:10 a.m.***

***Board reconvened from closed session at 11:57 a.m.***

Chair Prevatt reported that the Board conducted the CEO evaluation in closed session.

**E-2 CONFERENCE REGARDING LITIGATION THAT HAS BEEN INITIATED  
(Government Code section 54956.9(d)(1).)**

**Jeffrey Gross v. OCERS; County of Orange; et al., CA Superior Court, County of Orange (Case No. 30-2017-00944959)**

Adjourn to closed session pursuant to Government Code section 54956.9(d)(1).

Recommendation: Take appropriate action.

***The Board adjourned for closed session at 2:04 p.m.***

***The Board reconvened from break at 2:21 p.m.***

No reportable action taken.

**DISABILITY/MEMBER BENEFITS AGENDA**

**11:00 A.M.**

**NOTE: WHEN CONSIDERING DISABILITY RETIREMENT APPLICATIONS OR MEMBER APPEALS OF BENEFIT OR DISABILITY RETIREMENT DETERMINATIONS, THE BOARD MAY ADJOURN TO CLOSED SESSION TO DISCUSS MATTERS RELATING TO THE MEMBER’S APPLICATION OR APPEAL, PURSUANT TO GOVERNMENT CODE SECTIONS 54957 OR 54956.9. IF THE MATTER IS A DISABILITY APPLICATION UNDER SECTION 54957, THE MEMBER MAY REQUEST THAT THE DISCUSSION BE IN PUBLIC.**

**OPEN SESSION**

**CONSENT AGENDA**

All matters on the Consent Agenda are to be approved by one action unless a Board member requires separate action on a specific item. If separate action is requested, the item will be discussed during agenda item DA-1.

A **motion** was made by Mr. Ball, **seconded** by Mr. Packard to approve the Disability Consent Agenda. The motion carried **8-0** with voting as follows:

**AYES**

Chair Prevatt  
Mr. Dewane  
Mr. Ball  
Mr. Baldwin  
Mr. Packard  
Mr. Eley  
Mr. Hilton  
Mr. Lindholm

**NAYS**

**ABSTAIN**

**ABSENT**

Ms. Freidenrich

**DC-1: Aaron Phelps**

Group Counselor I, Orange County Social Services Agency

**Recommendation:** The Disability Committee recommends that the Board deny service and non-service connected disability retirement without prejudice due to the member’s failure to cooperate.

**DC-2: Harsimran Dhaliwal**

Service Worker I, Orange County Transportation Authority

Recommendation: The Disability Committee recommends that the Board deny service connected disability retirement due to insufficient evidence of permanent incapacity.

**DC-3: Keith Wayne**

Coach Operator, Orange County Transportation Authority

Recommendation: The Disability Committee recommends that the Board deny service and non-service connected disability retirement without prejudice due to the member's failure to cooperate.

**DC-4: Andra T. Boyd**

Coach Operator, Orange County Transportation Authority

Recommendation: The Disability Committee recommends that the Board grant service connected disability retirement with an effective date of April 25, 2017.

**DC-5: Kenneth Caley**

Fire Apparatus Engineer, Orange County Fire Authority

Recommendation: The Disability Committee recommends that the Board grant service connected disability retirement with an effective date of March 30, 2018.

**DC-6: Carlos Contreras**

Deputy Sheriff I, Orange County Sheriff's Department

Recommendation: The Disability Committee recommends that the Board grant service connected disability retirement with an effective date of April 17, 2017.

**DC-7: Paul Guns**

Fire Captain, Orange County Fire Authority

Recommendation: The Disability Committee recommends that the Board grant service connected disability retirement with an effective date of September 1, 2016.

**DC-8: Gregory Hosburg**

Fire Captain, Orange County Fire Authority

Recommendation: The Disability Committee recommends that the Board grant service connected disability retirement with an effective date of May 26, 2017 the day the day following the last day of regular compensation as a Fire Captain.

Find the Applicant is capable of performing other duties in the service of the Orange County Fire Authority pursuant to Government Code Section 31725.65.

The Disability Committee recommends that the Board grant a supplemental disability retirement payment allowance in the amount of the salary difference between the higher and lower paying

positions effective May 26, 2017, the date of the position change until the day Mr. Hosburg wishes to retire from the new position.

**DC-9: George Miller**  
Deputy Sheriff II, Orange County Sheriff's Department

Recommendation: The Disability Committee recommends that the Board grant service connected disability retirement with an effective date of March 16, 2018.

**DC-10: James McAnally**  
Supervising Equipment Mechanic I, Orange County Public Works

Recommendation: The Disability Committee recommends that the Board grant service connected disability retirement with an effective date of May 13, 2016.

**DC-11: Imelda Narez**  
Eligibility Supervisor, Social Services Agency

Recommendation: The Disability Committee recommends that the Board grant service connected disability retirement with an effective date of February 8, 2018.

**DC-12: Walter Rios**  
Maintenance Worker, Orange County Sanitation District

Recommendation: The Disability Committee recommends that the Board grant service connected disability retirement with an effective date of May 11, 2016.

**DC-13: Jason Yates**  
Sheriff's Special Officer, Orange County Sheriff's Department

Recommendation: The Disability Committee recommends that the Board grant non-service connected disability retirement with an effective date of June 22, 2018.

**CLOSED SESSION**  
**(Government Code sections 54957 and 54956.9)**

The Board will adjourn to Closed Session pursuant to Government Code sections 54957 or 54956.9 to discuss matters relating to member applications or appeals. The member may request that the discussion relating to his or her application or appeal take place in Open Session.

**ACTION ITEMS**

**DA-1: INDIVIDUAL ACTION ON ANY ITEM TRAILED FROM THE CONSENT AGENDA**

**OPEN SESSION**

**REPORT OF ACTIONS TAKEN IN CLOSED SESSION**

**BOARD MEMBER COMMENTS**

The Board members commented on their issues with their new surface pros.

**CHIEF EXECUTIVE OFFICER/STAFF COMMENTS**

**COUNSEL COMMENTS**

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**ADJOURNMENT: (IN MEMORY OF THE ACTIVE MEMBERS, RETIRED MEMBERS, AND SURVIVING SPOUSES WHO PASSED AWAY THIS PAST MONTH)**

**Active Members**

Kvist, Nicholas  
Quader, Joseph

**Retired Members**

Abbott, Richley  
Backus, Larry  
Bartosiewski, Larry  
Benedict, Rose  
Bobbitt, William  
Brown, Rachael  
Cook, Constance  
Cornelius, Joann  
Finkle, Robert  
Gonzales, Jesse  
Harris, Barbara  
Hughley, Sandra  
Hurt, Jo Ann  
Klingenberg, Britt  
Lafontaine, David  
Lee, Wilma  
Marshman, Wyona  
Miller, Glenn  
Montano, Victoria  
Nguyen, Thoa  
Perez, Rogelio  
Peterson, John  
Pham, Hanh  
Recor, Caren  
Roberts, Patricia  
Snyder, Randall  
Standiford, Matilda  
Stauffer, William  
Tran, Melinda  
Uggwe, David



Vankeuren, Margaret  
Walker, Gerald  
Watts, Betty  
Whitcomb, Edna

**Surviving Spouses**

Jahn, Fred  
Massey, Barbara  
Mc Guire, Harold  
Oxandaboure, Norma  
Richardson, Dorothy

There being no further business to bring before the Board, the meeting adjourned at 2:37 p.m.

Submitted by:

Approved by:

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Steve Delaney  
Secretary to the Board

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Chris Prevatt  
Chairman

A-2

## Memorandum

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**DATE:** December 17, 2018  
**TO:** Members of the Board of Retirement  
**FROM:** Steve Delaney, Chief Executive Officer  
**SUBJECT: ELECTION OF BOARD VICE-CHAIR**

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### Recommendation

Elect a new OCERS Board Vice-Chair for Calendar Year 2019.

### Background/Discussion

In accordance with OCERS' By-Laws, excerpted below, the election of the Vice-Chair is to take place at the "last regular Board meeting in December," which is our meeting of December 17 this year. The election of the Vice-Chair in December of each year allows the incoming Chair sufficient time to make committee assignments for the following calendar year.

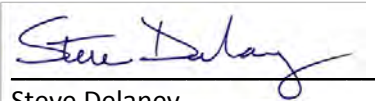
With Mr. Packard, an appointed member, serving as 2018 Vice-Chair, the Board's charter directs that he "shall automatically succeed to the office of Chair".

Then the by-laws provide further guidance to the election of Vice-Chair by directing that the Vice-Chair shall be of a different "group" than the Chair; for 2019 that would be one of the elected members. The election will take place in December, the new Chair, Mr. Packard, and the newly elected Vice-Chair will not take office until January 1, 2018.

### By-Laws Excerpt:

3. Election of Officers: The Board shall have a Chairperson and a Vice-Chairperson, each of whom will serve a one-year term of office, which corresponds with the calendar year. The person who holds the office of Vice-Chairman on the last day of the Calendar year shall automatically succeed to the office of Chairperson effective the first day of the following calendar year. At its last regular Board meeting in December, the Board shall elect a new Vice-Chairperson, who shall serve in that capacity beginning in January of the following year until the end of that calendar year, at which time he or she shall succeed to the office of Chairperson. The Chairperson and Vice-Chairperson shall both be members of the Board, and shall be from different "groups" as hereinafter defined.

**Submitted by:**

  
Steve Delaney  
Chief Executive Officer

A-3

## Memorandum

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**DATE:** December 17, 2018  
**TO:** Members of the Board of Retirement  
**FROM:** Steve Delaney, Chief Executive Officer  
**SUBJECT:** **2019 OCERS BOARD MEETING CALENDAR**

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### Recommendation

Approve the 2019 OCERS Board as well as Investment Committee meeting schedule.

### Background/Discussion

This memo outlines the dates your staff is proposing for the OCERS Board of Retirement's regular administrative meetings in 2019, as well as meetings of the Board's Investment Committee.

Additionally, we have outlined here a number of important training opportunities that will take place in 2019, from SACRS semi-annual conferences to upcoming Wharton School classes. [Note: Where a 2019 date has not yet been selected, we have italicized the previous 2018 dates as the 2019 dates will likely be close to that same time period]. A second calendar is enclosed that overlays those training opportunities with the proposed Board and committee schedules, to allow you to determine if any adjustment to the proposed meeting dates is warranted.

### RECOMMENDATIONS:

#### Regular Board Meetings – 9:00 a.m.

Tuesday – January 22

Tuesday - February 19

Monday - March 18

Monday - April 15

Monday - May 20

Monday - June 17

Monday - July 22

Monday - August 19

Tuesday - October 21

Monday - November 18 (combined Regular Board and Investment Committee meeting)  
Monday - December 16 (combined Regular Board and Investment Committee meeting)

**Investment Committee Meetings – 9:00 a.m.**

Wednesday - January 30  
Wednesday - February 27  
Wednesday - March 27  
Tuesday - April 23  
Wednesday - May 29  
Wednesday - June 26  
Wednesday - July 31  
Wednesday - August 28  
Wednesday - October 31  
Monday - November 18 (combined Regular Board and Investment Committee meeting)  
Monday - December 16 (combined Regular Board and Investment Committee meeting)

**Manager Monitoring Subcommittee Meetings – 9:00 a.m.**

TBD

**2019 Macro Economic Outlook Discussion**

TBD

**2-Day Strategic Planning and Education Forum – 9:00 a.m.**

Wednesday, September 18 - Thursday, September 19, 2019

**2019 Budget Workshop**

Thursday, October 18, 2019

**SCHEDULE CONFLICTS FOR CONSIDERATION:**

January:

Regular Board Meeting Recommendation: January 22

Investment Committee Meeting Recommendation: January 30

Conflicts: Russell Baldwin, David Ball

February:

Regular Board Meeting Recommendation: February 19

Investment Committee Meeting Recommendation: February 27

No Conflicts

March:

Regular Board Meeting Recommendation: March 18

Investment Committee Meeting Recommendation: March 27

Conflicts: Russell Baldwin

April:

Regular Board Meeting Recommendation: April 15

Investment Committee Meeting Recommendation: April 23

Conflicts: Russell Baldwin

May:

Regular Board Meeting Recommendation: June 20

Investment Committee Meeting Recommendation: June 29

Conflicts: Russell Baldwin

June:

Regular Board Meeting Recommendation: January 17

Investment Committee Meeting Recommendation: January 26

No Conflicts



July:

Regular Board Meeting Recommendation: July 15

Investment Committee Meeting Recommendation: July 24

Conflicts: Russell Baldwin, David Ball, Wayne Lindholm

Mr. Baldwin notes SACRS conflict with Investment Committee Meeting

August:

Regular Board Meeting Recommendation: August 19

Investment Committee Meeting Recommendation: August 28

Conflicts: Russell Baldwin

September:

Strategic Planning Workshop Recommendation: September 18-19 No Conflicts

No Conflicts

October:

Regular Board Meeting Recommendation: October 21

Investment Committee Meeting Recommendation: October 31

Conflicts: Wayne Lindholm

November:

Regular Board Meeting Recommendation: November 18

Investment Committee Meeting Recommendation: November 18

No Conflicts

December:

Regular Board Meeting Recommendation: December 16

Investment Committee Meeting Recommendation: December 16

No Conflicts

Approved Conferences:

**CALAPRS**

[http://www.calaprs.org/events/event\\_list.asp](http://www.calaprs.org/events/event_list.asp)

General Assembly

March 2-5, 2019

Monterey Marriott

350 Calle Principal

Monterey, California 93940

Advanced Principles of Pension Management for Trustees at UCLA

March 27-29, 2019

UCLA Meyer and Renee Luskin Conference Center

425 Westwood Plaza

Los Angeles, California 90095

Principles of Pension Management for Trustees

August 26-29, 2019

Pepperdine University - Villa Graziadio Executive Center

24255 Pacific Coast Hwy

Malibu, California 90263

Registration opens Spring 2018

**CALIFORNIA RETIRED COUNTY EMPLOYEES ASSOCIATION (CRCEA)**

<http://crcea.org/calendar/>

2019 Spring Conference

April 14-17, 2019

DoubleTree San Diego – Hotel Circle

1515 Hotel Circle South, San Diego, CA, 92108

*2019 Fall Conference: TBD*

**IREI**

<https://irei.com/events/2018-visions-insights-perspectives-vip-americas/>

Visions, Insights & Perspectives (VIP) Americas

January 22-24, 2019

Park Hyatt Aviara

Carlsbad, California

**NASRA**

<http://www.nasra.org/meetings>

2019 Winter Meeting

February 23-25

Washington, DC

2019 Annual Conference

August 3-7, 2019

Williamsburg, VA

**NCPERS**

<http://www.ncpers.org/futureconferences>

Annual Conference & Exhibition

May 19 – 22, 2019

Hilton Austin

Austin, TX

Public Safety Employees Pension & Benefits Conference

October 27 – 30, 2019

New Orleans, LA

**NIRS**

Annual Retirement Policy Conference

February 25-26, 2019

Washington D.C.

## **REAOC**

Quarterly Lunches 2019 – Miles Square Park:

January 23

March 27

May 22

September 25

December 4

## **SACRS**

<https://sacrs.org/events/events-listing/>

### **SPRING CONFERENCE**

May 7-10, 2019

Resort at Squaw Creek

Lake Tahoe, CA

### **SACRS PUBLIC PENSION INVESTMENT MANAGEMENT PROGRAM [MODERN INVESTMENT THEORY & PRACTICE FOR RETIREMENT SYSTEM]**

July 22-24, 2019

UC Berkeley Haas School of Business

### **FALL CONFERENCE**

November 12-15, 2019

Hyatt Regency Monterey Hotel & Spa

Monterey, CA

## **WHARTON**

<https://www.ifebp.org/pdf/edprog/wharton-investment-programs-brochure.pdf>

Advanced Investments Management

April 29-May 2, 2019

Philadelphia, PA

International and Emerging Market Investing  
July 22-July 24, 2019  
San Francisco, CA

**THE PENSION BRIDGE ANNUAL**

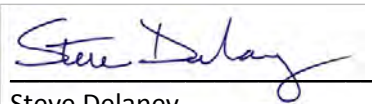
<http://www.pensionbridge.com/agendaindex.asp>

The Pension Bridge Annual: April 9-10, 2019  
Westin St. Francis Hotel, San Francisco

*The Private Equity Exclusive: July 23-24, 2018*

*The Trump International Hotel & Tower, Chicago*

**Submitted by:**

  
Steve Delaney  
Chief Executive Officer

# 2019

## MEETINGS

### January

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	31	<del>1</del>	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	<del>21</del>	22	23	24	25	26
27	28	29	30	31	1	2
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### February

Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29	30	31	1	2
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17	<del>18</del>	19	20	21	22	23
24	25	26	27	28	1	2
3	4	5	6	7	8	9

### March

Sun	Mon	Tue	Wed	Thu	Fri	Sat
24	25	26	27	28	1	2
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

### April

Sun	Mon	Tue	Wed	Thu	Fri	Sat
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21	22	23	24	25	26	27
28	29	30	1	2	3	4
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### May

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19	20	21	22	23	24	25
26	<del>27</del>	28	29	30	31	1
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### June

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	31	1
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23	24	25	26	27	28	29
30	1	2	3	4	5	6

### July

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	1	2	3	<del>4</del>	5	6
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
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### August

Sun	Mon	Tue	Wed	Thu	Fri	Sat
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18	19	20	21	22	23	24
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### September

Sun	Mon	Tue	Wed	Thu	Fri	Sat
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
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### October


Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	1	2	3	4	5
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20	21	22	23	24	25	26
27	28	29	30	31	1	2
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### November

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17	18	19	20	21	22	23
24	25	26	27	<del>28</del>	<del>29</del>	30
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### December

Sun	Mon	Tue	Wed	Thu	Fri	Sat
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22	23	24	<del>25</del>	26	27	28
29	30	31	1	2	3	4
5	6	7	8	9	10	11

 Holiday Observed

 Regular Board Meeting

 Investment Committee Meeting

 Disability Committee Meeting

 Strategic Planning Workshop

 Budget Workshop

# 2019

## TRAINING OPPORTUNITIES

### January

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	31	<del>1</del>	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	<del>21</del>	22	23	24	25	26
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### February

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17	<del>18</del>	19	20	21	22	23
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### March

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### April

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### May

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26	<del>27</del>	28	29	30	31	1
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### June

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### July

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### August

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11	12	13	14	15	16	17
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25	26	27	28	29	30	31
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### September

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### October

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### December

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Holiday Observed OTHER: IREI; Wharton; The Pension Bridge Annual; CRCEA; REAOC Lunches

SACRS CALAPRS NASRA NCPERS NIRS OTHER

# 2019

## MEETINGS AND TRAINING OPPORTUNITIES COMBINED

### January

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	31	<del>1</del>	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
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### June

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29	30	31	1	2	3	4
5	6	7	8	9	10	11

 Holiday Observed

 OTHER: IREI; Wharton; The Pension Bridge Annual; CRCEA; REAOC Lunches

 Regular Board Meeting

 Investment Committee Meeting


 Disability Committee Meeting

 Strategic Planning Workshop

 Budget Workshop

 SACRS

 CALAPRS

 NASRA  
32/180

 NCPERS

 NIRS

 OTHER



I-1

*Orange County Employees Retirement System  
Retirement Board Meeting  
December 17, 2018  
Application Notices*

<i>Member Name</i>	<i>Agency/Employer</i>	<i>Retirement Date</i>
<b>Aloyian, Allen</b>	Health Care Agency	9/28/2018
<b>Birch, Suzanne</b>	Probation	10/12/2018
<b>Bower, Pamela</b>	Assessor	9/28/2018
<b>Clauser, Dion</b>	Assessor	10/13/2018
<b>Coney, Brian</b>	Fire Authority (OCFA)	9/28/2018
<b>Cunningham, Steven</b>	Assessor	10/12/2018
<b>Duran, Paul</b>	Probation	9/29/2018
<b>Ellis, James</b>	John Wayne Airport	10/12/2018
<b>Falcon, Raymond</b>	Fire Authority (OCFA)	9/28/2018
<b>Farris, Sadia</b>	Social Services Agency	9/28/2018
<b>Gilmore, Paul</b>	Sheriff's Dept	9/28/2018
<b>Goodwin, Michelle</b>	Assessor	9/28/2018
<b>Griqsby, Kent</b>	OC Community Resources	10/12/2018
<b>Huizar, Georgina</b>	Social Services Agency	10/19/2018
<b>Jorgensen, Mae</b>	Treasurer-Tax Collector	9/28/2018
<b>Klar, Ronald</b>	Assessor	10/5/2018
<b>Kuo, Funq Chong</b>	OCTA	9/27/2018
<b>Ladouceur, Debra</b>	Health Care Agency	10/3/2018
<b>Leach, Gary</b>	Sheriff's Dept	10/19/2018
<b>Lee, Tann</b>	Social Services Agency	9/28/2018
<b>Liu, Frank</b>	Assessor	10/7/2018
<b>Long, Michael</b>	Fire Authority (OCFA)	10/17/2018
<b>Luu, Phuong</b>	Auditor Controller	10/12/2018
<b>Martinez, Herman</b>	Social Services Agency	10/12/2018
<b>Mcclure, Peqqy</b>	Fire Authority (OCFA)	9/27/2018
<b>Milanowski, Robert</b>	Assessor	9/28/2018
<b>Nelson, Richard</b>	Sheriff's Dept	9/28/2018
<b>Newtown, Lori</b>	Probation	10/12/2018
<b>Nguyen, Tuong</b>	Health Care Agency	9/28/2018
<b>Petti, Michael</b>	Sheriff's Dept	8/30/2018
<b>Pitts, Jason</b>	Assessor	10/4/2018
<b>Ramirez, Juan</b>	Assessor	10/1/2018
<b>Ramos, Robert</b>	OCTA	10/19/2018
<b>Rasmussen, Anita</b>	Assessor	10/16/2018
<b>Reagan, Elaine</b>	OCERS	10/1/2018
<b>Rozenstraten, Norma</b>	Sanitation District	10/13/2018
<b>Ruff, Thomas</b>	John Wayne Airport	10/5/2018
<b>Stewart, Douglas</b>	Assessor	10/4/2018
<b>Whitney, Alonzo</b>	Child Support Services	10/12/2018
<b>Wilson, Lesli</b>	Fire Authority (OCFA)	10/2/2018

*Orange County Employees Retirement  
Retirement Board Meeting  
December 17, 2018  
Death Notices*

<i>Active Members</i>	<i>Agency/Employer</i>
<b>Johnson, Jerome</b>	OCTA

<i>Retired Members</i>	<i>Agency/Employer</i>
<b>Betts, Jack</b>	Sheriff's Dept
<b>Booke, Jessie</b>	Superior Court
<b>Field, Annabel</b>	Social Services Agency
<b>Heim, Victor</b>	Auditor-Controller
<b>Hightower, Marna</b>	Social Services Agency
<b>Hunnel, Harley</b>	OC Public Works
<b>Kaelber, Fred</b>	OC Public Works
<b>Kozar, Robert</b>	Fire Authority (OCFA)
<b>Metcalfe, Shawn</b>	Fire Authority (OCFA)
<b>Peruzzi, Ernest</b>	OCTA
<b>Ramsey, James</b>	Sheriff's Dept
<b>Street, Robert</b>	OC Public Works
<b>Wachs, Robert</b>	Social Services Agency
<b>Zavala, Ruben</b>	Sheriff's Dept
<b>Zverina, Amaly</b>	Social Services Agency

<i>Surviving Spouses</i>	
<b>Bacon, Dolores</b>	
<b>Carlisle, Donald</b>	
<b>Olson, Maurice</b>	
<b>Reese, Ralph</b>	
<b>Smallwood, Helga</b>	
<b>Stanton, Robert</b>	
<b>Stephens, Bonnie</b>	
<b>Wheeler, Lee</b>	

I-3

## Memorandum

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DATE: December 17, 2018  
TO: Members of the Board of Retirement  
FROM: Steve Delaney, Chief Executive Officer  
SUBJECT: **CEO FUTURE AGENDAS AND 2019 OCERS BOARD WORK PLAN**

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### Written Report

#### AGENDA TOPICS FOR THE OCERS BOARD OF RETIREMENT

##### JANUARY

- 2018 Year in Review: Communication Plan
- 2018 OCERS Innovations
- 2018 Disability Statistics
- Communication Policy Fact Sheet
- Form 700 Filing Requirements
- Report Outcomes of Prior Year Business Plan

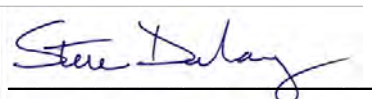
##### FEBRUARY

- 2019 STAR COLA Posting
- Annual Cost of Living Adjustment
- Policy Compliance Report

##### MARCH

- 2019 STAR COLA Final Approval
- GFOA Awards
- Quarterly Strategic Planning Review
- SACRS Election materials

### Submitted by:



Steve Delaney  
Chief Executive Officer

**OCERS RETIREMENT BOARD - 2019 Work Plan**

	Jan	Feb	Mar	Apr	Jun	Jul	Aug	Sep (Offsite)	Oct	Nov	Dec
<b>System Oversight</b>		STAR COLA Posting (I)	Approve 2019 STAR COLA (A)		Mid-Year Review of 2019 Business Plan Progress (I)	Approve Early Payment Rates for Fiscal Year 2018-19 (A)	Review 2nd Quarter Budget to Actuals Financial Report (I)	Strategic Planning Workshop (I)	Overview of 2020 Administrative Budget and Investment (Workshop) (I)	Review 3rd Quarter Budget to Actuals Financial Report (I)	
		Approve 2019 COLA (A)	Quarterly 2019-2021 Strategic Plan Review (A)		Approve December 31, 2018 Actuarial Valuation & Funded Status of OCERS (A)		Receive OCERS by the Numbers (I)		Approve 2020-2022 Strategic Plan (A)	Approve 2020 Administrative (Operating) Budget (A)	
					Approve 2018 CAFR (A)		Receive Evolution of the UAAL (I)		Approve 2020 Business Plan (A)	Annual CEO Performance Review and Compensation (A)	
					Quarterly 2019-2021 Strategic Plan Review (A)		Employer & Employee Pension Cost Comparison (I)				
											Adopt 2020 Board Meeting Calendar (A)
<b>Board Governance</b>				Brown Act Training (I)							Adopt Annual Work Plan for 2020 (A)
				Conflict of Interest Training (I)							Vice-Chair Election (A)
<b>Regulation / Policies</b>	Communication Policy Fact Sheet (I)										
<b>Compliance</b>				Form 700 and OCERS Annual Disclosure Due (A)	Receive Financial Audit (I)			State of OCERS (A)		Status of Board Education Hours for 2019 (I)	

(A) = Action (I) = Information

I-4

## Memorandum

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**DATE:** December 4, 2018  
**TO:** Members of the Board of Retirement  
**FROM:** Jim Doezie, Contracts, Risk and Performance Administrator  
**SUBJECT:** QUIET PERIOD – NON-INVESTMENT CONTRACTS

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### Written Report

#### Background/Discussion

##### 1. Quiet Period Policy Guidelines

The following guidelines established by the Quiet Period Policy, section 3.c, will govern a search process for any contract to be awarded by OCERS:

*“...Board Members and OCERS staff shall not knowingly communicate with any party financially interested in any prospective contract with OCERS regarding the contract, the services to be provided under the contract or the selection process;”*

##### 2. Quiet Period Guidelines

In addition, the following language is included in all distributed RFP's:

*“From the date of issuance of this RFP until the selection of one or more respondents is completed and announced, respondents are not permitted to communicate with any OCERS staff member or Board Members regarding this procurement, except through the Point of Contact named herein. Respondents violating the communications prohibition may be disqualified at OCERS' discretion. Respondents having current business with OCERS must limit their communications to the subject of such business.”*

#### Distributed RFP's

The RFP's noted below are subject to the quiet period until such time as a contract(s) is finalized.

- An RFP was distributed for Hearing Officer Services in October, 2018. Submissions are due by end of day December 4<sup>th</sup>, 2018.
- An RFP to replace three-year-old multi-function copiers will be distributed in December, 2018.

Submitted by:



Jim Doezie  
Contracts, Risk and Performance Administrator



I-5

## Memorandum

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**DATE:** December 17, 2018  
**TO:** Members of the Board of Retirement  
**FROM:** Cynthia Hockless, Director of Administrative Services  
**SUBJECT: OCERS TRUSTEE EDUCATION SUMMARY REPORT**

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### Written Report

Effective January 1, 2013, Trustees are required to complete a minimum of 24 hours of Trustee Education within the first two (2) years assuming office and for every subsequent 2-year period in which the Trustee serves on the Board.

To date, all Trustees are on track to meet the education requirement. Trustees that commenced membership on the Board after the initial tracking period will reset their two-year period on anniversary date of assumed Board membership.

Staff annually prepares a spreadsheet for each Trustee to track their education credits. The following is the current hourly total we have on file for each Trustee for their current measuring period:

**Roger Hilton – elected June 2012, current term [07/01/2018-06/30/2021]**

For Current Education Measuring Period 1/18-12/19: **214.6 hours**

**David Ball – appointed Sept. 2013, current term [1/1/17-12/31/19]**

For Current Education Measuring Period 1/17-12/18: **129.05 hours**

**Shari Freidenrich – elected Nov. 2010, took office in Jan. 2011, current term [Ex-Officio Member]**

For Current Education Measuring Period 1/17-12/18: **70.3 hours**

**Eric Gilbert – elected July 2015, current term [7/1/15-6/30/18]**

For Current Education Measuring Period 1/17-6/18: **87.5 hours**

**Wayne Lindholm – appointed Jan. 2010, current term [1/1/16-12/31/18]**

For Current Education Measuring Period 1/18-12/19: **49.5 hours**

**Charles Packard – appointed Dec. 2011, current term [1/1/17-12/31/19]**

For Current Education Measuring Period 1/18-12/19: **64.3 hours**

**Chris Prevatt – elected Fall 2012, current term [1/1/16-12/31/18]**

For Current Education Measuring Period 1/18-12/19: **165.3 hours**

**Russell Baldwin – elected Fall 2016, current term [1/1/17-12/31/19]**

For Current Education Measuring Period 1/17-12/18: **434.45 hours**

**Shawn Dewane – appointed 2017, current term [2/14/17-12/31/19]**

For Current Education Measuring Period 2/17-12/18: **59.5 hours**

**Frank Eley – elected 2016, current term [1/01/17-12/31/19]**

For Current Education Measuring Period 1/17-12/18: **103.25 hours**

**Jeremy Vallone – elected 2018, current term [7/01/18-6/30/21]**

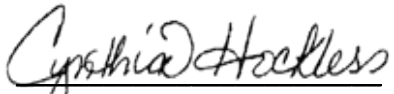
For Current Education Measuring Period 7/18-12/19: **61.2 hours**

Note: We have separately provided the details behind each Trustee's hourly total, including those hours attained by attendance at OCERS workshops (see attached policy) to allow for correction if necessary.

**Attachments:**

1. Board Members individual annual Education Report for current two year measuring period.
2. Trustee Education Policy.

**Submitted by:**

A handwritten signature in black ink that reads "Cynthia Hockless". The signature is written in a cursive style with a horizontal line underneath the name.

Cynthia Hockless  
Director of Administrative Services

## **Purpose**

1. It is the policy of the Board of Retirement to ensure that individual Trustees have sufficient knowledge of the issues and challenges facing OCERS so as to craft policies to guide the administration of the plan and effectively monitor their implementation based on ongoing exposure to up-to-date benefit, financial, investment and policy information and together with staff are properly trained to perform their respective duties.
2. Effective January 1, 2013, Trustees are required to complete a minimum of 24 hours of Trustee education within the first two (2) years of assuming office and for every subsequent 2-year period in which the Trustee serves on the Board (Gov. Code § 31522.8).
3. Trustees are also required to complete two hours of ethics training every two years. (Gov. Code § 53235) Ethics training received as part of the 24 hours of Trustee education will satisfy this requirement.
4. Trustees are also required to complete two hours of harassment prevention training every two years. (Gov. Code § 12950.1) Harassment prevention training is in addition to the 24 hour education requirement set forth in Gov. Code § 31522.8.
5. To that end, each Trustee is encouraged to regularly participate in those educational opportunities that will enable competent discharge of the obligations of that position and meet the statutory requirements for continuing education.

## **Policy Objectives**

6. The objective of this policy is to ensure that all Trustees have adequate opportunity to acquire the knowledge they need to carry out their fiduciary duties.

## **Policy Guidelines**

7. Trustees agree to develop and maintain knowledge of relevant issues pertaining to the administration of OCERS throughout their terms.
8. Trustees agree to pursue appropriate education across a range of pension-related areas, rather than limiting their education to specific areas. General pension-related areas to be pursued include:
  - a. Pension funding;
  - b. Institutional investments and investment program management;
  - c. Investment performance measurement;
  - d. Actuarial science;
  - e. Benefits structure and administration;
  - f. Disability retirements;
  - g. Due process in benefit determinations;

## OCERS Board Policy

# Trustee Education Policy

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- h. Pension law;
  - i. Organizational structure, methods, and practices;
  - j. Budgeting;
  - k. Governance and fiduciary duty; and
  - l. Ethics.
9. Trustees agree that at least two hours of education they receive will qualify as ethics training relevant to the Trustees' public service. Subject matter that qualifies for ethics training includes, but is not limited to:
- a. Laws relating to personal financial gain by public servants, including, but not limited to, laws prohibiting bribery and conflict-of-interest laws.
  - b. Laws relating to claiming prerequisites of office, including, but not limited to, gift and travel restrictions, prohibitions against the use of public resources for personal or political purposes, prohibitions against gifts of public funds, mass mailing restrictions, and prohibitions against acceptance of free or discounted transportation by transportation companies.
  - c. Government transparency laws, including, but not limited to, financial interest disclosure requirements and open government laws.
  - d. Laws relating to fair processes, including, but not limited to, common law bias prohibitions, due process requirements, incompatible offices, competitive bidding requirements for public contracts, and disqualification from participating in decisions affecting family members.
10. Educational tools for trustees include, but are not limited to:
- a. External conferences, seminars, workshops, roundtables, courses or similar sessions (henceforth referred to collectively as "conferences");
  - b. Industry association meetings or events;
  - c. In-house educational seminars or briefings;
  - d. Periodicals, journals, textbooks and similar materials; and
  - e. Electronic media including CD ROM-based education, Internet-based education and video-based education.
11. On an ongoing basis, the Chief Executive Officer and the Chief Investment Officer will identify appropriate educational opportunities, based on the needs of individual Trustees or the Board as a whole, and include details of such in Board meeting information packages for Trustee consideration. Trustees are encouraged to suggest educational opportunities that may provide value to the Board of Retirement.
12. Standards for determining the appropriateness of a potential educational opportunity shall include:
- a. The extent to which the opportunity is expected to provide Trustees with the knowledge they need to carry out their roles and responsibilities;

## OCERS Board Policy

# Trustee Education Policy

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- b. The extent to which the opportunity meets the requirements of this policy; and
  - c. The cost-effectiveness of the program in light of travel, lodging and related expenses.
13. Beginning January 1, 2013, Trustees will acquire a minimum of 24 hours of Trustee education within the first two (2) years of assuming office and for every subsequent 2-year period for which the Trustee serves on the Board.
- a. Trustees will endeavor to complete 24 hours of education in the remainder of the first and second calendar year after appointment. For trustees who are appointed later in November or December, the first education year will commence on January 1 of the subsequent calendar year.
  - b. After the initial two years after assuming office, education hours will be tracked on a calendar year basis with each trustee required to complete 24 hours of education within each two year period.
  - c. OCERS staff will track hours on an odd and even year basis with trustees grouped according to the year of term commencement.
  - d. For example, if a trustee assumes office on April 1, 2016, he or she will be expected to complete 24 hours of education by December 31, 2017. Subsequent to January 1, 2018, his or her education will be tracked on a rolling basis with completion of the 24 hour requirement on December 31, 2019, 2021, 2023, etc.
14. Trustees will attempt to meet the following minimum goals:
- a. To secure, over time, a useful level of understanding in each of the topic areas listed in paragraph 8 above;
  - b. To attend at least one conference annually. In accordance with a. above, Trustees are encouraged to attend conferences, on occasion, that address pension topics other than investments; and
  - c. Participate in any in-house educational seminars or briefings that are organized by the Chief Executive Officer and Chief Investment Officer including:
    - i. The educational component of the annual Strategic Planning Session;
    - ii. The Education Forum;
    - iii. Individual sessions at regular Board meetings; and
    - iv. Workshops available to Board and staff members.
15. The Board shall maintain a record of Trustee compliance with this policy, and the Chief Executive Officer or his designee will ensure that the policy and annual compliance report are placed on the OCERS website.

### **Attendance at Conferences & Industry Association Meetings**

16. Approval for attendance and reimbursement of travel expenses in connection with educational conferences and industry association meetings will be in accordance with the Travel Policy.

## OCERS Board Policy

# Trustee Education Policy

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17. In furtherance of this policy, the Chief Executive Officer shall have discretionary authority to approve staff travel as necessary to carry out the administrative responsibilities of the OCERS, such as attendance at legislative meetings or hearings, conducting on-site visits as part of due diligence evaluation of existing and proposed service providers, participating in continuing education programs, and other duties as directed.
18. The Board will periodically review the programs, training or educational sessions that qualify for Trustee education.

### Harassment Prevention Training

19. As an employer of over 50 employees, OCERS is required to provide harassment and abusive conduct prevention training to all “supervisory employees” every two years.
20. Trustees are considered “supervisory employees” for the purposes of the statute since Trustees may influence the terms and conditions of employment for OCERS employees.
21. The Chief Executive Officer working with the Legal Department and outside vendors will schedule appropriate training for Trustees every two years.

### Orientation Program

22. Working with the Chief Investment Officer and OCERS’ professional advisors, the Chief Executive Officer will hold an orientation program, covering the general topic areas outlined in paragraph 8 above, and designed to introduce new Trustees to all pertinent operations of the System and highlight the knowledge bases required of a Trustee. The aim of the orientation program will be to ensure that new Trustees are in a position to contribute fully to Board of Retirement and committee deliberations, and effectively carry out their fiduciary duties as soon as possible after joining the Board.
23. Prior to a Trustee’s first official meeting with the Board of Retirement, he or she will endeavor to attend a Board meeting or a standing committee meeting in the role of an observer.
24. Within 30 days of a trustee’s election or appointment to the Board, the Chair will designate an incumbent member of the Board to provide the new Trustee an orientation to current Board governance practices.
25. As part of the orientation process, new Trustees will, within 30 days of their election or appointment to the Board of Retirement:
  - a. Be briefed by the Chief Executive Officer on the history and background of OCERS;
  - b. Be oriented by the Chair on current issues before the Board;
  - c. Be introduced to members of senior management;
  - d. Be provided a tour of OCERS offices by the Chief Executive Officer;
  - e. Be briefed by the Board’s fiduciary counsel on their fiduciary duties, conflict of interest guidelines, the County Employees Retirement Law of 1937, Proposition 162, The Brown Act, and other pertinent legislation; and



**OCERS Board Policy**  
**Trustee Education Policy**

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- f. Be provided with an iPad (or other electronic device) with access to a document repository containing the following:
  - i. A Trustee Reference Manual (the contents of which are listed in the Appendix);
  - ii. A listing of upcoming recommended educational opportunities; and
  - iii. Other relevant information and documentation deemed appropriate by the Chief Executive Officer.
- 26. During the course of their first 12 months on the Board of Retirement, new Trustees will endeavor to attend a seminar on the principles of pension management or a comparable program.
- 27. The Chief Executive Officer will review, and if necessary, update all orientation material. It is the responsibility of Trustees to maintain their Trustee Reference Manuals, by ensuring that they contain the most up to date materials. A master copy of the Trustee Reference Manual will be available for use by Trustees at the OCERS office.

### **Policy Review**

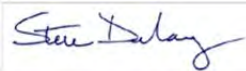
- 28. The Board of Retirement will review this policy at least every three years to ensure that it remains relevant and appropriate.

### **Policy History**

- 29. This policy was adopted by the Board of Retirement on February 19, 2002.
- 30. The policy was revised on May 16, 2005, March 24, 2008, June 18, 2012, November 19, 2012, July 20, 2015, and December 19, 2016.

### **Secretary's Certificate**

I, the undersigned, the duly appointed Secretary of the Orange County Employees Retirement System, hereby certify the adoption of this policy.



**12/19/16**

Steve Delaney  
Secretary of the Board

Date

## **Trustee Reference Manual**

A Trustee Reference Manual will include the following materials:

- a. OCERS Board Handbook;
- b. Relevant sections of the *County Employees Retirement Law of 1937*;
- c. The Brown Act and Proposition 162;
- d. Most recent plan description and member handbook;
- e. Copies of Board policies;
- f. Most recent Annual Report;
- g. Most recent actuarial valuation and financial statements;
- h. Most recent actuarial experience study;
- i. Most recent asset/liability study;
- j. Most recent investment performance report;
- k. Most recent Business Plan and budget;
- l. Organizational chart;
- m. Names and phone numbers of the trustees and the Chief Executive Officer;
- n. Listing of current committee assignments;
- o. Listing of current service providers; and
- p. Glossary of key pension administration terms and definitions.

## Career Development Report

This report details an individual's Training records in regards to their Career Development.

Employee: DEWANE, SHAWN

Training Title	Type	Institution	Description	Status	Hrs.	Due Date	Completion Date
Year: 2018							
Dewane, Shawn (2 Records)							
Strategic Planning Workshop	Workshop	OCERS		Complete	16.0	9/13/2018	9/13/2018
The New Norm: Cultural Changes in the #MeToo Era Workplace	Mandatory Training	Burke, Williams & Sorensen LLP	Presented by Kelly A. Trainer, Esq., Partner, Burke, Williams & Sorensen LLP	Complete	2.0	11/19/2018	11/19/2018
<b>Total Hours:</b>					<b>18.0</b>		

*Shawn Dewane (Mar 1, 2017- Dec 31, 2018)*

<i>Conference Name</i>	<i>Date</i>	<i>Location</i>	<i>OCERS Training</i>	<i>Hours of Education</i>
CALAPRS- Principles of Pension Mgmt	August 28-31, 2017	Pepperdine Univ.	x	18.50
OCERS Strategic Planninc Workshop	September 13-14, 2017	Santa Ana, CA	x	16.00
Harassment and Abusive Conduct Prevention Training	October 16, 2017	Santa Ana, CA	X	2.00
OCERS 2018 Budget Workshop	October 19, 2017	Santa Ana, CA	x	5.00
			<b>total =</b>	<b>41.50</b>

## Career Development Report

This report details an individual's Training records in regards to their Career Development.

Employee: BALL, DAVID

Training Title	Type	Institution	Description	Status	Hrs.	Due Date	Completion Date
Year: 2018							
Ball, David (4 Records)							
SACRS Spring Conference	Conference	SACRS	SACRS Spring Conference - Anaheim, CA - Marriott	Complete	29.0	5/18/2018	5/18/2018
Wharton School of Pennsylvania - Alternative Investment Strategies	Continuing Education	IFEBP Wharton Investment Programs	Alternative Investment Strategies July 30-August 1, 2018 San Francisco, CA	Complete	17.3	8/1/2018	8/1/2018
Strategic Planning Workshop	Workshop	OCERS		Complete	16.0	9/13/2018	9/13/2018
The New Norm: Cultural Changes in the #MeToo Era Workplace	Mandatory Training	Burke, Williams & Sorensen LLP	Presented by Kelly A. Trainer, Esq., Partner, Burke, Williams & Sorensen LLP	Complete	2.0	11/19/2018	11/19/2018
<b>Total Hours:</b>					<b>64.3</b>		

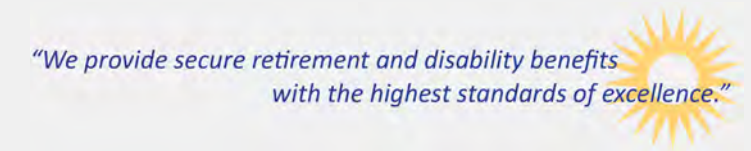
<i>Conference Name</i>	<i>Date</i>	<i>Location</i>	OCERS Training	Hours of Education
<i>David Ball (JAN 1, 2017- DEC 31, 2019)</i>				
Advanced Principles of Pension Management	March 29-31, 2017	Los Angeles, CA	x	13.00
Wharton Advance Investment Strategies Management	September 25-28, 2017	Philadelphia, PA	x	28.75
OCERS Strategic Planninc Workshop	September 13-14, 2017	Santa Ana, CA	x	16.00
Harassment and Abusive Conduct Prevention Training	October 16, 2017	Santa Ana, CA	X	2.00
OCERS 2018 Budget Workshop	October 19, 2017	Santa Ana, CA	x	5.00
			<b>total =</b>	<b>64.75</b>



## Career Development Report

This report details an individual's Training records in regards to their Career Development.

Employee: ELEY, FRANK



Training Title	Type	Institution	Description	Status	Hrs.	Due Date	Completion Date
Year: 2018							
Eley, Frank (3 Records)							
SACRS Spring Conference	Conference	SACRS	SACRS Spring Conference - Anaheim, CA - Marriott	Complete	29.0	5/18/2018	5/18/2018
Strategic Planning Workshop	Workshop	OCERS		Complete	16.0	9/13/2018	9/13/2018
The New Norm: Cultural Changes in the #MeToo Era Workplace	Mandatory Training	Burke, Williams & Sorensen LLP	Presented by Kelly A. Trainer, Esq., Partner, Burke, Williams & Sorensen LLP	Complete	2.0	11/19/2018	11/19/2018
<b>Total Hours:</b>					<b>47.0</b>		

*Frank Eley (JAN 1, 2017- DEC 31, 2018)*

<i>Conference Name</i>	<i>Date</i>	<i>Location</i>	<i>OCERS Training</i>	<i>Hours of Education</i>
NCPERS 2017 Annual Conference	May 21-24, 2017	Hollywood, FL	x	19.25
SACRS Spring Conference	May 16-19, 2017	Napa Valley, CA	x	14.00
OCERS Strategic Planninc Workshop	September 13-14, 2017	Santa Ana, CA	x	16.00
Harassment and Abusive Conduct Prevention Training	October 16, 2017	Santa Ana, CA	x	2.00
OCERS 2018 Budget Workshop	October 19, 2017	Santa Ana, CA	x	5.00
			<b>total =</b>	<b>56.25</b>

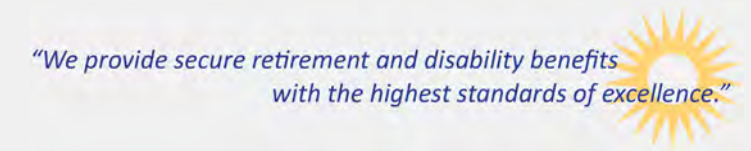




## Career Development Report

This report details an individual's Training records in regards to their Career Development.

Employee: FREIDENRICH, SHARI



Training Title	Type	Institution	Description	Status	Hrs.	Due Date	Completion Date
Year: 2018							
Freidenrich, Shari (3 Records)							
The Wharton School University of Pennsylvania, Philadelphia, PA	Conference	The Wharton School University of Pennsylvania, Philadelphia, PA	Monday, April 23 - Thursday, April 26, 2018The Wharton School University of Pennsylvania, Philadelphia, PA - Portfolio Concepts and Management	Complete	0.0	4/26/2018	4/26/2018
Wharton School of Pennsylvania - Alternative Investment Strategies	Continuing Education	IFEBP Wharton Investment Programs	Alternative Investment Strategies July 30-August 1, 2018San Francisco, CA	Complete	17.3	7/30/2018	8/1/2018
Strategic Planning Workshop	Workshop	OCERS		Complete	16.0	9/13/2018	9/13/2018
<b>Total Hours:</b>					<b>33.3</b>		

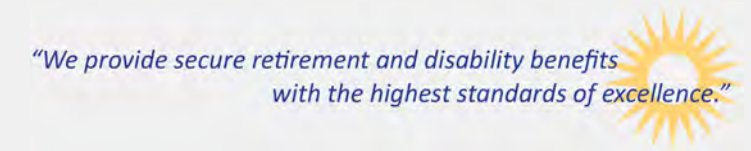
<i>Conference Name</i>	<i>Date</i>	<i>Location</i>	OCERS Training	Hours of Education
<i>Shari Freidenrich (JAN 1, 2017- DEC 31, 2018)</i>				
Institutional Real Estate Inc.'s 2017 Visions Insights & Perspectives (VIP) Americas	Janurary 25-27, 2017	Carlsbad, CA	X	3.00
OCERS Strategic Planninc Workshop	September 13-14, 2017	Santa Ana, CA	x	16.00
Harassment and Abusive Conduct Prevention Training	October 16, 2017	Santa Ana, CA	X	2.00
OCERS 2018 Budget Workshop	October 19, 2017	Santa Ana, CA	x	5.00
SACRS Fall Conference	November 14-17, 2017	San Francisco, CA	X	11.00
			<b>total =</b>	<b>37.00</b>



## Career Development Report

This report details an individual's Training records in regards to their Career Development.

Employee: VALLONE, JEREMY



Training Title	Type	Institution	Description	Status	Hrs.	Due Date	Completion Date
Year: 2018							
Vallone, Jeremy (4 Records)							
NCPERS Safety Conference	Conference	NCPERS	Paris Las Vegas - 10.28-10.30, 2018 2018 Public Safety Conference	Complete	28.2	10/28/2018	10/31/2018
SACRS Fall Conference	Conference	SACRS Fall Conference	Indian Wells Resort	Complete	15.0	11/16/2018	11/16/2018
Strategic Planning Workshop	Workshop	OCERS		Complete	16.0	9/13/2018	9/13/2018
The New Norm: Cultural Changes in the #MeToo Era Workplace	Mandatory Training	Burke, Williams & Sorensen LLP	Presented by Kelly A. Trainer, Esq., Partner, Burke, Williams & Sorensen LLP	Complete	2.0	11/19/2018	11/19/2018
<b>Total Hours:</b>					<b>61.2</b>		

### Career Development Report

This report details an individual's Training records in regards to their Career Development.

Employee: HILTON, ROGER

Training Title	Type	Institution	Description	Status	Hrs.	Due Date	Completion Date
Year: 2018							
Hilton, Roger (12 Records)							
NAPO Conference	Conference	NAPO	National Association of Police Organizations - Sunday, January 28 from 3pm-Wednesday, January 31 to 12pm	Complete	27.0	1/31/2018	5/31/2018
NASRA Winter Meeting	Conference	NASRA	2018 NASRA Winter Meeting February 24-26, Westin Washington DC Hotel	Complete	21.5	2/26/2018	2/26/2018
NIRS Annual Conference	Conference	NIRS	NIRS Annual Conference - February 26-27, 2018 - Washington, DC.	Complete	6.2	2/27/2018	2/27/2018
CALAPRS General Assembly	Conference	CALAPRS	CALAPRS General Assembly - Indian Wells Resort and Spa - March 3-6, 2018	Complete	28.0	3/6/2018	3/6/2018
2018 Pension Bridge Annual Conference	Conference	Pension Bridge Conference	The Pension Bridge Annual Conference - Four Season Hotel, San Francisco, CA - April 10-11, 2018	Complete	22.5	4/11/2018	4/11/2018
SACRS Spring Conference	Conference	SACRS	SACRS Spring Conference - Anaheim, CA - Marriott	Complete	29.0	5/18/2018	5/18/2018
CALAPRS Trustee Roundtable	Conference	CALAPRS	Hilton Oakland Airport - Friday June 8, 2018	Complete	6.3	6/8/2018	6/8/2018
The Private Equity Exclusive - Pension Bridge Conference	Conference	Pension Bridge Conference	July 23-25 @ Trump Hotel, Chicago, IL	Complete	13.0	7/25/2018	7/25/2018
NCPERS Safety Conference	Conference	NCPERS	October 30-31, 2018 Las Vegas, NV - Paris Las Vegas Hotel	Complete	28.2	10/28/2018	10/31/2018
SACRS Fall Conference	Conference	SACRS Fall Conference	Indian Wells Resort	Complete	15.0	11/16/2018	11/16/2018
Strategic Planning Workshop	Workshop	OCERS		Complete	16.0	9/13/2018	9/13/2018
The New Norm: Cultural Changes in the #MeToo Era Workplace	Mandatory Training	Burke, Williams & Sorensen LLP	Presented by Kelly A. Trainer, Esq., Partner, Burke, Williams & Sorensen LLP	Complete	2.0	11/19/2018	11/19/2018
<b>Total Hours:</b>					<b>214.6</b>		

## Career Development Report

This report details an individual's Training records in regards to their Career Development.

Employee: LINDHOLM, WAYNE

Training Title	Type	Institution	Description	Status	Hrs.	Due Date	Completion Date
Year: 2018							
Lindholm, Wayne (4 Records)							
2018 Visions, Insights & Perspectives (VIP) Americas- REI Conference	Conference	2018 Visions, Insights & Perspectives (VIP) Americas - REI Conference	Moncarch Beach Resort - REI Conference - January 23-25, 2018	Complete	26.0	1/26/2018	1/26/2018
Alternative Investing Summit	Conference	Opal Group	Ritz Carlton Laguna Niguel	Complete	5.5	12/7/2018	12/7/2018
Strategic Planning Workshop	Workshop	OCERS		Complete	16.0	9/13/2018	9/13/2018
The New Norm: Cultural Changes in the #MeToo Era Workplace	Mandatory Training	Burke, Williams & Sorensen LLP	Presented by Kelly A. Trainer, Esq., Partner, Burke, Williams & Sorensen LLP	Complete	2.0	11/19/2018	11/19/2018
<b>Total Hours:</b>					<b>49.5</b>		

## Career Development Report

This report details an individual's Training records in regards to their Career Development.

Employee: BALDWIN, RUSSELL

Training Title	Type	Institution	Description	Status	Hrs.	Due Date	Completion Date
Year: 2018							
Baldwin, Russell (15 Records)							
2018 Visions, Insights & Perspectives (VIP) Americas - REI Conference	Conference	2018 Visions, Insights & Perspectives (VIP) Americas - REI	Moncarch Beach Resort - REI Conference - January 23-25, 2018	Complete	26.0	1/25/2018	1/25/2018
NASRA Winter Meeting	Conference	NASRA	2018 NASRA Winter Meeting February 24-26, Westin Washington DC Hotel	Complete	21.5	2/26/2018	2/26/2018
NIRS Annual Conference	Conference	NIRS	NIRS Annual Conference - February 26-27, 2018 - Washington, DC.	Complete	6.2	2/27/2018	2/27/2018
CALAPRS General Assembly	Conference	CALAPRS	CALAPRS General Assembly - Indian Wells Resort and Spa - March 3-6, 2018	Complete	28.0	3/6/2018	3/6/2018
2018 Pension Bridge Annual Conference	Conference	Pension Bridge Conference	The Pension Bridge Annual Conference - Four Season Hotel, San Francisco, CA - April 10-11, 2018	Complete	22.5	4/11/2018	4/11/2018
Institutional Investor Conference	Conference	Institutional Investor Roundtable for Public Funds	Roundtable For Public Funds - April 25-27, 2018 - The Beverly Hilton	Complete	25.0	4/27/2018	4/27/2018
SACRS Spring Conference	Conference	SACRS	SACRS Spring Conference - Anaheim, CA - Marriott	Complete	29.0	5/18/2018	5/18/2018
USSIF - Investing for a Sustainable World	Conference	USSIF	Washington D.C. - Omni Hotels and Resorts - May 30-June 1, 2018	Complete	16.0	6/1/2018	6/1/2018
CALAPRS Trustee Roundtable	Conference	CALAPRS	Hilton Oakland Airport - Friday June 8, 2018	Complete	6.3	6/8/2018	6/8/2018
NASRA	Conference	NASRA Annual Conference	8/4-8/8, 2018Lowes Coronado Bay Resort	Complete	30.3	8/4/2018	8/8/2018
CALAPRS Trustee Roundtable	Conference	CALAPRS Trustee Roundtable	Glendale, CA - October 26, 2018	Complete	6.0	11/26/2018	11/26/2018
SRI Conference	Conference	SRI Conference	Colorado Springs, November 1-3, 2018	Complete	25.2	11/3/2018	11/3/2018
SACRS Fall Conference	Conference	SACRS Fall Conference	Indian Wells Resort	Complete	15.0	11/16/2018	11/16/2018
Strategic Planning Workshop	Workshop	OCERS		Complete	16.0	9/13/2018	9/13/2018
The New Norm: Cultural Changes in the #MeToo Era Workplace	Mandatory Training	Burke, Williams & Sorensen LLP	Presented by Kelly A. Trainer, Esq., Partner, Burke, Williams & Sorensen LLP	Complete	2.0	11/19/2018	11/19/2018
<b>Total Hours:</b>					<b>274.9</b>		

*Russell Baldwin (Mar 1, 2017- Dec 31, 2019)*

<i>Conference Name</i>	<i>Date</i>	<i>Location</i>	<i>OCERS Training</i>	<i>Hours of Education</i>
Institutional Real Estate Inc.'s 2017 Visions Insights & Perspectives (VIP) Americas	January 25-27, 2017	Carlsbad, CA	x	3.00
SACRS Spring Conference	May 16-19, 2017	Napa Valley, CA	x	14.00
CALAPRS Roundtable	June 2, 2017	Burbank, CA	x	6.00
SACRS at UC Berkeley Program 2015	July 24-26, 2017	Berkeley, CA	x	17.50
NASRA Annual Conference	August 5-9, 2017	Baltimore, MD	x	10.00
OCERS Strategic Planninc Workshop	September 13-14, 2017	Santa Ana, CA	x	16.00
Wharton Advance Investment Strategies Management	September 25-28, 2017	Philadelphia, PA	x	28.75
Harassment and Abusive Conduct Prevention Training	October 16, 2017	Santa Ana, CA	x	2.00
OCERS 2018 Budget Workshop	October 19, 2017	Santa Ana, CA	x	5.00
CALAPRS TRUSTEES Roundtable	October 27, 2017	San Jose, CA	x	6.30
SRI Conference	November 1-3, 2017	San Diego, CA	x	28.00
SACRS Fall Conference	November 14-17, 2018	San Francisco, CA	x	23.00
			total =	159.55

## Career Development Report

This report details an individual's Training records in regards to their Career Development.

Employee: PACKARD, CHARLES

Training Title	Type	Institution	Description	Status	Hrs.	Due Date	Completion Date
Year: 2018							
Packard, Charles (4 Records)							
SACRS Spring Conference	Conference	SACRS	SACRS Spring Conference - Anaheim, CA - Marriott	Complete	29.0	5/18/2018	5/18/2018
Wharton School of Pennsylvania - Alternative Investment Strategies	Continuing Education	IFEBP Wharton Investment Programs	Alternative Investment Strategies July 30-August 1, 2018San Francisco, CA	Complete	17.3	7/31/2018	8/1/2018
Strategic Planning Workshop	Workshop	OCERS		Complete	16.0	9/13/2018	9/13/2018
The New Norm: Cultural Changes in the #MeToo Era Workplace	Mandatory Training	Burke, Williams & Sorensen LLP	Presented by Kelly A. Trainer, Esq., Partner, Burke, Williams & Sorensen LLP	Complete	2.0	11/19/2018	11/19/2018
<b>Total Hours:</b>					<b>64.3</b>		



## Career Development Report

This report details an individual's Training records in regards to their Career Development.

Employee: PREVATT, CHRIS

Training Title	Type	Institution	Description	Status	Hrs.	Due Date	Completion Date
Year: 2018							
Prevatt, Chris (9 Records)							
NASRA Winter Meeting	Conference	NASRA	2018 NASRA Winter Meeting February 24-26, Westin Washington DC Hotel	Complete	21.5	2/26/2018	2/26/2018
NIRS Annual Conference	Conference	NIRS	NIRS Annual Conference -&nbsp;February 26-27, 2018 - Washington, DC.	Complete	6.2	2/27/2018	2/27/2018
CALAPRS General Assembly	Conference	CALAPRS	CALAPRS General Assembly - Indian Wells Resort and Spa - March 3-6, 2018	Complete	28.0	3/6/2018	3/6/2018
SACRS Spring Conference	Conference	SACRS	SACRS Spring Conference - Anaheim, CA - Marriott	Complete	29.0	5/18/2018	5/18/2018
Wharton School of Pennsylvania - Alternative Investmetn Strategics	Continuing Education	IFEBP Wharton Investment Programs	Alternative Investment Strategies July 30-August 1, 2018San Francisco, CA	Complete	17.3	7/30/2018	8/1/2018
NASRA	Conference	NASRA Annual Conference	8/4-8/8, 2018 Lowes Coronado Bay Resort	Complete	30.3	8/4/2018	8/8/2018
SACRS Fall Conference	Conference	SACRS Fall Conference	Indian Wells Resort	Complete	15.0	11/16/2018	11/16/2018
Strategic Planning Workshop	Workshop	OCERS		Complete	16.0	9/13/2018	9/13/2018
The New Norm: Cultural Changes in the #MeToo Era Workplace	Mandatory Training	Burke, Williams & Sorensen LLP	Presented by Kelly A. Trainer, Esq., Partner, Burke, Williams & Sorensen LLP	Complete	2.0	11/19/2018	11/19/2018
<b>Total Hours:</b>					<b>165.3</b>		



## Career Development Report

This report details an individual's Training records in regards to their Career Development.

Employee: GILBERT, ERIC

*"We provide secure retirement and disability benefits  
with the highest standards of excellence."*

Training Title	Type	Institution	Description	Status	Hrs.	Due Date	Completion Date
Year: 2018							
Gilbert, Eric (1 Records)							
SACRS Spring Conference	Conference	SACRS	SACRS Spring Conference - Anaheim, CA - Marriott	Complete	29.0	5/18/2018	5/18/2018
<b>Total Hours:</b>					<b>29.0</b>		

*Eric Gilbert (JUL 1, 2015 - JUN 30, 2018)*

<i>Conference Name</i>	<i>Date</i>	<i>Location</i>	<i>OCERS Training</i>	<i>Hours of Education</i>
OCERS Investment Education Forum	February 11, 2016	Costa Mesa, CA	X	7.00
OCERS 2016 Energy Education Forum	March 16, 2016	Santa Ana, CA	X	6.50
SACRS 2016 Spring Conference (Ethics Training)	May 10 - 13, 2016	Costa Mesa, CA		8.00
			<b>total =</b>	<b>21.50</b>
Public Pension Funding Forum	Sept 10-12, 2017	San Francisco, CA	X	12.50
OCERS Strategic Planninc Workshop	September 13-14, 2017	Santa Ana, CA	x	16.00
Harassment and Abusive Conduct Prevention Training	October 16, 2017	Santa Ana, CA	X	2.00
OCERS 2018 Budget Workshop	October 19, 2017	Santa Ana, CA	x	5.00
SACRS Fall Conference	November 14-17, 2017	San Francisco, CA	X	23.00
			<b>total =</b>	<b>58.50</b>
	67/180			

I-6

## Memorandum

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**DATE:** December 05, 2018  
**TO:** Members of the Board of Retirement  
**FROM:** Cynthia Hockless, Director of Administrative Services  
**SUBJECT: GENERAL MEMBER ELECTION OUTCOME**

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### Written Report

#### Background/Discussion

On July 03, 2018, the Orange County Employees Retirement System requested the Registrar of Voters conduct an election for the position of General Member. Nomination papers were available to candidates at the Registrar of Voters' office from August 13, 2018 through August 31, 2018. Two candidates submitted completed nomination paperwork and biographical statements by the deadline and were determined qualified candidates.

The Registrar of Voters successfully conducted the election and tallied the votes on October 30, 2018.

The Board of Supervisors certified Chris Prevatt as the winner of the General Member election at their December 04, 2018, Board meeting. Mr. Prevatt's new term will commence on January 1, 2019 through December 31, 2021.

#### Attachment:

1. Orange County Board of Supervisors- Certification of October 30, 2018 General Member Retirement Board Election
2. Orange County Registrar of Voters Election Certification

#### Submitted by:



C.H. – APPROVED

Cynthia Hockless

Director of Administrative Services



# AGENDA STAFF REPORT

Agenda Item

ASR Control 18-001239

**MEETING DATE:** 12/04/18  
**LEGAL ENTITY TAKING ACTION:** Board of Supervisors  
**BOARD OF SUPERVISORS DISTRICT(S):** All Districts  
**SUBMITTING AGENCY/DEPARTMENT:** Registrar of Voters (Approved)  
**DEPARTMENT CONTACT PERSON(S):** Neal Kelley (714) 567-5139  
 Kim Golden (714) 567-5107

**SUBJECT:** Certification of October 30, 2018 General Member Retirement Board Election

<b>CEO CONCUR</b> Pending Review	<b>COUNTY COUNSEL REVIEW</b> No Legal Objection	<b>CLERK OF THE BOARD</b> Consent Calendar 3 Votes Board Majority
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**Budgeted:** N/A                                      **Current Year Cost:** N/A                                      **Annual Cost:** N/A

**Staffing Impact:** No                                      **# of Positions:**                                      **Sole Source:** N/A

**Current Fiscal Year Revenue:** N/A

**Funding Source:** N/A                                      **County Audit in last 3 years:** No

**Prior Board Action:** N/A

**RECOMMENDED ACTION(S):**

1. Receive and file the Election Certification and Certification of Registrar of Voters as to the results of the canvass of the election returns for the October 30, 2018, election for the Board of Retirement of the Orange County Employees Retirement System.
2. Declare Chris Prevatt, as included in the attachment, elected to the position of General Member of the Board of Retirement of the Orange County Employees Retirement System for a three-year term beginning on January 1, 2019, through December 31, 2021.

**SUMMARY:**

Declaring the results and receiving the Certification of Registrar of Voters as to the results of the canvass of the election returns for the October 30, 2018, election for the Board of Retirement of the Orange County Employees Retirement System ensures compliance with the Election Procedures for the Board of Retirement amended by the Board of Retirement on July 20, 2015.

**BACKGROUND INFORMATION:**

The Orange County Employees Retirement System (OCERS) requested the Registrar of Voters to conduct an election for the position of General Member of the Board of Retirement for a three-year term beginning on January 1, 2019, through December 31, 2021, pursuant to the attached OCERS election procedures. Nomination Papers were available to candidates at the Registrar of Voters office from August 13, 2018 through August 31, 2018, 5 p.m. Two candidates filed Nomination Papers by the deadline and were determined qualified candidates. The election was conducted and, per OCERS election procedures, the Registrar of Voters has certified the candidate with the highest number of votes as the winner.

All costs for this election will be charged to the OCERS.

**FINANCIAL IMPACT:**

N/A

**STAFFING IMPACT:**

N/A

**ATTACHMENT(S):**

Attachment A - Statement of Votes

Attachment B - Certification of Registrar of Voters as to the Results of the Canvass of the Election Returns

Attachment C - Election Procedures

## ELECTION CERTIFICATION

I, Neal Kelley, Registrar of Voters of Orange County, State of California, hereby certify that I conducted an election among the General Members of the Orange County Employees Retirement System for the purpose of electing a General Member to the Board of Retirement of the County of Orange for terms commencing January 1, 2019 and ending December 31, 2021.

I further certify that the results of the votes indicate that Chris Prevatt was elected the General Member. I further certify the following to be a complete tally of the votes cast:

GENERAL MEMBER  
ORANGE COUNTY BOARD OF RETIREMENT

CHRIS PREVATT	1,943
ARTIN BARON	466
 TOTAL BALLOTS CAST:	 2,415

WITNESS my hand and Official Seal this 31<sup>st</sup> day of October, 2018.



  
NEAL KELLEY  
Registrar of Voters  
Orange County



I-7

## Memorandum

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**DATE:** December 17, 2018  
**TO:** Members of the Board of Retirement  
**FROM:** Steve Delaney, Chief Executive Officer  
**SUBJECT: BOARD COMMUNICATIONS**

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### Written Report

#### Background/Discussion

To ensure that the public has free and open access to those items that could have bearing on the decisions of the Trustees of the Board of Retirement, the OCERS Board has directed that all written communications to the entire Board during the interim between regular Board meetings be included in a monthly communications summary.

#### News Links

The various news and informational articles that have been shared with the full Board are being provided to you here by web link address. By providing the links in this publicly available report, we comply with both the Brown Act public meeting requirements, as well as avoid any copyright issues.

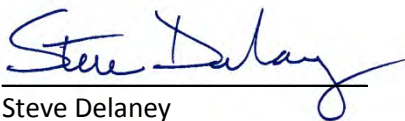
The following news and informational links were received by OCERS staff for distribution to the entire Board:

#### Steve Delaney:

- <https://www.bloomberg.com/news/features/2018-05-02/the-u-s-climate-strategy-of-total-retreat-is-failing>

Attached: OCERS Activities and Updates for October 2018

#### Submitted by:



Steve Delaney  
Chief Executive Officer

To the members of the OCERS Board of Retirement,

The following is my regular monthly summary of OCERS staff activity, starting with an overview of key customer service statistics as well as activity highlights followed by updates for the month of October 2018.

**Customer Service Stats  
2018**

**TOP 3 MEMBER QUESTIONS:**

The top three questions in the month of OCTOBER 2018 as received by OCERS' counseling staff:

**QUESTION ONE:**

**Q:** I am planning to retire in early 2019 – what is the earliest date I can submit my retirement application to OCERS?

**A:** Under County Retirement Law, the earliest date a member may submit a valid retirement application to OCERS is 60 days before the selected retirement date. Once a member is within that timeframe, they are able to submit their Application for Service Retirement forms on the MyOCERS Portal.

**QUESTION TWO:**

**Q:** When will OCERS be mailing 1099s for 2018?

**A:** 1099-Rs for 2018 will be mailed at the end of January 2019. However, on November 30, 2018 OCERS will mail all payees a payment advice notice for the 12/1/2018 payment. This is the last monthly payment for 2018, and this advice notice will contain 2018 year-to-date benefit and deduction information to assist members with their tax preparation. Advice Notices for all months may also be obtained on the MyOCERS Portal.

**QUESTION THREE:**

**Q:** Can OCERS answer my questions about Retiree Medical Open Enrollment?

**A:** No. OCERS does not administer the retiree medical program. All questions about forms and coverage should be directed to the County of Orange Benefits Center.

**Member Approval Surveys:** 100%

**Un-Planned Recalculations:** 2

**Retirement Applications Received:**

<i>Oct - 2018</i>	49
<i>Sept - 2018</i>	40
<i>Aug - 2018</i>	55
<i>Jul - 2018</i>	67
<i>Jun - 2018</i>	44
<i>Apr - 2018</i>	73
<i>Mar - 2018</i>	51
<i>Feb - 2018</i>	163
<i>Jan - 2018</i>	204
<i>Dec - 2017</i>	58
<i>Nov - 2017</i>	75
<i>Oct - 2017</i>	47
<i>Sep - 2017</i>	42
<i>Aug - 2017</i>	69
<i>Jul - 2017</i>	48
<i>Jun - 2017</i>	65
<i>May - 2017</i>	60
<i>Apr - 2017</i>	47
<i>Mar - 2017</i>	79

MEMBER SERVICES TELEPHONE MERTICS

Member Services Call History			
Month / Year	Incoming Calls Through Queue	Incoming Calls Direct to Extension	Total Calls (Queue + Direct)
October 2018	1464	2135	3599
October 2017	860	3169	4029
October 2016	752	2894	3646

ACTIVITIES

INVESTMENT DEPARTMENT

Mr. Beeson provides an overview of Investment Team activities in the month of October:

As of September 30, 2018, the portfolio year-to-date is up 2.9% net of fees, while the one-year return is up 6.3%. The fund value now stands at \$15.9 billion. At the October 25<sup>th</sup> Investment Committee meeting, the Committee approved a new asset allocation policy. Risk mitigation increases in the new policy from 5% to 10%, and private equity goes from 8% to 10%. Credit decreases from 13 to 11%, and real assets declines from 22% to 17%. The 17% target within real assets includes 9% to real estate, 5% to energy, and 3% to infrastructure. The Investment Committee also approved a new asset class for unique strategies with a target of 0% and a range from 0 to 5%. This asset class will provide a home for strong individual managers that are not well-suited for the existing asset classes. TorreyCove presented the private real assets pacing plan, and the Committee approved the 2019 private real assets pacing plan and sub-sector ranges. The Investment Committee also approved the core open-end rebalancing plan of \$150 million from a generalist U.S. core open-end real estate manager to two specialist (U.S. core diversified niche property and U.S. core industrial) managers after a presentation from Townsend. William Blair delivered an educational presentation on the China A-Shares market and opportunities. Molly Murphy, OCERS' CIO, led a discussion on the materials for delegated authority, and OCERS' consultants described the fee philosophy that each utilize when evaluating a manager. Townsend presented the 2<sup>nd</sup> quarter 2018 real estate performance report, and TorreyCove reviewed the 1<sup>st</sup> quarter 2018 private equity performance report with the Committee. Finally, Molly Murphy gave a summary report of the new manager hires which include: \$75 million to Vista Equity Partners Fund VII within private equity; \$25

million to Hellman & Friedman Capital Partners IX within private equity; and \$75 million to Monroe Capital Private Credit Fund III within credit.

#### **ROBERT ACKER RETIREMENT**

Mr. Robert Acker retired from the County of Orange in the month of October with 50 years of service. He holds the record among all OCERS members past and present for the greatest number of years of service provided to the citizens of Orange County. On October 11 I had the privilege of interviewing Mr. Acker, with Mr. Robert Kinsler and Ms. Jayne Ritchey present to record our conversation on video. On October 25 there was a County-sponsored Retirement Party for Mr. Acker and Mr. Kinsler attended that event as well to record some of the highlights of that special event. We will include video footage of both the interview as well as the retirement party in an informational video to be played in 2020 as we celebrate OCERS' 75<sup>th</sup> Anniversary.

#### **OCERS INFORMATIONAL PRESENTATION FOR CONTRACT CITIES**

As you are aware, we held the Fourth Annual OCERS Informational Presentation for Contract Cities on Thursday, October 25. It was pure kismet that the meeting date that worked for the greatest number of city representatives happened to be the same date as the OCERS Board's Investment Committee meeting, allowing for a number of the city representatives to begin their morning by sitting and observing the OCERS Board in action. We had representatives of eight of the Contract Cities present, as well as staff from the Orange County Fire Authority and the County of Orange Sheriff's Department. The presentation was interactive and well received. One city representative approached at the conclusion of the meeting and said hearing OCERS staff speak so authoritatively and confidently regarding the pension plan and its components reassured him that the program was in good hands.

### **UPDATES**

#### **MASTER FINAL AVERAGE SALARY COMPONENTS REVIEW PROJECT**

We continue to make good progress on the Salary and Pay Item review project. The Pay Item Request form has been updated to include specific questions so the employers provide the required data for OCERS to determine whether or not the new Pay Item should be pensionable for Legacy and/or PEPRA members. The Pay Type information from the MOU/PSR documents has been documented for OC Law Library, San Juan Capistrano, TCA, Children & Families Commission, and Cemetery District. Work is still in progress to document the Pay Type information for the final three remaining employers (IHSS, LAFCO, and OCERS). We are finalizing the review of the current Pay Types from the MOU/PSR documents for the County, OCFA, Sanitation District, and Superior Court and applying the compensation earnable and pensionable compensation criteria from Legal. Questions are being submitted to the employers regarding Pay Types that do not seem to have a matching pay code, Pay Item Codes that have been used recently but do not match the Pay Type information from the MOU/PSR documents, and active Pay Item

Codes that have not been used since 2015. Monthly meetings with the CEO are being held to review the project status and address any policy questions.

**SERVICE CREDIT PURCHASES**

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My special thanks to Ms. Suzanne Jenike and Ms. Heidi Halbur for their team guidance as they report the following:

The Service Credit Purchase (SCP) team has made tremendous progress with the backlog of service credit purchase requests. So much so that they are completely caught up with all prior years requests and only 2018 requests are open and actively being worked on. Our goal is to turn around all requests in the timeliest possible manner and once all documentation is received that would be within six months. We are well on our way to achieving this goal which it is a direct result of a job well done by staff and the dedication of the leadership team.



As a reminder you will see this memo included with the BOARD COMMUNICATIONS document as part of the informational agenda for the December 17 meeting of the OCERS Board of Retirement.

I-8

## Memorandum

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**DATE:** December 17, 2018  
**TO:** Members of the Board of Retirement  
**FROM:** Steve Delaney, Chief Executive Officer  
**SUBJECT:** RETIRED EMPLOYEES ASSOCIATION OF ORANGE COUNTY – ISSUES UPDATE

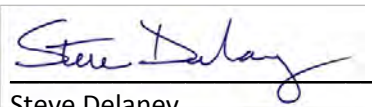
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### Background/Discussion

At the OCERS Board's continued invitation, Ms. Linda Robinson and Doug Storm, Co-Presidents of the Retired Employees Association of Orange County (REAOC) will be at the December 17<sup>th</sup> meeting.

As another year comes to a close, they will share thoughts and comments on the challenges faced by our retired members as well as comments regarding the services OCERS as an organization provides to those members.

### Submitted by:



Steve Delaney  
Chief Executive Officer