

Introduction

1. The person holding the office of Vice Chair of the Board as of the end of October of the year will appoint the members of each of the committees of the Board (with the exception of the Investment Committee) and the chair and vice chair of all of the committees of the Board. The Committee Chairs will exercise the powers and perform the duties and functions specified herein.

Duties and Responsibilities

2. With regard to their assigned committees, Committee Chairs will:
 - a. Preside at all meetings, ensuring that meetings are conducted in an efficient manner and in accordance with The Ralph M. Brown Act (California Government Code Section 54950, *et. seq.*) and the OCERS Rules of Parliamentary Procedure;
 - b. Guide the committee in achieving a harmonious atmosphere while allowing full and open debate;
 - c. Approve committee meeting agendas as prepared by the CEO;
 - d. Ensure coordination of meetings, agendas, schedules, presentations, and consultation with the OCERS Administration;
 - e. Work to ensure that committee deliberations are conducted with respect and professionalism;
 - f. Work to ensure that the committee discharges its duties and responsibilities as set forth in the County Employees Retirement Law of 1937, the committee's charter, the By-Laws, and the governance policies of the Board;
 - g. Facilitate effective and open communications between the committee, the Board and the CEO;
 - h. On behalf of the committee, report to the Board on the activities of the committee; and
 - i. Carry out such other functions and duties that may be prescribed by the Board or the Board Chair.

Charter Review

3. The Governance Committee will review this charter at least once every three (3) years and recommend any amendments to the Board for approval as necessary to ensure that the charter remains relevant and appropriate.

Charter History

This charter was adopted by the Board of Retirement on November 18, 2002 and revised on July 20, 2015, April 18, 2016 and June 17, 2019.



OCERS Board Charter Committee Chair Charter

Secretary's Certificate

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

A handwritten signature in blue ink that reads "Steve Delaney".

Steve Delaney, Secretary of the Board

06/17/2019

Date