

Date: July 18, 2018  
To: Board of Retirement  
From: James Wilbanks, Ph.D., Retirement Administrator  
Subject: Administrative Report

### **Quarterly Trustee Education and Training Report**

Attached is the updated Quarterly Trustee Education and Training Report. In order for Trustees to receive credit for attending training events, we must either receive a notice from the event provider or you must complete and submit a Report of Trustee Education and Training Form to MCERA. If you have attended training and the attached report does not reflect it, you need to complete the form.

### **Plan Frequently Asked Questions**

Attached is a draft list of questions for the Plan at a Glance document that has been renamed Plan Frequently Asked Questions (FAQ) from the Board Work Plan. In building this question list, I started with “Pension Questions to Ask Your Agency’s CFO, Actuary & Auditor” from the California Local Elected Officials (CLEO) website, which is affiliated with the California Policy Center. Please review the questions and let me know if you have any edits.

### **September 19, 2018 Meeting in Fort Bragg**

The September Board meeting is scheduled to begin at 10:00 AM at the Harbor Lite Lodge Meeting Center in the Downstairs Meeting Room. The Harbor Lite Lodge is located at 120 N. Harbor Dr., in Fort Bragg. Callan will be presenting the second quarter 2018 investment performance and discussing other options for real estate investing. Additionally, as directed I will present the talk I give to civic groups.

### **Reciprocity Policy**

Attached to this report is a new Staff policy that I have implemented at MCERA regarding reciprocity. This policy was issued in accordance with the authority granted to the Retirement Administrator under the Retirement Administrator Charter, Section III.C.7. The policy provides clear guidance to staff and Members regarding qualification and the establishment of reciprocity and other issues related to member reciprocity. We have posted the new policy on the MCERA website and plan to communicate with Active Members about the policy.

### **Investment Consultant Request for Proposal (RFP)**

The investment consultant RFP is nearly completed. We plan to send it to Trustees for review and comments within the next week. The planned release date of the RFP is August 17, 2018.

### **State Association of County Retirement Systems (SACRS) Legislative Report**

Attached is a copy of the SACRS Legislative Report for review. I have removed any bills that have already been enacted, vetoed or which have a Current Status of DEAD since these bills are not active legislation. This reduces the list of legislation by half.

### **SACRS 2019 Legislative Requests**

If MCERA intends to propose legislation to be sponsored by SACRS in the 2019 Legislative Session, the deadline to submit proposed legislation is September 5, 2018. Please let me know if the Board wishes to pursue any legislation.