

Date: November 7, 2018
To: Board of Retirement
From: James Wilbanks, Ph.D., Executive Director
Subject: Agenda Item 10) Administrative Report

Investment Consultant RFP Update

MCERA Staff is continuing its review of responses to the RFP. We plan to bring finalists forward for consideration at the December Board meeting.

Holiday Office Hours

As a reminder to the Board, the MCERA office will be closed to the public on Wednesday, November 24, 2018 as well as the County Thanksgiving Holidays of Thursday, November 25, 2018 and Friday, November 26, 2018. Additionally, MCERA will be closed on the County holiday on November 12, 2018 for the observance of Veterans Day.

Draft 2019 Board Meeting Calendar

Attached is a proposed draft of the 2019 Board Meeting dates. This will come before the Board for adoption in December.

Governance Evaluation

A link to the evaluation survey was emailed to Trustees on November 1, 2018. If you have not already done so, please complete the survey by November 30, 2018 so that we can compile the report and review the results during at the December 12, 2018 Board meeting. If you have not seen the email, please check your Spam or Junk folder. The email is from noreply@fga.com with a subject of GSAC Questionnaire.

Fiduciary Insurance Renewal, Waiver of Recourse Payments

It is time for the annual renewal of our fiduciary insurance. Please bring a check for \$9, made out to MCERA, to the November Board meeting.

MCERA Staff Response to Emergency Declarations

As directed by the Board, I have provided clarification to the MCERA staff on our response in the event of an emergency declaration by Mendocino County.