



Date: February 20, 2019
To: Board of Retirement
From: Judy Zeller, Administrative Assistant
Subject: Trustee Education and Training Annual Report

History:

On January 1, 2013 Section 31522.8 was added to the Government Code which requires trustees to receive education in general pension related topic areas. MCERA's Trustee Education and Travel Policy ensures that board members receive education and the reporting of that education is compliant with the new statute. Some highlights of the Trustee Education and Travel Policy include:

- ◇ Board members are required to complete a minimum of 24 hours of education within the first two years of assuming office and for every subsequent two-year period in which the board member continues to hold office.
- ◇ The goal of the policy is that all trustees agree to develop and maintain an adequate level of knowledge and understanding of relevant issues involved in the administration of MCERA throughout their terms as trustees of MCERA.
- ◇ Establishes a means for determining the programs, training, and educational sessions that qualify as Board member education. Educational seminars sponsored by the state, national pension fund organizations, and seminars sponsored by accredited academic institutions shall be deemed to meet board member educational requirements.
- ◇ Requires that each Board maintain a record of board member compliance with the Trustee Education and Travel Policy and that the Policy and an annual report on board member compliance be placed on MCERA's internet website.
- ◇ Mandates that the Board allocate sufficient funds annually in its budget to enable trustees to attend specified conferences.

Annual Trustee Education Report:

Attached is an annual trustee education and training report for the two-year period beginning 1/1/2017 and ending 12/31/2018, and a current list of future educational opportunities. Board members are required to complete a minimum of 24 hours of education within the first two years of assuming office and for every subsequent two-year period in which the board member continues to hold office. The previous two-year period began 1/1/15 and ended 12/31/2016.

Please note: Most educational conference hosts do not report hours of attendance to MCERA. In order to receive credit for educational hours trustees must complete and submit a Report of Trustee Education and Training form (attached) to MCERA. SACRS can provide a report to trustees regarding educational hours earned for each SACRS conference attended, if trustees complete and submit evaluation forms to SACRS for every conference presentation/session attended. SACRS evaluation forms are available at the entrance to every conference presentation/session.



MENDOCINO COUNTY EMPLOYEES RETIREMENT ASSOCIATION

2017-2018 Trustee Conference/Seminar Attendance and Educational Hours Credited										
Trustee	Jeri Harris	Craig Walker	Lee Parker	Kathryn Cavness	Patrick Sullivan	Richard Shoemaker	Shari Schapmire	Kathryn Smith	Tim Knudsen	Dan Gjerde
First Meeting Date	January 21, 2015	December 15, 2010	February 14, 2017	December 3, 2014	December 14, 2016	December 12, 2011	January 17, 2007	July 19, 2017	December 17, 2008	January 21, 2015
2-Year Report Cycle	2017-2018	2017-2018	2017-2018	2017-2018	2017-2018	2017-2018	2017-2018	2017-2018	2017-2018	2017-2018
2017										
Ethics Training 2017	2		2	2	2	2		2		
International Equity Manager Structure 1/18/17	.5	.5		.5	.5		.5		.5	.5
2017 Callan National Conference							7			
US Equity Manager Structure 3/15/17	.5	.5	.5	.5	.5	.5	.5		.5	.5
SACRS Spring Conference May 16-19, 2017	10			10.5					8.5	
Jack Ehnes, CEO CASTRS, Presentation 6/21/17	.5	.5	.5	.5	.5	.5	.5		.5	.5
Securities Lending Overview 7/19/17	.5	.5		.5	.5	.5	.5		.5	.5
UC Berkeley Investment Program 7/23-26/17			18	18						
Principles of Pension Management at Pepperdine 8/28-31/17					20.5					
Offsite Meeting 9/13&14/17	2	2	2	2	2	2	2	2	2	2
SACRS Fall Conference 11/14-17/17	8		9.8	10.65		TBD			8.5	
2017 Year End Totals	26	4	32.8	45.15	26.5	5.5	11	4	21	4



MENDOCINO COUNTY EMPLOYEES RETIREMENT ASSOCIATION

2017-2018 Trustee Conference/Seminar Attendance and Educational Hours Credited Continued										
Trustee	Jeri Harris	Craig Walker	Lee Parker	Kathryn Cavness	Patrick Sullivan	Richard Shoemaker	Shari Schapmire	Kathryn Smith	Tim Knudsen	Dan Gjerde
2018										
Ethics Training 2018									2	
2018 Callan National Conference 1/29-31/18			TBD							6.5
Capital Markets & ESG Education 2/21/18	2	2	2	2	2	2	2	2	2	2
CALAPRS Advanced Principles 3/28-30/2018					12					
Callan College-Intro to Investments 4/10-11/18			8							
4/18/18 Managing the Investment Function	1	1	1	1	1	1	1	1	1	1
SACRS Spring Conference 5/15-18/2018				15						
CALAPRS Trustees Roundtable 6/7/18	TBD							5		
Callan Market Intel Webinar 7/20/18										1.25
Callan College 7/12-25/2018								10		
CALAPRS Principles 8/27-30/2018								21		
9/19/18 Callan Real Assets Education	1.5	1.5	1.5	1.5	1.5	1.5		1.5	1.5	1.5
ESG Webinars							2			
2018 SACRS Fall Conference		15		12	15		11			
2018 Year End Totals	4.5	19.5	12.5	31.5	31.5	4.5	16	40.5	6.5	12.25
2 Year Period Ending 12/31/2018 Totals	30.5	23.5	45.3	76.65	58	10	27	44.5	27.5	16.25



Credit may also be received for viewing recordings of past educational conferences and participation in online trainings or webinars. If you would like to receive credit for other trainings or conferences attended which are related to retirement system issues, please complete and submit a Report of Trustee Education and Training Form. A copy of this form is included with this report. Please remember to submit your completed form to receive educational credit for trainings. Also, remember to submit travel receipts in order to receive reimbursement for your travel expense. Contact Judy Zeller for assistance.

2019 Educational Opportunities:

Anytime Callan Events and Education at <https://www.callan.com/callan-institute-events/>. Here you can review a list of upcoming Callan Educational Events, visit the Callan Research Library or view On-Demand Webinars. If you do not already have a Callan site login, register to obtain access at <https://www.callan.com/sign-in/subscribe/>.

Anytime Segal Consulting Webinars online at <https://www.segalco.com/publications-videos/videos-webinars/#PublicSector>

Anytime SACRS Past Conference Recordings are available upon request.

March 2-5, 2019	CALAPRS General Assembly	Monterey, CA
March 27-29, 2019	CALAPRS Advanced Principles of Pension Management for Trustees	Los Angeles, CA
April 16-17, 2019	Callan College	San Francisco, CA
May 7-10, 2019	SACRS Spring Conference	Tahoe, CA
June 7, 2019	CALAPRS Trustee's Roundtable	Burbank, CA
July 23-24, 2019	Callan College	San Francisco, CA
July 22-24, 2019	SACRS UC Berkeley Program	Berkeley, CA
August 26-29, 2019	CALAPRS Principles of Pension Management for Trustees	Malibu, CA
October 25, 2019	CALAPRS Trustee's Roundtable	Oakland, CA
November 12-15, 2019	SACRS Fall Conference	Monterey, CA
May 12-15, 2020	SACRS Spring Conference	San Diego, CA



REPORT OF TRUSTEE EDUCATION AND TRAINING

Trustee Name: _____

Name of Conference/Webinar: _____

Dates of Conference/Webinar: _____

List Each Presentation Topic and Materials Reviewed:

Brief Summary of Information and Knowledge Gained:

Evaluation of the Conference/Seminar and its Presentations:

I Would Recommend This Conference/Webinar to other Trustees: Yes: _____ No: _____

Total Number of Educational Hours Completed*: _____

*Excludes breaks and meals periods

Date

Signature

Please submit your completed form to Judy Zeller, Administrative Assistant, to receive credit for educational/training hours.