Date: April 17, 2019
To: Board of Retirement
From: Judy Zeller, Administrative Assistant
Subject: Trustee Education and Training Quarterly 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.

Quarterly Trustee Education Report:

Attached is a quarterly trustee education and training report for the two-year period beginning 1/1/2019 and ending 12/31/2020, 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 1/1/17 and ended 12/31/2018.

Please note: Most educational conferences do not report to MCERA on hours of attendance. 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 conference attended, if trustees report to SACRS by completing and submitting evaluation forms for every conference presentation/session attended. SACRS provides evaluation forms at the entrance to every conference presentation/session.

2019-2020 Trustee Conference/Seminar Attendance and Educational Hours Credited											
Trustee		**Jeri Harris**	**Quincy Cromer**	**Lee Parker**	**Kathryn Cavness**	**Julie Forrester**	**Richard Shoemaker**	**Shari Schapmire**	**Kathryn Smith**	**Tim Knudsen**	**Dan Gjerde**
First Meeting Date		**January 21, 2015**	**March 20, 2019**	**February 14, 2017**	**December 3, 2014**	**January 16, 2019**	**December 12, 2011**	**January 17, 2007**	**July 19, 2017**	**December 17, 2008**	**January 21, 2015**
2-Year Report Cycle		**2019-2020**	**2019-2020**	**2019-2020**	**2019-2020**	**2019-2020**	**2019-2020**	**2019-2020**	**2019-2020**	**2019-2020**	**2019-2020**
2019											
Ethics Training 2019						2					
2019 Callan National Conference		TBD		TBD			TBD				
Brown Act Training 1/25/19						2					
Harassment Prevention Training 2019		2		2	2	2	2	2	2	2	2
CA Institutional Forum 12/5/19				4							
Market Group Conference 2/11-12/19				4							
Harassment Prevention Training 3/27/19							2				
SACRS Spring Conference 5/7-10/19											
UC Berkeley Investment Program 7/23-26/17											
Principles of Pension Management at Pepperdine 8/28-31/17											
Offsite Meeting TBD											
SACRS Fall Conference 11/12-15/19											
2019 Year End Totals		2		10	2	6	4	2	2	2	2

2019-2020 Trustee Conference/Seminar Attendance and Educational Hours Credited Continued											
Trustee		Jeri Harris	Quincy Cromer	Lee Parker	Kathryn Cavness	Julie Forrester	Richard Shoemaker	Shari Schapmire	Kathryn Smith	Tim Knudsen	Dan Gjerde
2020											
Ethics Training 2020											
2020 Callan National Conference											
CALAPRS Advanced Principles											
Callan College-Intro to Investments											
2020 SACRS Spring Conference											
CALAPRS Principles											
2020 SACRS Fall Conference											
2020 Year End Totals											
2 Year Period Ending 12/31/2018 Totals											

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.

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.