

James R. Wilbanks, Ph.D.  
Retirement Administrator



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**MENDOCINO COUNTY**  
EMPLOYEES' RETIREMENT ASSOCIATION  
625-B KINGS COURT  
UKIAH, CALIFORNIA 95482-5027

Date: January 18, 2017  
To: Board of Retirement  
From: James Wilbanks, Retirement Administrator  
Subject: December 2016 Retirement Report

MEMBERSHIP AS OF DECEMBER 31, 2016:

| <b>MEMBERSHIP CATEGORY</b>  | <b>NUMBER OF MEMBERS</b> |
|-----------------------------|--------------------------|
| <b>ACTIVE MEMBERS</b>       | 1,146                    |
| <b>ACTIVE DECEASED</b>      | 0                        |
| <b>RETIRED MEMBERS</b>      | 1,442                    |
| <b>RETIRED DECEASED</b>     | 4                        |
| <b>NEW MEMBERS</b>          | 16                       |
| <b>TERMINATIONS</b>         | 18                       |
| <b>WITHDRAWN NOT VESTED</b> | 6                        |
| <b>WITHDRAWN VESTED</b>     | 1                        |
| <b>INACTIVE VESTED</b>      | 323                      |

RETIREMENTS PROCESSED IN DECEMBER:

| <b>Retiree Name</b> | <b>Date</b> | <b>Department</b> | <b>Service</b> | <b>Benefit</b> |
|---------------------|-------------|-------------------|----------------|----------------|
| Devi Allen          | 11/06/16    | Courts            | 16.41644       | \$ 675.10      |
| Elmer French        | 11/05/16    | DOT               | 10.36818       | \$ 920.65      |
| Tracy Schneiter     | 11/30/16    | DSS               | 11.85145       | \$1,040.57     |
| Gail Sanders        | 11/05/16    | Jail              | 9.05226        | \$ 676.92      |
| Steve Adams         | 04/26/16    | Jail              | 8.05604        | \$1,245.53     |

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Date: January 18, 2017  
To: Board of Retirement  
From: Judy Zeller, Administrative Assistant  
Subject: Trustee Education and Training Annual Report

**History:**

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, adopted December 12, 2012, 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:**

Provided below is a trustee education and training report for the two-year period ending 12/31/2016 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. For the majority of board members the current two-year period began 1/1/2017, the previous two-year period began 1/1/15 and ended 12/31/2016, and the first two-year period began 1/1/2013 and ended 12/31/2014 per the government code.

**2015-2016 Trustee Conference/Seminar Attendance and Educational Hours Credited**

| Trustee  | Jeri Harris      | Craig Walker      | John Sakowicz     | Kathryn Cavness  | Randall Goodman   | Richard Shoemaker | Shari Schapmire  | Ted Stephens     | Tim Knudsen       | Dan Gjerde       |
|--|------------------|-------------------|-------------------|------------------|-------------------|-------------------|------------------|------------------|-------------------|------------------|
| First Meeting Date                                     | January 21, 2015 | December 15, 2010 | February 15, 2012 | December 3, 2014 | December 17, 2008 | December 12, 2011 | January 17, 2007 | January 19, 2011 | December 17, 2008 | January 21, 2015 |
| 2-Year Report Cycle                                    | 2015-2016        | 2015-2016         | 2015-2016         | 2015-2016        | 2015-2016         | 2015-2016         | 2015-2016        | 2015-2016        | 2015-2016         | 2015-2016        |
| <b>2015</b>  |                  |                   |                   |                  |                   |                   |                  |                  |                   |                  |
| Ethics Training 2015                                   | 2.50             | 2.00              |                   | 3.00             | 2.00              |                   | 2.00             |                  |                   |                  |
| 2015 Callan National Conference                        |                  |                   |                   |                  | 8.00              | 7.75              | 7.75             |                  |                   |                  |
| CALAPRS Advanced Pension Mgmt for Trustees 1/28-30/15  |                  |                   | 24.00             |                  |                   |                   |                  |                  |                   |                  |
| CALAPRS General Assembly 3/8-10/15                     |                  |                   |                   | 17.00            |                   |                   |                  |                  |                   |                  |
| SACRS Spring Conf 5/12-15/15                           |                  |                   |                   | 12.00            |                   |                   |                  |                  | 12.00             |                  |
| Retirement Benefits Presentation 4/14/15               | .5               | .5                | .5                | .5               | .5                | .5                | .5               | .5               | .5                | .5               |
| Series 66 Securities                                   |                  |                   |                   |                  |                   |                   |                  | 24.00            |                   |                  |
| Retirement Benefits Calculation 6/17/15                | .5               | .5                | .5                | .5               | .5                |                   | .5               | .5               | .5                | .5               |
| Fiduciary Responsibility 8/13/15                       | .5               | .5                | .5                | .5               | .5                | .5                | .5               | .5               | .5                | .5               |
| CALAPRS Principles of Pension Mgmt 8/25-28/15          |                  |                   |                   | 24.00            |                   |                   |                  |                  |                   |                  |
| SACRS Fall Conf 11/17-20/15                            |                  | 13.00             |                   |                  | 13.25             |                   | 15.40            |                  |                   |                  |
| <b>2016</b>  |                  |                   |                   |                  |                   |                   |                  |                  |                   |                  |
| Ethics Training 2016                                   |                  |                   | 2                 |                  |                   |                   | 2                | 2                | 2                 | 2.25             |
| Callan Introduction to Investments 1/19/16             | 1.5              | 1.5               | 1.5               | 1.5              | 1.5               | 1.5               | 1.5              | 1.5              | 1.5               | 1.5              |
| 2016 Callan National Conference                        |                  |                   | X                 |                  | 12                |                   |                  |                  |                   |                  |
| CALAPRS Advanced Principles of Pension Mgmt 1/27-29/16 |                  |                   |                   | 24               |                   |                   |                  |                  |                   |                  |
| Harassment Training 3/16/16                            | 2                |                   | 2                 | 2                | 2                 | 2                 | 2                | 2                | 2                 | 2                |
| Asset Allocation Categories 4/20/16                    | 1                | 1                 | 1                 | 1                | 1                 | 1                 | 1                | 1                | 1                 | 1                |

|  |             |           |             |             |              |              |              |             |           |              |
|--|-------------|-----------|-------------|-------------|--------------|--------------|--------------|-------------|-----------|--------------|
| Spring SACRS 5/10-13/2016 (DVDs)                 | 4           |           |             |             |              |              |              |             |           |              |
| Private Equity and Multi Asset Class 5/18/16     | 0           | 1         | 1           | 1           | 1            | 0            | 1            | 0           | 1         | 1            |
| Reciprocity Training 7/20 2016                   | 0           | 0         | .5          | .5          | .5           | 0            | .5           | .5          | .5        | .5           |
| Callan Real Estate and Manager Structure 9/21/16 | .5          | .5        | .5          | .5          | .5           | .5           | .5           | .5          | .5        | .5           |
| Callan US Fixed Income Structure 11/2/16         | .5          | .5        | .5          | .5          | .5           |              | .5           | .5          | .5        | .5           |
| CSAC 2016  |             |           |             |             |              |              |              |             |           | 22.5         |
| Segal 2016 Online                                | 1           |           |             |             |              |              |              |             | 1         |              |
| Callan 2016 Online                               | 1           |           |             |             |              |              |              |             | 1.5       |              |
| CA Institutional Investor Forum 12/8/16          | 8           |           |             |             |              |              |              |             |           | 8            |
| <b>2 Year Period Ending 12/31/2016 Totals</b>    | <b>24.5</b> | <b>21</b> | <b>34.5</b> | <b>88.5</b> | <b>43.75</b> | <b>13.75</b> | <b>35.65</b> | <b>33.5</b> | <b>25</b> | <b>41.25</b> |

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.

**2017 Educational Opportunities:**

Anytime Callan Research online at <https://www.callan.com/research/>  
(If you do not already have a password choose request password to obtain access to the Callan site.)

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

Anytime CALAPRS Past General Assembly Speaker Presentations online at  
<http://www.calaprs.org/content/past> (If you do not already have a password you may request a user account in the left hand login screen for access.)

Anytime SACRS Past Conferences and Programs online at  
<http://www.sacrs.org/past-conferences>.

|                      |   |                       |
|----------------------|---|-----------------------|
| February 3, 2017     | CALAPRS Trustee Roundtable  | San Jose, CA          |
| March 4-7, 2017      | CALAPRS General Assembly  | Monterey, CA          |
| May 16-19, 2017      | SACRS Spring Conference   | Napa, CA              |
| June 2, 2017         | CALAPRS Trustee Roundtable  | Burbank, CA           |
| July 24-26, 2017     | SACRS Modern Investment Theory<br>& Practice for Retirement Systems | UC Berkeley           |
| August 28-31, 2017   | CALAPRS Principles of Pension<br>Management                         | Pepperdine University |
| October 27, 2017     | CALAPRS Trustee Roundtable  | San Jose, CA          |
| November 14-17, 2017 | SACRS Fall Conference   | Burlingame, CA        |



## Mendocino County Employees' Retirement Association

625-B Kings Ct. Ukiah, CA 95482 · (707) 463-4328 · Fax (707) 467-6472

### **REPORT OF TRUSTEE EDUCATION AND TRAINING**

Name of Board Member: \_\_\_\_\_

Name of Conference/Seminar: \_\_\_\_\_

Dates of Conference/Seminar: \_\_\_\_\_

List Each Presentation Attended or Presentation Materials Reviewed:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Brief Summary of Information and Knowledge Gained:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Evaluation of the Conference/Seminar and its Presentations:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I Would Recommend This Conference/Seminar to other Board Members: Yes: \_\_\_\_\_ No: \_\_\_\_\_

Total Number of Educational Hours Completed\*: \_\_\_\_\_

\*Excludes breaks and meals periods

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

Please Submit Completed Form to Judy Zeller, Administrative Assistant, to receive credit for educational/training hours.