



# BOARD OF ADMINISTRATION

## Meeting Minutes - Final Federated Disability Committee

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Tuesday, August 6, 2024

10:00 AM

1737 N. First St. Suite 580, San Jose, CA  
95112

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### HYBRID MEETING

#### PHYSICAL LOCATION:

1737 North First Street, Suite 580  
San Jose, CA 95112

#### ZOOM INFORMATION:

zoom.us  
Dial In: +1 669-219-2599 US (San Jose)  
Meeting ID: 921 0188 2546  
Passcode: 242723

#### **DISABILITY COMMITTEE MEMBERS**

*Mark Linder, Chair*  
*Julie Jennings, Trustee -- 855 E. Hilton Dr., Boulder Creek, CA 95006*  
*Matthew Faulkner, Trustee*

*Roberto L. Peña, CEO, Office of Retirement Services*  
*Sandra Castellano, Benefits Division Manager*

*Russ Richeda, Disability Counsel*

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**Present** 3 - Mark Linder, Julie Jennings, and Matthew Faulkner

The Federated Disability Committee met in person at 1737 N. First St., Ste 580, San Jose, CA 95112 and via Zoom on Wednesday, August 6, 2024 at 10:00 a.m. The meeting was called to order at 10:00 a.m. by Chair Linder followed by roll call.

**Board Members Present: Mark Linder and Matthew Faulkner.**

**Board Members Present via Zoom utilizing the Traditional Brown Act rules: Julie Jennings. Chair Linder questioned Trustee Jennings on whether she met the qualifications to teleconference under the Brown Act, and Trustee Jennings responded in the affirmative.**

**Retirement Staff Present: Roberto Peña, Sandra Castellano, Amy Dickinson, Cynthia Ayala, David Torres, Sherrell Aledo, and Chris Ha.**

**Retirement Staff Present via Zoom: Barbara Hayman and Linda Alexander, Edith Aldama.**

**Also Present: Jimmy Cotillon, Applicant.**

**Also Present via Zoom: Russ Richeda, Disability Counsel; Geoff Miranda, PRNS; Sarah Steele, OER; Jennifer Otani, Police Department; and Lara Walker, PRNS.**

**I. AB 2449 REMOTE APPEARANCE(S)**

**a. Just Cause Circumstance(s) (Gov't Code § 54953)**

- i. The following Trustee(s) have notified the Board of a "Just Cause" to attend this meeting via teleconference.

**NONE**

- ii. Call for Trustee(s) who wish to notify the Board of a "Just Cause" to attend this meeting via teleconference.

**b. Emergency Circumstance(s) (Gov't Code § 54953)**

- i. The following Trustee(s) have requested the Board approve their attendance of this meeting via teleconference due to an "Emergency Circumstance".

**NONE**

- ii. Call for Trustee(s) requesting the Board approve their attendance of this meeting via teleconference due to an "Emergency Circumstance".

iii. Take action on request(s) for remote appearance.

- **CALL TO ORDER**

- **ORDERS OF THE DAY**

Chair Linder read the following into the record:

**A FEW GROUND RULES FOR THIS MEETING**

- All votes will be roll call votes.
- We are holding this meeting as a hybrid meeting, and so those who are attending virtually, please mute yourself unless you are speaking and if you wish to speak, please raise your hand and staff will alert the Chair.

Orders of the Day:

- None.

WAIVE SUNSHINE:

- None.

**1. CONSENT CALENDAR**

a. Approval of the Minutes of the Federated Disability Committee meeting from June 5, 2024.

**A motion was made to approve the Consent Calendar.**

**Approved. (M.S.C. Faulkner/Jennings 3-0-0) .The motion passed by roll call vote.**

**2. Application for a Change of Status to Service-Connected Disability Retirement**

a. **Margaret Barajas**, Staff Specialist, Police Department, Request for Change of Status to Service-Connected Disability Retirement, effective February 5, 2022; 24.44\* years of service.

**Amy Dickinson, Senior Benefits Analyst, informed the committee that Margaret Barajas' attorney had contacted staff and withdrawn Barajas' application.**

**A motion was made to accept the withdrawal of Barajas' application with prejudice. This case will go to the Board on the Consent Calendar on September 19, 2024.**

**Approved. (M.S.C. Jennings/Faulkner 3-0-0). This motion passed by roll call vote.**

b. **Jimmy Cotillon**, Park Maintenance Repair Worker II, Parks, Recreation and Neighborhood Services Department, Request for Change of Status to Service-Connected Disability Retirement, effective October 1, 2022; 32.75\* years of service.

**This item was heard after 3c.**

**Amy Dickinson, Senior Benefits Analyst, read the applicant's case information into the record.**

Mr. Cotillon, applicant, was present in person. Russ Richeda, Disability Counsel, clarified for the committee the specific body parts he focused on. Counsel Richeda also spoke to the service-connection of the injuries, and concluded the committee should recommend approval for the Change of Status to a Service-Connected Disability Retirement to the Board. Mr. Cotillon made a few comments and thanked the committee.

A motion was made to recommend approval of a Change in Status to a Service-Connected Disability Retirement to the Board. This case will go to the Board on the Consent Calendar on September 19, 2024.

Approved. (M.S.C. Jennings/Faulkner 3-0-0). This motion passed by roll call vote.

### **3. NEW BUSINESS**

- a. Federated Disability Retirement Applications Dashboard.

Sandra Castellano, Benefits Division Manager, introduced this item and answered questions from the committee. CEO Peña suggested a few changes on the chart.

- b. Overview of the Age of Federated Disability Applications.

Sandra Castellano, Benefits Division Manager, introduced this item and answered questions from the committee.

- c. Feedback on Federated Disability Retirement Application Rules and Procedures.

Sandra Castellano, Benefits Division Manager, introduced this item and explained the suggested changes to the committee. Staff answered questions from the committee.

- **PROPOSED AGENDA ITEMS**

The committee requested that staff present an update on item 3c. at the next meeting.

- **PUBLIC COMMENTS**

None.

- **ADJOURNMENT**

This meeting was adjourned at 11:07 a.m.

Minutes Recorded, Prepared and Respectfully submitted by,

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Roberto L. Peña, CEO, Office of Retirement Services

In accordance with the requirements of AB 2449, the Board of Administration (“Board”) will generally, upon request, provide appropriate aids and services leading to effective communication for individuals with disabilities so they can participate equally in the Board’s meetings, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, vision or other disabilities. Anyone who requires an auxiliary aid or service for effective communication to participate in a Board meeting should contact the designated contact in Office of Retirement Services as far in advance of the scheduled meeting as possible. The Board strongly encourages individuals with disabilities to endeavor to submit requests for reasonable accommodation no later than five (5) business days before the scheduled meeting, as the Board may not be able to grant requests for reasonable accommodations without sufficient advance notice. The Board strongly encourages individuals with disabilities to submit their written requests via email or regular mail to facilitate tracking and response; however, if the submission of a written request constitutes a hardship, individuals may call the Office of Retirement Services to submit an oral request. The designated contact in the Office of Retirement Services will endeavor to respond to each request within three (3) business days of receipt of the request. Depending on the request, the designated contact in the Office of Retirement Services may ask to schedule a time to discuss the request (which may occur virtually) to determine the most appropriate auxiliary aid or service, therefore the request is resolved.

#### **ADA Designated Contact Information**

**Attention: Deputy Director/Chief Operations Officer, Office of Retirement Services**

**Address: 1737 N First St #600, San Jose, CA 95112**

**Email: #Retire\_Admin@sanjoseca.gov**

#### **THE LEVINE ACT**

Senate Bill 1439 (“Levine Act”) amended Government Code Section 84308 and requires disclosure and recusal by a local elected official and some members of boards and commissions if they receive campaign contributions over \$250 from a party, a participant with a financial interest in a proceeding, or their respective agents. The Levine Act was an anti-corruption law intended to curb “pay-to-play” and enhance public trust so that decision-makers can maintain their independence from the influence of donations for political campaigns. SB 1439 expanded the scope from state agency appointees or appointed local officials to include local elected officials. Please visit <https://www.sanjoseca.gov/your-government/appointees/city-clerk/levine-act> for updated forms and information.