

MEMORANDUM

TO: BOARD OF POLICE & FIRE DEPARTMENT RETIREMENT PLAN

FROM: VALTER VIOLA (CORTEX)

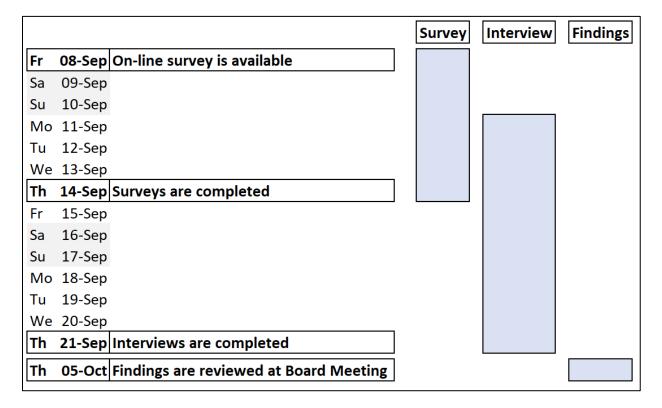
SUBJECT: 2023 BOARD PERFORMANCE ASSESSMENT

DATE: SEPTEMBER 7, 2023
CC: ROBERTO PENA (CEO)

The Board Performance Assessment Policy requires the Board to self-assess its performance every two years by having trustees:

- **complete an on-line survey** (< 30 minutes) that allows trustees to evaluate and comment on the effectiveness of the Board and its committees; and
- participate on a 1-on-1 call with Cortex (~ 15 minutes) to clarify any comments made in the survey or to provide verbal feedback that was not included in the survey responses.

The timeline for completing the survey and participating in an interview is below; Cortex plans to share its findings from the surveys and interviews at the October Board meeting.



Confidentiality:

Trustees' feedback from both the surveys and interviews will be anonymous (i.e., only Cortex will know which feedback came from which trustee). Also, Cortex's Report of Findings will aggregate all responses to maintain anonymity; Cortex will not identify the responses of individual trustees in the Report.