



BOARD OF ADMINISTRATION

Meeting Minutes - Final Police & Fire Department Retirement Plan and Health Care Trust

Thursday, October 2, 2025

9:00 AM

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

95112

HYBRID MEETING

PHYSICAL LOCATION:

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

ZOOM INFORMATION:

zoom.us

Dial In: +1 408 638 0968 US (San Jose)

Meeting ID: 950 9131 0508

BOARD MEMBERS

Franco Vado, Chair, Police Retiree Rep (Term Expires 11/30/28)
Andrew Gardanier, Vice-Chair, Fire Active Rep (Term Expires 11/30/27)
Eswar Menon, Trustee, Public Member (Term Expires 11/30/26)
Sunita Ganapati, Trustee, Public Member (Term Expires 11/30/26)
David Kwan, Trustee, Public Member (Term Expires 11/30/28)
Howard Lee, Trustee, Public Member (Term Expires 11/30/26)
Richard Santos, Trustee, Fire Retiree Rep (Term Expires 11/30/26)
David Woolsey, Trustee, Police Active Rep (Term Expires 11/30/28)
*Gretchen Flicker, Trustee, Public Member (Term Expires 04/30/27) -- 4300 W River Parkway, Unit 225,
 Minneapolis, MN 55406*

George Casey, City Council Liaison to the Board

Maytak Chin, General and Fiduciary Counsel

John Flynn, CEO, Office of Retirement Services

The Board of Administration of the Police and Fire Department Retirement Plan and Health Care Trust met in person at 1737 N. First St., Suite 580, San Jose, CA 95112 and via Zoom on Thursday, October 2, 2025 at 9:00 a.m. Chair Vado called the Pension Plan and Health Care Trust meeting to order at 9:02 a.m. followed by roll call.

Board Members Present: Franco Vado, David Woolsey, Richard Santos, Andrew Gardanier, Howard Lee, Sunita Ganapati, and David Kwan.

Trustee Menon arrived at 9:14 a.m.

Board Members Present via Zoom utilizing the Traditional Brown Act teleconferencing rules: Gretchen Flicker. Counsel Chin questioned Trustee Flicker on whether she met the qualifications to teleconference under the Brown Act, and Trustee Flicker responded in the affirmative. Counsel Chin advised that all votes must be roll-call votes.

Retirement Staff Present: John Flynn, Prabhu Palani, Barbara Hayman, David Aung, Ryan Reynaldo, Chris Ha, Jay Kwon, Ellen Lee, Dhinesh Ganapathiappan, Christina Wang, Jennifer You, Harrison Pearce, Sherrell Aledo, Edith Aldama, and Gabriela Romero-Castrejon.

Retirement Staff Present via Zoom: Nam Cao, Benjie Chua-Foy, Julie He, Ron Kumar, Shilpi Dwivedi and Veronica Solorio.

Also Present: Maytak Chin and Christopher Maldonado, General and Fiduciary Counsel; George Casey, Council Liaison; Laura Wirick and Colin Kowalski, Meketa Investment Group; Bill Hallmark and Anne Harper, Cheiron; and Eileen Neill and Brian Kwan, Verus.

Also Present via Zoom: Julie Becker and Benita Harper, Aon Consulting, Inc.; Kaci Boyer, Neuberger Berman; Jason Kobilka, Public Member; and Roberto Sapien, Public Member.

ADA ALERT

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, before 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
Phone: 408-794-1000 (ORS Main Line)

THE LEVINE ACT

The Levine Act requires a Party in a Proceeding before the City of San José that involves any action related to their contract, license, permit, or use entitlement to disclose any campaign contributions to City elected or appointed officials totaling more than \$500 within the 12 months prior to the City decision. A Participant to a Proceeding may voluntarily report a campaign contribution on the form located on the Levine Act webpage.

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.

AGENDA

CALL TO ORDER AND ROLL CALL

CLOSED SESSION

CLOSED SESSION AGENDA ITEMS WILL BE HEARD AT 9:00 A.M.

I. CLOSED SESSION NEW BUSINESS

Closed Session was heard immediately after item 5.1. The Board entered into Closed Session at 9:16 a.m.

- A. **CLOSED SESSION**: CONFERENCE WITH LABOR NEGOTIATOR PURSUANT TO GOVERNMENT CODE SECTION 54957.6(a). Agency designated representatives: Eswar Menon, Investment Committee Chair. Unrepresented employees: Chief Investment Officer. There was no reportable action for this item from Closed Session.

- B. **CLOSED SESSION**: CONFERENCE WITH LEGAL COUNSEL - PENDING LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(a). *San Jose Police and Fire Department Retirement Plan v. Ok Hui Moyland, et al.*, Alameda County Superior Court, Case No. 25CV137712.

There was no reportable action for this item from Closed Session.

The Board came out of Closed Session at 9:43 a.m.

OPEN SESSION - will reconvene following Closed Session, estimated to be 9:30 a.m.

Open Session re-convened at 9:44 a.m.

ORDERS OF THE DAY

This was heard immediately after roll call.

Orders of the Day:

-Items 3a & 7.8b to be heard together.

A motion was made to waive sunshine on attachments 4g(3) & 1.5c.

Approved. (M.S.C. Santos/Woolsey 8-0-0). This motion passed unanimously by roll call vote.
Trustee Menon was absent for this vote.

• **PUBLIC/RETIREE/GENERAL COMMENTS - Not Related to A Specific Agenda Item**

None.

1. CONSENT CALENDAR

This item was heard immediately after the Board's Sunshine Motion.

A motion was made to approve the Consent Calendar.

Approved. (M.S.C. Santos/Gardanier 8-0-0). This motion passed unanimously by roll call vote.
Trustee Menon was absent for this vote.

1.1 Approval for a Service-Connected Disability Retirement

- a. **Michelle Perry**, Police Officer, Police Department, Request for Service-Connected Disability Retirement, effective October 11, 2025; 26.07* years of service. (*Disability Committee Recommendation: Approval*)

1.2 Approval for a Change in Status to Service-Connected Disability Retirement

- a. **John Hutchings**, Police Lieutenant, Police Department, Request for Change of Status to Service-Connected Disability Retirement, effective May 13, 2023; 32.05* years of service. (With Reciprocity - 25.95 CSJ + 6.10 PERS = 32.05 YOS) (*Disability Committee Recommendation: Approval*)
- b. **Melvin P. Meeks**, Fire Captain, Fire Department, Request for Change of Status to Service-Connected Disability Retirement, effective February 23, 2023; 25.01* years of service. (*Disability Committee Recommendation: Approval*)
- c. **Heather Randol**, Deputy Chief of Police, Police Department, Request for Change of Status to Service-Connected Disability Retirement, effective January 18, 2025; 25.82* years of service. (*Disability Committee Recommendation: Approval*)

1.3 Approval Of Board Minutes

- a. Approval of the Board Minutes of September 4, 2025.

1.4 Approval of Return of Contributions - NONE

- a. Voluntary | Involuntary

1.5 Communication and Information Reports

- a. Police and Fire Retirement System Dashboard.
- b. Report of the Monthly Board Expenses for June 2025. Receive and file.
- c. Q4 FY24-25 Budget to Actual Quarterly Budget Report.
- d. Updated 2026 Police and Fire Meeting Schedule Calendar. Receive and file.
- e. August 7, 2025 Police and Fire Board Meeting Report Out of Closed Session Item I.C: Significant exposure to litigation pursuant to Section 54956.9(d)(2): One Case.
- f. **Educational Travel**
David Woolsey, SACRS Fall Conference 2025, Hyatt Regency Huntington Beach Resort & Spa, Huntington Beach, CA, November 11-14, 2025.

1.6 Education and Training

- a. CALAPRS 2025 Program Calendar.
- b. Quarterly Trustee Education Opportunities Report.
- c. NCPERS Fall Conference, Omni Fort Lauderdale Hotel, Fort Lauderdale, FL, October 26-29, 2025.
- d. SACRS Fall Conference 2025, Hyatt Regency Huntington Beach Resort & Spa, Huntington Beach, CA, November 11 - 14, 2025.
- e. CALAPRS Virtual Investments Round Table, November 21, 2025.

1.7 Approval Of Travel and Reimbursements

- a. John Flynn, CEO
 - GovAI Coalition Summit 2025 and Government Town Hall, San José Convention Center, San José, CA, November 5-7, 2025.
- b. Reimbursements
 - John Flynn's 'Moving Expenses' for September 18, 2025, pursuant to CEO Employment Contract, Paragraph 3(C), Exhibit E.

2. INVESTMENTS

- a. Oral update by CIO, Prabhu Palani.

This item was heard after Closed Session.

CIO Palani provided an update and reported on the following unaudited estimated performance by Meketa Investment Group:

- For FYTD as of September 30, 2025, the Pension Plan was up 4.2%.
- For FYTD as of September 30, 2025 the Health Care Trust was up 5.15%.

- b. Presentation of Calendar 1st Quarter 2025 private equity report by Neuberger Berman.

Kaci Boyer, Neuberger Berman presented the item and answered questions from Trustees Lee and Menon. Dhinesh Ganapathiappan, Senior Investment Officer, also spoke to the item and answered questions from Trustee Ganapati.

- c. Presentation of Calendar 1st Quarter 2025 private markets report by Meketa Investment Group.

Laura Wirick, Meketa Investment Group, presented the item and answered questions from Trustee Menon. Dhinesh Ganapathiappan, Senior Investment Officer, assisted with answering questions from Trustee Menon. Trustee Menon also added comments.

- d. Presentation of Calendar 2nd Quarter 2025 performance report for Pension Plan by Meketa Group.

Colin Kowalski, Meketa Investment Group, presented the item and answered a question from Trustee Ganapati.

- e. Presentation of Calendar 2nd Quarter 2025 performance report for Health Care Trust by Meketa Investment Group.

Colin Kowalski, Meketa Investment Group, presented the item. Laura Wirick, Meketa Investment Group, and CIO Palani answered questions from Trustee Kwan. CIO Palani and Bill Hallmark, Cheiron, also assisted with answering questions from Trustee Santos. Trustee

Kwan also added comments.

3. OLD BUSINESS CONTINUED-DEFERRED ITEMS

- a. Discussion and action on the Investment Policy Statement revisions by Meketa Investments, Verus Investments, and Aon and approval of Resolution number 4847.

This item was heard together with item 7.8b, but action taken separately per agenda item.

Eileen Neill, Verus, and Laura Wirick, Meketa Investment Group, presented the item and answered questions from the Board. Trustees Menon, Kwan, Lee, Woolsey, Ganapati, Flicker, and Chair Vado added comments. Julie Becker, Aon Consulting, and CEO Flynn also added comments. Chair Vado asked a question of Counsel Chin. Counsel Chin answered the question and added comments. Chair Vado asked a question of the Investment Team. CIO Palani assisted with answering the question and added comments.

After a lengthy discussion, a motion was made to have the investment limits presented in the Staff Procedures document to be added to the IPS under the Board's authority, to revise language on page 12 of attachment 3a(3) accordingly, and to have the IPS with these incorporated changes brought back to the Board for approval at its next Regular meeting.

An amended motion was made to also make additional revisions to section 7 of the IPS to match the executive summary. The amended final motion was to have the investment limits added to the IPS, to revise language on page 12 of attachment 3a(3) accordingly, to revise section 7 to match the executive summary in the IPS, and to have the IPS with incorporated changes come back to the Board for approval at its next Regular meeting.

Approved. (M.S.C. Menon/Gardanier 9-0-0). The motion passed unanimously by roll call vote.

The Board took a break from 11:50 a.m. - 11:59 a.m.

4. NEW BUSINESS

- a. Oral update by CEO, John Flynn.

This item was heard after the Consent Calendar.

CEO Update included updates on:

- Staffing and recruiting
- MemberDirect upgrade
- Medicare Advantage Rates – no Medicare Part B Reimbursements due to rate increases
- Open Enrollment planning and dates:
 - o Runs November 1 – 30
 - o POA and SJREA presentations at the October 9 meetings
 - o Packets due to arrive on or around October 27
 - o Retiree Health Fair November 5 at Leininger Center
- Procurements and Contracts
- Strategic Planning

- Suite 560 Office Space
- Staff Climate Survey
- Quarterly Retirement Workshop on Thursday, February 26, 2026.

Trustee Ganapati asked a question, and CEO Flynn answered the question. Trustee Santos and CEO Flynn also added comments. A public comment was made by Antonio, public member. Chair Vado addressed his question.

- b. Oral update from the City Council Liaison to the Board.

This item was heard after the Board item 7.8b.

City Council Liaison, Councilmember George Casey, updated the Board on matters before the City Council and relevant to the Board. Chair Vado added comments.

- c. Discussion and action on merit and executive days for the fiscal year ending June 30, 2026, for the Chief Investment Officer position.

Trustee Menon introduced this item.

A motion was made to approve a 3% merit increase and five executive days for fiscal year ending June 30, 2026 for the CIO position.

Approved. (M.S.C. Menon/Woolsey 9-0-0). The motion passed unanimously by roll call vote.

- d. Discussion and action on Pension economic assumptions for the June 30, 2025 Actuarial Valuation to be presented by Cheiron.

Bill Hallmark and Anne Harper, Cheiron, presented the item and answered questions from Trustees Kwan, Woolsey, Ganapati and Vice-Chair Gardanier.

A motion was made by Trustee Menon to approve the Pension economic assumptions for the June 30, 2025 Actuarial Valuation. Trustees Woosley and Menon, Chair Vado, and Vice-Chair Gardanier added comments.

After discussion, Trustee Menon withdrew his motion.

After further discussion, this item was deferred to the November 6, 2025 Board meeting.

- e. Discussion and action on the results of the Request for Proposal (“RFP”) for Disability Medical Services, including Board authorization for the CEO to negotiate and execute a six-year agreement with four one-year options to extend with ExamWorks for an amount not to exceed \$2,000,000.

CEO Flynn spoke to the item.

A motion was made to authorize the CEO to negotiate and execute a six-year agreement with four one-year options to extend with ExamWorks for an amount not to exceed \$2,000,000.

Approved. (M.S.C. Santos/Woolsey 9-0-0). The motion passed unanimously by roll call vote.

- f. Discussion and action on the results of the Request for Proposal (“RFP”) for Disability Medical

Services, including Board authorization for the CEO to negotiate and execute a six-year agreement with four one-year options to extend with MMRO for an amount not to exceed \$500,000.

A motion was made to authorize the CEO to negotiate and execute a six-year agreement with four one-year options to extend with MMRO for an amount not to exceed \$500,000.

Approved. (M.S.C. Santos/Woolsey 9-0-0). The motion passed unanimously by roll call vote.

- g.** Discussion and action on the Election of Board Officer Policy reviewed by Aon.

CEO Flynn introduced this item. Julie Becker, Aon Consulting, spoke to the item. CEO Flynn, Chair Vado and Vice-Chair Gardanier added comments. Trustee Woolsey asked a question and CEO Flynn assisted with answering the question.

A motion was made to approve the Election of Board Officer Policy with the proposed revision to have the Chair elect an interim Vice-Chair in the event that there is a vacant Vice-Chair position.

An amended motion was made to also add another proposed revision to delete paragraph 5 and revise paragraph 8.

Approved. (M.S.C. Santos/Woolsey 9-0-0). The motion passed unanimously by roll call vote.

5. RETIREMENTS

5.1 Service Retirements

This item was heard after item 4a.

Chair Vado read the Service Retirements into the record.

A motion was made to approve the Service Retirements.

Approved. (M.S.C. Santos/Woolsey 9-0-0). The motion passed unanimously by roll call vote. Trustees Santos and Woolsey said a few kind words.

- a. Mark B. Huiskens, Police Sergeant, Police Department, effective October 9, 2025; 23.33* years of service.**
- b. Sean J. Morgan, Police Sergeant, Police Department, effective October 25, 2025; 25.59* years of service.**
- c. Tony Ruelas, Police Lieutenant, Police Department, effective October 11, 2025; 25.34* years of service.**

5.2 Deferred Vested

This item was heard after item 4g.

Chair Vado read the Deferred Vested Retirements into the record.

A motion was made to approve the Deferred Vested Retirements.

Approved. (M.S.C. Santos/Woolsey 9-0-0). The motion passed unanimously by roll call vote.

- a. **Patricia M. Bowers**, Police Officer, Police Department, effective October 31, 2025; 25.06* years of service. (With Reciprocity - 12.56 CSJ YOS + 12.50 PERS YOS)

6. DEATH AND SURVIVORSHIP NOTIFICATIONS (Moment of Silence)

Chair Vado read the Death Notifications into the record and asked for a moment of silence for those who have served and passed away. Trustees Santos and Woolsey said a few kind words.

- a. Notification of the death of **Robert Bell**, Police Lieutenant, retired April 3, 1984, died September 4, 2025. Survivorship benefits to Linda Bell, spouse.
- b. Notification of the death of **Larry Cantrell**, Fire Engineer, retired January 11, 2003, died September 4, 2025. Survivorship benefits to Joann Cantrell, spouse.
- c. Notification of the death of **Dennis Caywood**, Fire Engineer, retired September 2, 2004, died June 9, 2025. Survivorship benefits to Dessa Frechette-Caywood, spouse.
- d. Notification of the death of **Bruce Morton**, Police Sergeant, retired March 2, 1988, died September 3, 2025. No survivorship benefits.

7. COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS

7.1 Investment Committee (Menon - CH/Gardanier/Kwan/Lee)

Last Meeting: August 26, 2025

Next Meeting: October 21, 2025

- a. Oral update from the Chair of the Investment Committee.
- There was no update.
- b. Minutes of the Police and Fire Investment Committee meeting from April 22, 2025. Receive and file.
- The Minutes were received and filed.

7.2 Audit/Risk Committee (Lee - CH/Ganapati/Woolsey)

Last Meeting: September 3, 2025

Next Meeting: October 30, 2025

- a. Oral update from the Chair of the Audit/Risk Committee.
- Discussion and action regarding the proposed Joint Audit Committee meeting schedule for Calendar Year 2026.
 - Discussion and action on a recommendation to the full board for Internal Audit Consulting Services, following interviews of candidates.
- Candidates:
- Baker Tilly Advisory Group, LP
 - Crowe LLP
 - Plante & Moran, PLLC

Chair Lee updated the Board.

- b. Minutes of the Audit Committee meeting from May 15, 2025. Receive and file.

The Minutes were received and filed.

- c. Discussion and action on the results of the Request for Proposal (“RFP”) for Internal Audit Service, including Board authorization for the CEO to negotiate and execute a two-year agreement for an amount not to exceed \$400,000 with four two-year options to extend with Baker Tilly Advisory Group, LP.

CEO Flynn introduced and spoke to this item.

A motion was made to authorize the CEO to negotiate and execute a two-year agreement for an amount not to exceed \$400,000 with four two-year options to extend with Baker Tilly Advisory Group, LP.

Approved. (M.S.C. Santos/Ganapati 9-0-0). The motion passed unanimously by roll call vote.

Trustees Ganapati and Lee, and CEO Flynn added comments.

7.3 Governance Committee (Santos - CH/Vado/Flicker)

Last Meeting: August 7, 2025

Next Meeting: December 4, 2025

- a. Oral update from the Chair of the Governance Committee.
- Discussion and Action on the Strategic Plan Stakeholder Survey groups.
 - Discussion and action on 2025 Police and Fire Board Self-Assessment - presentation by Aon.

Chair Santos announced that the next meeting will take place on December 4, 2025.

- b. Minutes of the Governance Committee meeting from March 14, 2025. Receive and file.

The Minutes were received and filed.

7.4 Disability Committee (Santos - CH/Woolsey - Alts: Lee/Vado/Gardanier)

Last Meeting: September 8, 2025

Next Meeting: November 10, 2025

- a. Oral update from the Chair of the Disability Committee.
- Police & Fire Quarterly Disability Retirement Application Dashboard.
 - Discussion and action on the 2026 Scheduled Disability Committee Meetings.

Chair Santos announced that the next meeting will take place on November 10, 2025.

- b. Minutes of the P&F Disability Committee meeting from June 9, 2024. Receive and file.

The Minutes were received and filed.

7.5 Joint Personnel Committee (Menon/Gardanier/Vado)

Last Meeting: September 10, 2025

Next Meeting: November 17, 2025

- a. Oral update from the Chair of the Joint Personnel Committee.
- Discussion and action on the 2026 Scheduled Joint Personnel Committee Meetings.
 - Discussion - Compensation Study Update.
 - Discussion and Action - Review Benefits Personnel and Organization Chart with recommendations.
 - Discussion - Deputy Chief Investment Officer Classification Update.

Vice-Chair Menon updated the Board.

- b. Minutes from the April 2, 2025 Joint Personnel Committee meeting. Receive and file.

The Minutes were received and filed.

- c. Discussion and action to approve the deletion of one full-time Staff Specialist and the addition of one full-time Analyst in the Benefits Division.

CEO Flynn introduced and spoke to this item. This item was heard together with Item 7.5d, but each item was voted on separately.

A motion was made to approve the deletion of one full-time Staff Specialist and the addition

of one full-time Analyst in the Benefits Division. Trustee Woosley added comments. Trustee Ganapati asked a question, and CEO Flynn answered the question.

Approved. (M.S.C. Woolsey/Santos 9-0-0). The motion passed unanimously by roll call vote.

- d. Discussion and action to approve one full-time overstrength Program Manager in the Benefits Division through June 30, 2026.

A motion was made to approve one full-time overstrength Program Manager in the Benefits Division through June 30, 2026.

Approved. (M.S.C. Santos/Woolsey 9-0-0). The motion passed unanimously by roll call vote.

7.6 Joint Audit Adhoc Committee (Ganapati)

- a. Oral update from the Joint Audit Adhoc Committee.

There was no update.

7.7 Actuarial Services Joint Adhoc Committee (Kwan)

- a. Oral update from the Actuarial Services Joint Adhoc Committee.

CEO Flynn updated the Board.

7.8 Investment Governance Adhoc Committee (Kwan/Menon)

- a. Oral update from the Investment Governance Adhoc Committee.

There was no update.

- b. Discussion and action on Investment Committee Charter technical update by Aon.

This item was heard after the Board took a break after item 3a.

CEO Flynn introduced and spoke to this item.

A motion was made to approve the Investment Committee Charter technical update.

Approved. (M.S.C. Santos/Vado 9-0-0). The motion passed unanimously by roll call vote.

• PROPOSED AGENDA ITEMS

None.

- **ADJOURNMENT**

Next Meeting: November 6, 2025

The meeting adjourned at 1:13 p.m.

*Estimated

Minutes Recorded, Prepared and Respectfully Submitted by,

FRANCO VADO, CHAIR
BOARD OF ADMINISTRATION
ATTEST:

JOHN FLYNN, CEO
OFFICE OF RETIREMENT SERVICES

The Code of Conduct

(<https://www.sanjoseca.gov/home/showpublisheddocument/12901/63667000496663000>

0) is intended to promote open meetings that welcome debate of public policy issues being discussed by the City Council, their Committees, and City Boards and Commissions in an atmosphere of fairness, courtesy, and respect for differing points of view.

1. Public Meeting Decorum:

- a) Persons in the audience will refrain from behavior which will disrupt the public meeting. This will include making loud noises, clapping, shouting, booing, hissing or engaging in any other activity in a manner that disturbs, disrupts or impedes the orderly conduct of the meeting.
- b) Persons in the audience will refrain from creating, provoking or participating in any type of disturbance involving unwelcome physical contact.
- c) Persons in the audience will refrain from using cellular phones and/or pagers while the meeting is in session.
- d) Appropriate attire, including shoes and shirts are required in the Council Chambers and Committee Rooms at all times.
- e) Persons in the audience will not place their feet on the seats in front of them.
- f) No food, drink (other than bottled water with a cap), or chewing gum will be allowed in the Council Chambers and Committee Rooms, except as otherwise pre-approved by City staff.
- g) All persons entering the Council Chambers and Committee Rooms, including their bags, purses, briefcases and similar belongings, may be subject to search for weapons and other dangerous materials.

2. Signs, Objects or Symbolic Material:

- a) Objects and symbolic materials, such as signs or banners, will be allowed in the Council Chambers and Committee Rooms, with the following restrictions: § No objects will be larger than 2 feet by 3 feet.
 - No sticks, posts, poles or other such items will be attached to the signs or other symbolic materials.
 - The items cannot create a building maintenance problem or a fire or safety hazard.
- b) Persons with objects and symbolic materials such as signs must remain seated when displaying them and must not raise the items above shoulder level, obstruct the view or passage of other attendees, or otherwise disturb the business of the meeting.
- c) Objects that are deemed a threat to persons at the meeting or the facility infrastructure are not allowed. City staff is authorized to remove items and/or individuals from the Council Chambers and Committee Rooms if a threat exists or is perceived to exist. Prohibited items include, but are not limited to: firearms (including replicas and antiques), toy guns, explosive material, and ammunition; knives and other edged

weapons; illegal drugs and drug paraphernalia; laser pointers, scissors, razors, scalpels, box cutting knives, and other cutting tools; letter openers, corkscrews, can openers with points, knitting needles, and hooks; hairspray, pepper spray, and aerosol containers; tools; glass containers; and large backpacks and suitcases that contain items unrelated to the meeting.

3. Addressing the Council, Committee, Board or Commission:

- a) Persons wishing to speak on an agenda item or during open forum are requested to complete a speaker card and submit the card to the City Clerk or other administrative staff at the meeting.
 - b) Meeting attendees are usually given two (2) minutes to speak on any discussion item and/or during open forum; the total amount of time allocated for public testimony for each public speaker or for an agenda item is in the discretion of the Chair of the meeting and may be limited when appropriate. (California Government Code Section 54954.3; Council Policy 0-37) Applicants and appellants in land use matters are usually given more time to speak. Speakers using a translator will be given twice the time allotted to ensure non-English speakers receive the same opportunity to directly address the Council, Committee, Board or Commission.
 - c) Speakers should discuss only the agenda item when called to speak for that item, and only topics related to City business when called to speak during open forum on the agenda.
 - d) Speakers' comments should be addressed to the full body. Requests to engage the Mayor, Council Members, Board Members, Commissioners or Staff in conversation will not be honored. Abusive language is inappropriate.
 - e) Speakers will not bring to the podium any items other than a prepared written statement, writing materials, or objects that have been inspected by security staff.
 - f) If an individual wishes to submit written information, he or she may give it to the City Clerk or other administrative staff at the meeting.
 - g) Speakers and any other members of the public will not approach the dais at any time without prior consent from the Chair of the meeting.
- Failure to comply with this Code of Conduct which will disturb, disrupt or impede the orderly conduct of the meeting may result in removal from the meeting and/or possible arrest.