



BOARD OF ADMINISTRATION

Meeting Agenda - Final

Federated City Employees' Retirement System and Federated City Employees' Health Care Trust

Thursday, June 18, 2020

8:30 AM

MEETING TO BE HELD BY ZOOM CONFERENCE IN LIEU OF PHYSICAL LOCATION

zoom.us

Dial In: +1 669 900 9128 US (San Jose)

Meeting ID: 965 7661 2843

Password: 318741

BOARD MEMBERS

Jay Castellano, Chair
Anurag Chandra, Vice-Chair
Spencer Horowitz, Trustee
Julie Jennings, Trustee
Mark Keleher, Trustee
Elaine Orr, Trustee
Qianyu Sun, Trustee

CITY COUNCIL LIAISON TO THE BOARD

Dev Davis

COUNSEL

Harvey Leiderman, General and Fiduciary Counsel

Roberto L. Peña, CEO, Office of Retirement Services

CLOSED SESSION

CLOSED SESSION AGENDA ITEMS WILL BE HEARD AT 8:30 A.M.

I. CLOSED SESSION INVESTMENTS

- A. CLOSED SESSION:** PURSUANT TO GOVERNMENT CODE SECTION 54956.81, TO CONSIDER PURCHASE OR SALE OF PARTICULAR, SPECIFIC PENSION FUND INVESTMENTS (ONE INVESTMENT).

OPEN SESSION - will reconvene following Closed Session, estimated to be 9:00 a.m.

To request an accommodation or alternative format under the Americans with Disabilities Act for City-sponsored meetings, events or printed materials, please call Marti Zarate (408) 794-1112 as soon as possible, but at least three business days before the meeting.

ORDERS OF THE DAY

1. CONSENT CALENDAR

1.1 Approval of Service Retirements

- a. **Carolina Bermillo**, Analyst II C, Human Resources Department, effective September 10, 2020; 30.00* years of service.
- b. **David Bermillo, Jr.**, Principal Construction Inspector, Environmental Services Department, effective June 26, 2020; 30.00* years of service.
- c. **Anita M. Caramella**, School Safety Supervisor, Police Department, effective July 25, 2020; 19.78* years of service.
- d. **Abraham K. Chacko**, Program Manager I, Parks, Recreation and Neighborhood Services, effective July 11, 2020; 26.33* years of service.
- e. **Brian A. Ferry**, Public Safety Radio Dispatcher, Fire Department, effective July 25, 2020; 30.00* years of service.
- f. **Tony L. Grijalva**, Maintenance Supervisor, Department of Transportation, effective July 11, 2020; 30.01* years of service.
- g. **Maria A. Malloy**, Analyst II, Housing Department, effective July 31, 2020; 30.00* years of service.
- h. **Zoe W. McChesney**, Administrative Officer, Planning, Building and Code Enforcement Department, effective July 11, 2020; 30.10* years of service.
- i. **Thuy Nguyen**, Senior Engineer, Department of Transportation, effective June 13, 2020; 30.01* years of service.
- j. **Jessica Short**, Information System Analyst, Public Works Department, effective July 25, 2020; 28.52* years of service.
- k. **Frances M. Tallerico**, Latent Fingerprint Examiner II, Police Department, effective July 25, 2020; 24.49* years of service.

1.2 Approval of Deferred Vested

- a. **Robert J. Ciernik II**, Senior Plant Operator, Environmental Services Department, effective July 31, 2020; 26.31* years of service. *(With reciprocity 16.31 CSJ YOS + 10.00 ESBMUD YOS)*
- b. **Lisa Dalaison**, Public Safety Communications Specialist, Police Department, effective July 8, 2020; 13.08* years of service.
- c. **Jesse A. Hernandez, Jr.**, Senior Facility Attendant, Convention, Arts and Entertainment Department, effective June 26, 2020; 19.82* years of service.

- d. **Constant Look**, Building Inspector Combination, Planning, Building and Code Enforcement Department, effective July 1, 2020; 5.18* years of service. *(With Reciprocity 2.68 CSJ YOS + 2.50 PERS YOS)*
- e. **Stacey A. Lucas**, City Attorney, City Attorney's Office, effective June 30, 2020; 21.23* years of service. *(With Reciprocity 2.23 CSJ YOS + 19.00 SFCERS YOS)*
- f. **Tony W. Mak**, Permit Specialist, Fire Department, effective June 30, 2020; 22.56* years of service. *(With Reciprocity 1.23 CSJ YOS + 21.32 PERS YOS)*
- g. **Michelle D. Sevor**, Police Data Specialist III, Police Department, effective July 9, 2020; 29.13* years of service. *(With Reciprocity 5.13 CSJ YOS + 24.00 PERS YOS)*
- h. **John M. Thompson**, Public Safety Radio Dispatcher, Police Department, effective July 17, 2020; 30.07* years of service. *(With Reciprocity 8.57 CSJ YOS + 21.50 PERS YOS)*
- i. **Eliza H. Zimmerman**, Latent Fingerprint Examiner I, Police Department, effective July 13, 2020; 19.78* years of service.

1.3 Approval of Board Minutes

- a. Approval of the Board Minutes of May 21, 2020.

Attachments: [1.3a - 5-21-20 - Fed Minutes - Final](#)

1.4 Approval of Return of Contributions

- a. Voluntary | Involuntary.

Attachments: [1.4a - Return of Contributions](#)

1.5 Acceptance of Communication/Information Reports

- a. Report of the Plan Expenses for April 2020. Receive and file.

Attachments: [1.5a - Fed April 2020 Monthly Board Expense.pdf](#)

- b. Notification of Private Markets commitments to Arbour Lane COF II, Crestline PFF II, and Eagle Point DIF by Investment Staff.

Attachments: [1.5b - New Private Markets Commitments - 20200604](#)

- c. Status of Federated Disabilities for the Period of July 1, 2019 through September 30, 2019.

Attachments: [1.5c - STATS FEDERATED 2019 3rd Qtr. Detailed Statistics Report, 9.30.19 - I](#)

1.6 Approval of Travel / Conference Attendance

- a. Roberto L. Peña, CEO
 - CALAPRS Administrator's Roundtable, Virtual Conference - Friday, June 26, 2020.
- b. Prabhu Palani, CEO
 - PPI 2020 Summer Roundtable, Virtual Conference - July 14 - 16, 2020.

2. DEATH AND SURVIVORSHIP NOTIFICATIONS (Moment of Silence)

- a. Notification of the death of **Jess Alvarado**, Grounds Worker II, retired October 28, 1989, died March 9, 2020. Survivorship benefits to Eleanor Alvarado, Spouse.
- b. Notification of the death of **Marvin Aoki**, Associate Civil Engineer, retired April 22, 1995, died May 6, 2020. No survivorship benefits.
- c. Notification of the death of **Paul Bourgeois**, Heavy Diesel Equipment Operator Mechanic, retired March 9, 1989, died April 12, 2020. Survivorship benefits to Marianne Bourgeois, Spouse.
- d. Notification of the death of **Frank Diaz**, Maintenance Worker II, retired December 28, 1996, died April 12, 2020. No survivorship benefits.
- e. Notification of the death of **Eleanor Esparza**, Secretary, retired January 29, 1995, died May 11, 2020. Survivorship benefits to Fred Esparza, Souse.
- f. Notification of the death of **Sanford Getreu**, Director of Planning, retired March 9, 1985, died March 10, 2020. No survivorship benefits.
- g. Notification of the death of **Joan Walking**, Senior Steno Clerk, retired January 5, 1997, died April 8, 2020. No survivorship benefits.

3. INVESTMENTS

- a. Oral Update by CIO, Prabhu Palani.
- b. Presentation of Calendar 4th Quarter 2019 Private Equity Report by Neuberger Berman.
Attachments: [3b - 12-31-2019 FOIA Investment Report for San Jose Federated City Employee](#)
- c. Presentation of Calendar 1st Quarter 2020 Performance Report for Pension Fund by Meketa Investment Group.
Attachments: [3c - 1Q20 Performance Report SJ Fed ERS v3 - Copy](#)
- d. Presentation of Calendar 1st Quarter 2020 Performance Report for Health Care Trust by Meketa Investment Group.
Attachments: [3d - 1Q20 Performance Report SJ Fed HCT](#)
- e. Discussion and action on 2020-2021 Private Markets Pacing Plan by Staff.
Attachments: [3e - 2020 Private Markets Pacing Plan Presentation v2](#)

- f. Discussion and action to authorize the Secretary to negotiate and enter into an agreement with Albourne America, LLC, commencing July 1, 2020.

Attachments: [3f - Albourne Contract -- Fed 06.05.20](#)

- g. Discussion and action to authorize the Secretary to negotiate and enter into agreement(s) for consulting services.

Attachments: [3g - FED Consultant RFP memo 06.08.20](#)

- h. Discussion and action to authorize the Secretary to negotiate and enter into an agreement for custodian banking services, commencing October 1, 2020.

Attachments: [3h\(1\) - CustodianBankRFP Results 05-27-2020 Board](#)
 [3h\(2\) - CustodianBankRFP Results 05-27-2020 Meketa](#)

4. OLD BUSINESS-DEFERRED/CONTINUED ITEMS - None

5. NEW BUSINESS

- a. Oral update from the CEO of Retirement Services, Roberto L. Peña.
- b. Oral update from the City Council Liaison to the Board.
- c. Discussion and action on Cortex Consulting services agreement for FY 2020-21 for the amount of \$45,000.

Attachments: [5c - CORTEX FEDERATED FY 2020-21 AGREEMENT FOR PROFESSIONAL](#)

- d. Discussion and action on Municipal Code Changes Related to the Tier 1 Rehire Interest Cost.

Attachments: [5d\(1\) - Retirement Board Memo Tier 1 Costs Memo Final signed](#)
 [5d\(2\) - Muni Code Changes Related to Interest 5.29.2020](#)
 [5d\(3\) - June 1, 2020 Memo to Boards re Reclassified Tier 1 Members](#)

- e. Discussion on potential topics for the Federated Strategic Planning meeting in September.

Attachments: [5e\(1\) - 2020-05 FED Strategic Planning Policy](#)
 [5e\(2\) - Prelim SP workplan](#)
 [5e\(3\) - Prel SP Session Agenda](#)

- f. Discussion on how future meetings might be conducted (Continuing Via Zoom vs. In Person Meetings).

6. COMMITTEES/REPORTS/RECOMMENDATIONS

6.1 Investment Committee (Chandra, Orr, Sun – Alt: Keleher)

Last Meeting: May 26, 2020

Next Meeting: August 25, 2020

- a. Oral update from the Chair of the Investment Committee.
- b. Minutes of the December 17, 2019 Joint Investment Committee meeting. Receive and file.

Attachments: [6.1b - Joint IC meeting minutes 12.17.19 \(signed\)](#)

- c. Minutes of the Special March 12, 2020 Federated Investment Committee meeting. Receive and file.

Attachments: [6.1c - FED IC meeting minutes 03.12.20 \(signed\)](#)

- d. Minutes of the Special March 18, 2020 Federated Investment Committee meeting. Receive and file.

Attachments: [6.1d - FED IC meeting minutes 03.18.20 \(signed\)](#)

- e. Minutes of the March 24, 2020 Federated Investment Committee meeting. Receive and file.

Attachments: [6.1e - FED IC meeting minutes 03.24.20 \(signed\)](#)

6.2 Governance Committee (Horowitz, Castellano, Keleher)

Last Meeting: March 5, 2020

Next Meeting: June 18, 2020

- a. Oral update from the Chair of the Governance Committee.

6.3 Audit Committee (Keleher, Jennings, Sun)

Last Meeting: May 21, 2020

Next Meeting: August 20, 2020

- a. Oral update from the Chair of the Audit Committee.
- b. Minutes of the February 20, 2020 Joint Audit Committee meeting for the Federated City Employee's Retirement System and the Police and Fire Retirement Plan. Receive and file.

Attachments: [6.3b - Joint AC Minutes 2-20-20 - signed](#)

- c. 1/1/20 - 3/31/20 Quarterly Travel and attendance analysis for Federated. Receive and file.

Attachments: [6.3c - Travel Analysis.FED 1-1-2020-3-31-2020 - Rev](#)

- d. Update on the City Auditor's Recommendations to the Office of Retirement Services. Receive and file.

Attachments: [6.3d - City Auditor Recommendations 17-06 Retirement 4.27.20 -formatted](#)

- e. Update on the Pension Administration System implementation project. Receive and file.

Attachments: [6.3e\(1\) - Memo PAS project may 2020 final signed \(1\)](#)
 [6.3e\(2\) - Presentation PAS project may 2020 PP](#)

- f. Report on Service Retirement Application Process and Benefits Recalculation Audits. Receive and file.

Attachments: [6.3f - Service Retirement Application Process and Benefits Recalculation Audit](#)

- g. Discussion and action on the Committee's recommendation to approve the Office of Retirement Services Retirement Plans Audit Plan by Grant Thornton for FY ending June 30, 2020.

Attachments: [6.3g - FY20 CoSJ Fed and PF Plans Audit Planning Audit Committee Presentat](#)

6.4 Joint Personnel Committee (Castellano, Chandra, Orr-VC)

Last Meeting: May 13, 2020 Next Meeting: TBD

- a. Oral update from the Chair of the Joint Personnel Committee.

7. EDUCATION & TRAINING

- a. The Cortex Report - May 2020 - Conferences, Seminars, and Educational Programs.

Attachments: [7a - San Jose - Cortex Report - May 2020 Edition](#)

- b. CALAPRS 2020 Program Calendar.

Attachments: [7b - CALAPRS 2020 Program Calendar](#)

- c. SACRS/UC Berkeley Program, UC Berkeley HAAS School of Business, Berkeley, CA July 26 - 29, 2020.

Attachments: [7c - SACRS-UC Berkley Program](#)

- d. CALAPRS Principles for Trustees, Virtual Program - August 18, 25 & 26, 2020.

Attachments: [7d - CALAPRS Principles for Trustees - Virtual Program](#)

- e. SACRS Fall 2020 Conference, Renaissance Indian Wells Resort & Spa, Indian Wells, CA - November 10 - 13, 2020.

Attachments: [7e- SACRS Fall 2020 Conference](#)

FUTURE AGENDA ITEMS

PUBLIC/RETIREE COMMENTS

ADJOURNMENT

*Estimated

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the Office of Retirement Services, 1737 N. First Street, Suite 600, San José CA 95112 at the same time that the public records are distributed or made available to the legislative body.

Access the video or audio, the agenda and related reports for this meeting by visiting the Retirement Services website at <http://sjrs.legistar.com/calendar.aspx>. If you have any questions, please contact the Office of Retirement Services at (408) 794 - 1000.