



# BOARD OF ADMINISTRATION

## Meeting Agenda - Final-revised FCERS and Police&Fire Retirement Plan Audit Committee

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Thursday, February 18, 2021

11:30 AM

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or immediately following the FCERS Board Meeting

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

**Dial In: +1 669 900 9128**

**Meeting ID: 983 6419 3662**

**Password: 188006**

***FCERS Committee Members:***

***Mark Keleher, Chair***

***Julie Jennings, Trustee***

***Qianyu Sun, Trustee***

***Police and Fire Committee Members:***

***Howard Lee, Chair***

***Drew Lanza, Trustee***

***Nick Muyo, Trustee***

**COVID-19 NOTICE\***

Consistent with the California Governor's Executive Order No. N-29-20, Resolution No. 79485 from the City of San José and the Santa Clara County Health Officer's March 16, 2020 Shelter in Place Order, the Office of Retirement Services will not be physically open to the public and meeting attendees will be teleconferencing from remote locations.

To listen to the audio of the meeting:

(The file will be uploaded within 24 hours after the end of the meeting.)

<https://sjrs.legistar.com/Calendar.aspx>

How to submit written Public Comment:

- 1) By email to [retirement.department@sanjoseca.gov](mailto:retirement.department@sanjoseca.gov) by 5:00 p.m. the day before the meeting.
- 2) By phone +1 669 900 9128. Meeting ID: 983 6419 3662. The Chair will recognize public comment after each item and will be notified to speak.
- 3) By online <https://sanjoseca.zoom.us>

a. Use a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer. Mute all other audio before speaking. Using multiple devices can cause an audio feedback.

b. When the Chair calls for the item on which you wish to speak, click on "Raise Hand."

**• Call To Order**

**FEDERATED AUDIT COMMITTEE**

**• Consent Calendar**

1. Approval of the 10/1/20 - 12/31/20 Quarterly Travel and attendance for Federated.

**Attachments:**      [1 - Trustee Travel Analysis 10-1-20-12-31-20-FED](#)

**JOINT AUDIT COMMITTEE**

**• Consent Calendar**

2. Approval of the Minutes of the October 15, 2020 Joint Audit Committee meeting for the Federated City Employee's Retirement System and the Police and Fire Retirement Plan.

**Attachments:**      [2 - 10-15-20 - Minutes - Joint Audit Committee - Final](#)

**• New Business**

3. Update on the City Auditor's Recommendations to the Office of Retirement Services.

**Attachments:**      [3 - City Auditor Recommendations 17-06 Retirement 1.28.21 -formatted](#)

4. Discussion on the 2020 Internal ORS staff survey by Office of Retirement Services, Internal Auditor, Houman Boussina.

**Attachments:**      [4\(a\) - IAD Audit Committee 021821-Revised](#)  
                                 [4\(b\) - FINAL StaffSurvey ORS 2020](#)

5. Discussion and action on the Assessment of the Internal Audit Division by Office of Retirement Services, Internal Auditor, Houman Boussina.

**Attachments:**      [5 - AnnualQA Memo 2020 FINAL](#)

6. Discussion on the Status of Audit Recommendations by Office of Retirement Services, Internal Auditor, Houman Boussina.

**Attachments:**      [6 - InternalAudit 2021 RecommendationStatus Final](#)

## **POLICE & FIRE AUDIT COMMITTEE**

### **• Consent Calendar**

7. Approval of the 10/1/20-12/31/20 Quarterly Travel and attendance analysis for Police and Fire.

**Attachments:**      [7 - Trustee Travel Analysis 10-1-20-12-31-20-PF](#)

**Next Meeting: May 20, 2021**

### **• Adjournment**

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 at (408) 794-1112 as soon as possible, but at least three business days before the meeting.