



# BOARD OF ADMINISTRATION

## Action Minutes

### Joint Governance Committee

City Hall  
Wing Rooms 118-120  
200 East Santa Clara  
Street,  
San Jose, CA 95113

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Thursday, December 5, 2019

12:00 PM

City Hall, Wing Rooms 118-120

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or immediately following the Police and Fire Department Retirement Plan Board meeting.

#### ***POLICE & FIRE COMMITTEE MEMBERS***

*Franco Vado, Chair*  
*Vikas Oswal, Trustee*  
*Nick Muyo, Trustee*  
*Richard Santos, Alternate*

#### ***FEDERATED COMMITTEE MEMBERS***

*Vacant, Chair*  
*Elaine Orr, Trustee*  
*Qianyu Sun, Trustee*

#### ***COUNSEL***

*Harvey Leiderman, General and Fiduciary Counsel*

*Roberto L. Peña, CEO, Office of Retirement Services*

### **Joint Agenda**

#### **1. Consent Calendar**

- a. Approval of the Minutes of the September 5, 2019 Joint Governance Committee meeting for the Federated City Employee's Retirement System and the Police and Fire Retirement Plan.

**A motion was made to approve the Minutes of the September 5, 2019 Joint Governance Committee meeting.**

**P&F Approved. (M.S.C. Muyo/Vado 2-0-0)**

#### **2. New Business**

- a. Discussion and action on purchasing access to Cheiron's educational tools for Trustee use. *(Continued from the November 7, 2019 Board meeting)*

**A motion was made not to purchase educational tools from Cheiron for Trustee use.**

**P&F Approved. (M.S.C. Muyo/Vado 2-0-0)**

- b. Review of the Governance Manual Update.
- c. Discussion and action on the review of the Board of Retirement Charter.
- A motion was made to approve the suggested changes to the Board of Administration Charter with the addition of the 'HR Consultant' and 'IT Consultant' to paragraph 12.**
- P&F Approved. (M.S.C. Muyo/Vado 2-0-0)**  
**FCERS Approved. (M.S.C. Orr/Sun 2-0-0)**
- d. Discussion and action on the review of the Investment Committee (IC) Charter.
- A motion was made to accept the suggested changes including the deletion of the second appearance of the word 'appoint' in paragraph 8.**
- P&F Approved. (M.S.C. Muyo/Vado 2-0-0)**  
**FCERS Approved. (M.S.C. Sun/Orr 2-0-0)**
- e. Discussion and action on the review of the Monitoring and Reporting Policy.
- A motion was made to accept the changes as outlined, with the inclusion of the Dashboard item.**
- P&F Approved. (M.S.C. Muyo/Vado 2-0-0)**
- A motion was made to approve the changes to the Monitoring and Reporting policy.**
- FCERS Approved. (M.S.C. Sun/Orr 2-0-0)**

### **3. Police & Fire Agenda**

- a. Discussion and action on the results of the 2019 P&F Board Self-Evaluation.
- A motion was made to forward the full report to the Board.**
- P&F Approved. (M.S.C. Muyo/Vado 2-0-0)**

### **Adjournment**

**FCERS Governance Committee Adjourned at 1:30 p.m.**  
**P&F Governance Committee Adjourned at 1:42 p.m.**

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