



CALENDAR

Retiree Health Trust Fund Board
City and County of San Francisco
30 Van Ness Avenue, Suite 3000
San Francisco, CA 94102

Notice and Agenda

Regular Meeting

Wednesday, December 15th, 2010

3:00 PM

Suite 3000
30 Van Ness Avenue
San Francisco, California 94103

Call to order

Pledge of Allegiance

Roll call:

Connie Hiatt
Pauline Marx
Carol Cypert
Leo Levenson
Edward Walsh

- 12152010-01 Action item Election of interim President including designation of interim term of office
- Documents provided to Board prior to meeting: None
- Public comments:
- Action: Election of Interim President

- 12152010-02 Action item **Approval of the Minutes of the July 8, 2010 Board Meeting**

Documents provided to Board prior to meeting: Draft Minutes

Public comments:

Action:

- 12152010-03 Discussion item **Overview of the role and responsibilities of the RHTFB**

Documents provided to Board prior to meeting: Charter Sections 12.204, A8.432, and A8.432-1

Public comments:

Action:

- 12152010-04 Action item **Designation of Regular Meeting Times**

Documents provided to Board prior to meeting: Draft Bylaws

Public comments:

Action: Approval of RHTFB Meeting Schedule for 2011

- 12152010-05 Action item **Approval of Trust Fund Agreement establishing the Retiree Health Care Trust Fund with Possible Modifications**

Documents provided to Board prior to meeting: Draft Trust Fund Document

Public comments:

Action: Approval with possible modification of Trust Fund Document

- 12152010-06 Action item **Appointment of Controller as Trust Fund Administrator**

Documents provided to Board prior to meeting: Draft Trust Fund Document

Public comments:

Action: Approval of Appointment of Controller as

Administrator per the Trust Fund Document

- 12152010-07 Discussion item Report on Current Funding Status of RHCTF
Documents provided to Board prior to meeting:
Budget and Expenditure Report from Controller's Office
Public comments:
- 12152010-08 Discussion item Report on Current Investment Status of RHCTF
Documents provided to Board prior to meeting: Report from Treasurer's Office
Public comments:
- 12152010-09 Discussion Discussion of 2011-2012 RHCTF Budget
Documents provided to Board prior to meeting: none
Public comments:
- 12152010-10 Action item Discussion and possible action regarding RHCTF Staffing, Expense Processing Governance Policy, Investment Policy Statement and other trust related documents.
Documents provided to Board prior to meeting: None
Public comments:
- 12152010-11 Action item Approval of Proposed Board Bylaws.
Documents provided to Board prior to meeting: Draft Board Bylaws
Public comments:
Action: Approval with possible modification of Board Bylaws.
- 12152010-12 Action item Opportunity to place items on future Board agendas
Documents provided to Board prior to meeting: None

Public comments:

- 12152010-13 Discussion item Opportunity for the public to comment on any matters within the Board's jurisdiction
Public comments:

- Adjourn

Summary of Retiree Health Trust Fund Board Policy Regarding Public Comment

- Speakers are urged to fill out a speaker card in advance, but may remain anonymous if so desired.
- A member of the public has up to three minutes to make pertinent public comments before action is taken on any agenda item.
- A member may comment on any matter within the Board's jurisdiction at the designated time at the end of the meeting. Call Norm Nickens, Executive Assistant, for further assistance at (415) 487-7025.

Disability Access

The meeting will be held at 30 Van Ness Avenue, Suite 3000. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #42 Downtown Loop, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call (415) 923-6142. There is accessible parking in the vicinity of City Hall at Civic Center Plaza adjacent to Davies Hall and the War Memorial Complex.

Accessible seating for persons with disabilities (including those using wheelchairs) will be available.

The following services are available upon request:

- American Sign Language interpreters will be available upon request.
- A sound enhancement system will be available upon request at the meeting.
- Minutes of the meeting or hearing are available in alternative formats.

If you require the use of any of these services, please contact Norm Nickens, Executive Assistant at (415) 487-7025 or by email at norm.nickens@sfgov.org at least 72 hours prior to the meeting.

In order to assist the City's effort to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.

Knowing Your Rights Under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Adele Destro by mail to Interim Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94103-4689; by phone at (415) 554-7724; by fax at (415) 554-7854; or by email at sotf@sfgov.org.

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Destro or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, <http://www.sfgov.org/sunshine/>

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign &

Governmental Conduct Code § 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100; fax (415) 252-3112; web site www.sfgov.org/ethics.

Summary of Retiree Health Trust Fund Board Policies Regarding Cell Phones and Pagers

- The ringing and use of cell phones, pagers and similar sound-producing electronic devices is prohibited at Health Service Board meetings and its committee meetings.
- The chair of the meeting may order the removal from the meeting room of any person(s) in violation of this rule.
- The chair of the meeting may allow an expelled person to return to the meeting following an agreement to comply with this rule.