



Retiree Health Care Trust Fund Board

BOARD MEETING MINUTES

Regular Meeting

Monday, May 9, 2016

1:30 p.m.

City and County of San Francisco
City Hall, Hearing Room 400
San Francisco, CA 94102

RETIREE HEALTH CARE TRUST FUND BOARD MEMBERS

President

Pauline Marx

Vice President

Ed Walsh

Members

Leo Levenson

Clare Murphy

David Salem

Disability Access

The meeting will be held at SFERS Office, 1145 Market Street, 6th floor, San Francisco, CA 94102. Accessible seating is available for persons with disabilities. To obtain a disability-related modification or accommodation to participate in the meeting, including large print agendas, American Sign Language interpreters, FM sound amplification system and auxiliary aids or services, please contact Maura Lane, Board Secretary, at (415) 554-7502 or by email at maura.lane@sfgov.org at least 48 hours before the meeting, except for Monday meetings, for which the deadline is 4:00 p.m. the previous Friday.

The closest accessible BART Station is Civic Center. Accessible MUNI lines serving this location are: 5, 9, 9L, 19, 47 and the F Line to Market and 8th and the Metro stations at Civic Center. For more information about MUNI accessible services, call (415) 923-6142. There is accessible parking in the vicinity at Civic Center Plaza.

Sensitivity to Chemical-Based Products

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.

Summary of Retiree Health Care 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. Members of the public will have an opportunity to speak on each item on the agenda when public comment is called for that time, before action is taken on any agenda item. In addition, members of the public may comment on any matter within the Board's jurisdiction during general public comment at the end of the meeting. A member of the public has up to three minutes for public comment, unless the chair specifies a different time. Call Maura Lane, Board Secretary, for further assistance at (415) 554-7502 or email at maura.lane@sfgov.org.

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

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. 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.

Knowing Your Rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions 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:

Sunshine Ordinance Task Force
City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco CA 94103-4689
(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 The Sunshine Ordinance Task Force or by printing Chapter 67 of the San Francisco Administrative Code located on the Internet at <http://www.sfgov.org/sunshine/>.

Location of materials accompanying agenda items and materials distributed less than 72 hours before meeting. Meeting materials are available for inspection and copying during regular business hours at City Hall, Room 316, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102; please ask for Maura Lane, Board Secretary. Any materials distributed to the members of the Board within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for inspection at the same location during regular office hours.

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; or web site www.sfgov.org/ethics.

CALENDAR

- Call to Order – 1:30 P.M.
- Roll Call:
 - Commissioner Leo Levenson**
 - Commissioner Pauline Marx**
 - Commissioner Clare Murphy**
 - Commissioner David Salem**
 - Commissioner Ed Walsh**

- 05092016-01 Action Item **Approval of the Minutes of the January 26, 2016 Board Meeting.**
 - Documents provided to Board :
Draft Minutes of the January 26, 2016 Board meeting.

 - Commissioner Levenson will be leaving the Board. Katharine Petrucione is the new Controller's designee as of the next Board meeting.

 - Moved by Commissioner Levenson and seconded by Commissioner Salem to approve the minutes of the January 26, 2016 Board meeting as presented.

 - President Marx called for public comment. There was no public comment.

 - Approved by the following vote:
Ayes: Levenson, Marx, Murphy, Salem and Walsh.

- 05092016-02 Action item **Report on current funding status of RHCTF.**
 - Documents provided to Board :
RHCTF Status and Budget Report as of March 31, 2016; FY17 & 18 Budget Approval

 - The report and budget were presented by Michelle Allersma of the Controller's Office. The Board discussed the training and education budget. The recommendation was made to modify the education policy to allow the Administrator latitude in the allocations.

 - The motion to approve the budget with the suggested changes was moved by Commissioner Walsh and seconded by Commissioner Murphy.

- 05-92016-03 Discussion item **Approval of Training Requests**

Documents provided to Board:
Board Education & Travel Policy
May 2016 Cortex Report

The Board was reminded of the training opportunities provided in the monthly CORTEX Report and from Fund Administrator Michelle Allersma.

The report was presented by Michelle Allersma of the Controller's Office. The fund is now fully invested. There was a request that Investment Management fees be added as a category of expenses.

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There was no public comment.

- 05092016-04 Discussion Item **Q1 2016 Investment Report**

Documents provided to Board:
Investment Report from Meketa Investment Group, Investment Consultant

Mika Malone and Larry Witt, of Meketa, reviewed the report.

President Marx called for public comment.
There was no public comment.

- 05092016-05 Discussion Item **Investment Education Session Regarding Different Types of Asset Classes**

Documents provided to Board:
Report from Meketa Investment Group, Investment Consultants

Mika Malone and Larry Witt, of Meketa, reviewed asset allocation classes and possibilities for investments. The next step is to review allocations and risks, and prioritize investment classes.

President Marx called for public comment.
There was no public comment.

05092016-06 Information Item **Annual Report of the Trust Fund**
Documents Provided to Board:
FY15 CAFR Report

Elisa Sullivan, of the Controller’s Office, reviewed the FY2015 CAFR Report, as it pertains to the Board, and the footnotes.

President Marx called for public comment. There was no public comment.

05092016-07 Discussion Item **Trust Administrator Updates**

Documents provided to Board:
None

Michelle Allersma, of the Controller’s Office, reviewed the Community College District’s participation in the Fund, Indemnification and Directors & Officers Insurance. Tran Ly, the City Attorney assigned to the Board, said there is no distinction between City and non-employee coverage. Ms. Allersma reviewed education opportunities, which include the Meketa webinars. The Board discussed amending the meeting schedule to allow for Meketa investment reports.

President Marx called for public comment. There was no public comment.

□ 05092016-08 Discussion Item **Opportunity to place items on future agendas**

Documents provided to Board :
Draft Master Calendar
Draft FY17 Work Plan

The Board discussed to the draft calendar and its’ purpose.

President Marx called for public comment. There was no public comment.

05092016-09

Action Item

Rescheduling of Regular Meetings of the RHCTF Board to be Six Weeks After the End of Each Calendar Quarter (Day and Time to be Discussed and Determined)

Documents Provided to the Board:
Draft Revised Meeting Schedule

Moved by Commissioner (I have to list to tape) and seconded by Commissioner (tape) to approve the rescheduling of regular meetings.

Approved by the following vote:
Ayes: Levenson, Marx, Murphy, Salem and Walsh.

05092016-10

Discussion Item

General Public Comment

Members of the public may address the Board on any matter within the Board's jurisdiction. A member of the public has up to three minutes for public comment, unless the chair specifies a different time.

Adjourned: 3 p.m.