



Retiree Health Care Trust Fund Board

BOARD MEETING CALENDAR

Regular Meeting

Friday, July 24, 2015

9:30 a.m.

City and County of San Francisco
SFERS Office – 1145 Market Street, 6th Floor Conference Room
San Francisco, CA 94103

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, 1155 Market Street, 6th floor, San Francisco, CA 94102. The Retiree Health Care Trust Fund Board Meeting Room is wheelchair accessible. Accessible seating is available for persons with disabilities or wheelchairs. 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 are available in alternative formats.

If you require the use of any of these services, contact Maura Lane, Board Secretary, at (415) 554-7502 or by email at maura.lane@sfgov.org at least two (2) business days before the meeting.

The closest accessible BART Station is Civic Center, three blocks from City Hall. Use the Market and 8th Street exit. 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 of City Hall at Civic Center Plaza adjacent to Davies Hall and the War Memorial Complex.

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. 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 of the public may comment on any matter within the Board's jurisdiction at the designated time at the end of the meeting. 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/>. To review or obtain meeting documents covered under the Sunshine Ordinance contact Maura Lane, Board Secretary, City Hall, Room 316, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102; telephone (415) 554-7502; or send email with your request to maura.lane@sfgov.org.

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
- Roll Call: **Commissioner Leo Levenson
Commissioner Pauline Marx
Commissioner Clare Murphy
Commissioner David Salem
Commissioner Ed Walsh**

- 07242015-01 Action Item **Approval of the Minutes of the May 19, 2015 Board Meeting.**

Documents provided to Board prior to meeting:
Draft Minutes

Public comments:

Action: Approve Minutes

- 07242015-02 Discussion item **Report on current funding status of RHCTF.**

Documents provided to Board prior to meeting

Public comments:

Action: This is a discussion item only.

- 07242015-03 Discussion item **Report on current investment status of RHCTF.**

Documents provided to Board prior to meeting:
Office of the Treasurer & Tax Collector's
Investment Report for May 2015

Public comments:

Action: This is a discussion item only.

- 07242015-04 Action Item. **Review and approve Master Custody Agreement with Northern Trust; Grantor Trust Agreement with Northern Trust Investments, Inc. (NTI); Subordinate Trust Agreement with BlackRock Institutional Trust Company, N.A., and Northern Trust Institutional Funds Direction Form**

Documents provided to Board prior to meeting:
(1) Memorandum from the Trust Administrator Summarizing Investment Process (2)

Master Custody Agreement between the Retiree Health Care Trust Fund of the City and County of San Francisco and the Northern Trust Company (3) Draft City and County of San Francisco Retiree Health Care Trust Fund Grantor Trust Agreement with Northern Trust Investments, Inc. (NTI); (4) Draft San Francisco Retiree Health Care Trust Fund Subordinate Trust Agreement with BlackRock Institutional Trust Company, N.A.(BlackRock); and. (5) Northern Trust Institutional Funds Direction Form

Public Comments:

Action: Approve BlackRock and NTI trust agreements and Master Custody Agreement.

07242015-05

Action item

Approval of resolutions delegating executory, cash transfer, payment and limited investment authority to City Controller's Office.

Documents provided to Board:

Draft resolutions providing (1) Trust Fund Administrator with Executory Authority and (2) Controllers Office staff with limited investment authority and authority to make cash transfers and payments.

Public Comments:

Action: Approve draft resolutions

07242015-06

Discussion item

Discussion regarding Trust Fund investment schedules.

Documents provided to Board prior to meeting: Memorandum from staff regarding investment schedule, proposed FY 2015-16 investment schedule

Public Comments

Action: to be discussed on July 24th

□ 07242015-07

Action Item

Discussion and possible action MOU with SFERS to pay for administrative services on an as- needed basis.

Documents provided to Board prior to meeting:

Draft MOU between SFERS and RHCTF.

Action: This is a discussion and possible action

item

Opportunity to place items on future board agendas

07242015-08

Action item

Documents provided to Board prior to meeting:
None

Public comments:

Action: This is an action item

07242015-09

Discussion Item

Opportunity for the public to comment on any matters within the Board's jurisdiction.

Public comments:

Action: This is a discussion item only

□ Adjourn