

# **Retiree Health Care Trust Fund Board**

# SPECIAL BOARD MEETING MINUTES Monday, February 10, 2020

12:00 p.m.

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

# RETIREE HEALTH CARE TRUST FUND BOARD MEMBERS

President

David Salem

Vice President

Katharine Petrucione

Members
Pauline Marx

**Clare Murphy** 

**Ed Walsh** 

Trust Administrator

Jay Huish

SFERS Executive Director

#### **Disability Access**

The meeting will be held at the SFERS Office, 1145 Market Street, 6<sup>th</sup> floor, San Francisco, CA 94103. 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 Sofia Millham, Board Secretary, at (415) 487-7055 or by email at sofia.millham@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 8<sup>th</sup> 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 Sofia Millham, Board Secretary, for further assistance at (415) 487-7055 or email at <a href="mailto:sofia.millham@sfgov.org">sofia.millham@sfgov.org</a>.

#### 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 Clerk of the Sunshine Ordinance Task Force or by printing Chapter 67 of the San Francisco Administrative Code located on the Internet at <a href="http://www.sfgov.org/sunshine/">http://www.sfgov.org/sunshine/</a>. To review or obtain meeting documents covered under the Sunshine Ordinance contact Sofia Millham, Board Secretary, SFERS, 1145 Market Street, 5<sup>th</sup> Floor, San Francisco, CA 94103; telephone (415) 487-7055; or send an email with your request to <a href="mailto:sofia.millham@sfgov.org">sofia.millham@sfgov.org</a>.

#### 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 SFERS, 1145 Market Street, 5th Floor, San Francisco, CA 94103; please ask for Sofia Millham, 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 -2.160) 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 <a href="www.sfgov.org/ethics">www.sfgov.org/ethics</a>.

## **CALENDAR**

Roll Call Call to Order: 12:07 PM

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Katharine Petrucione - Present

Pauline Marx - Present Clare Murphy - Present Ed Walsh - Present David Salem - Present

□ 02242020-02 General Public Comment

Commissioner Salem noted that there were no members of the public present.

□ 02242020-03 Action Item Review and Approve Department Budget for FY 2020-2021 and FY 2021-2022

Documents provided to Board prior to meeting: Staff Memorandum; Draft Budget

Caryn Bortnick, SFERS' Deputy Executive Director, presented a written and oral report on this item.

Commissioner Walsh requested an update on the actual expenditures for the current fiscal year.

Commissioner Marx asked why there are funds for an election budgeted in a non-election year.

Ms. Bortnick stated that in the unlikely event that an elected commissioner is unable to finish their term, the Board needs the funds to hold an election to fill the seat.

Commissioner Salem asked for an explanation on why the professional services have grown so quickly.

Ms. Bortnick explained that the new investments made since FY2018-2019 have higher professional fees.

Commissioner Petrucione asked if the staffing allocation was consistent.

Ms. Bortnick stated that the current allocation is reasonable, but that may change as the investments diversify.

Commissioner Petrucione asked if the increased allocation to the City Attorney's Office was due to the new investments.

Ms. Bortnick noted that as the investments diversify, the Board's use of the City Attorney's Office will increase.

**Action**: Moved by Commissioner Murphy and seconded by Commissioner Petrucione to approve the Department Budget for FY 2020-2021 and FY 2021-2022.

Ayes: Marx, Murphy, Salem, Petrucione, Walsh. Nays: None.

02242020-04 Discussion Item Good of the Order

Commissioner Marx asked for an update on the Board's memberships.

Action: This was a discussion item only.

Adjourned at 12:26 PM

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