



MINUTES

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

Regular Meeting

Monday, December 7, 2009

8:30 AM

Suite 3000
30 Van Ness Avenue
San Francisco, California 94103

RETIREE HEALTH TRUST FUND BOARD MEMBERS

Jose Cisneros
Carol Cypert
Clare Murphy, President
Benjamin Rosenfield, Vice President
Edward Walsh

Pledge of Allegiance

Roll Call:

Jose Cisneros	8:30
Carol Cypert	8:30
Clare Murphy	8:30
Benjamin Rosenfield	8:30
Edward Walsh	8:30

REGULAR CALENDAR

1. Approval of the Minutes of the October 19, 2009 Board Meeting

Moved by Commissioner Cisneros, seconded by Commissioner Rosenfield to Approve the Minutes of the October 19, 2009 Board meeting as amended.

Action: Approved by the following vote:

Ayes: Cisneros, Cypert, Murphy, Rosenfield, Walsh

2. Presentation of Trust Contributions Report

Ben Rosenfield, Vice President, presented an oral report and written report on this item.

Ben Rosenfield reported that the Controller's Office has prepared a preliminary report on actual and projected contributions to the Trust Fund, as well as the FY 2009-2010 budget.

The Board engaged in a question and answer session.

In response to a question from Commission Walsh, Commissioner Rosenfield noted that a recently completed collective bargaining agreement with the Laborer's Union requires contributions beginning in 2012.

This was a discussion only item.

2. Discussion of Process for the Selection of Outside Counsel

Erik Rapoport, Deputy City Attorney, presented an oral report on this item.

Mr. Rapoport reported that he had submitted copies of the relevant Charter sections to interested law firms. Mr. Rapoport is continuing discussions with a number of local law firms to identify an appropriate firm to draft the Trust documents.

Mr. Rapoport reviewed the status and projected expenses of current bids received by the Office of the City Attorney.

The Board engaged in a question and answer session.

Commissioner Cypert requested a written summary of the proposals received.

Commissioner Cypert discussed the need for the Board to review the draft Trust agreements early to meet the projected timeline of July 1, 2010.

Commissioner Murphy inquired regarding any additional authorizing language that may be required to initiate the Trust. Mr. Rapoport indicated that he did not believe any additional legislation was required, however, he will confirm this by the next meeting.

Commissioner Murphy and Commissioner Walsh noted the challenges that might be involved if a solo practitioner were to be selected as outside counsel.

Commissioner Cypert requested information regarding similar clients each firm had worked with in the past. Commissioner Murphy requested that a copy of the letter of engagement with the selected bidder be distributed to the Board early in the calendar year. Mr. Rapoport then agreed to submit a report along with a recommendation for a next meeting date. Commissioner Rosenfield noted that the Board would need to meet and approve the draft 2010-2011 budget by the end of March, 2010.

Commissioner Walsh urged an expeditious resolution of these issues.

Monday, March 1, 2010 was recommended as the next meeting date.

This was a discussion only item.

3. Adoption of Resolution Commending Clare Murphy for her Service

Moved by Commissioner Walsh, seconded by Commissioner Cisneros to Adopt a Resolution Commending Clare Murphy for her Service to the City and County of San Francisco.

Action: Approved by the following vote:

Ayes: Cisneros, Cypert, Murphy, Rosenfield, Walsh

4. Adjournment

There being no further business, the Board adjourned its meeting at 9:14.

Respectfully submitted,

Ben Rosenfield
Vice-President, Retiree Health Care Trust Fund Board