



# Retiree Health Care Trust Fund Board

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## BOARD MEETING CALENDAR

### Rescheduled Regular Meeting

**Monday, September 15, 2014**

**1:30 PM**

City and County of San Francisco  
30 Van Ness Avenue, Suite 3000  
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, 30 Van Ness Avenue, Suite 3000, 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 Rosanne Torre, Board Secretary, at (415) 554-7401 or by email at [rosanne.torre@sfgov.org](mailto:rosanne.torre@sfgov.org) at least two (2) business days before the meeting.

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.

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 Rosanne Torre, Board Secretary, for further assistance at (415) 554-7401 or email at [Rosanne.Torre@sfgov.org](mailto:Rosanne.Torre@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](mailto: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 Rosanne Torre, Board Secretary, City Hall, Room 488, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102; telephone (415) 554-7401; or send email with your request to [rosanne.torre@sfgov.org](mailto:rosanne.torre@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](http://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**
  
- 09152014-01      Action item      **Annual election of a new Board President and Vice President**  
  
Documents provided to Board prior to meeting:  
None  
  
Public comments:  
  
Action: Elect new Board President and Vice President
  
- 09152014-02      Action item      **Approval of the Minutes of the June 18, 2014 Special Board Meeting.**  
  
Documents provided to Board prior to meeting:  
Draft Minutes of the June 18, 2014 Special Board Meeting  
  
Public comments:  
  
Action: Approve Minutes of the June 18, 2014 Special Board Meeting.
  
- 09152014-03      Discussion item      **Report on current funding status (budget) of RHCTF.**  
  
Documents provided to Board prior to meeting:  
RHCTF Status and Budget Updated August 26, 2014  
  
Public comments:  
  
Action: This is a discussion item only.
  
- 09152014-04      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 the Month of July 2014

Public comments:

Action: This is a discussion item only.

- 09152014-05      Action item

**Approval of RHCTF Board Manual**

Documents provided to the Board prior to meeting:

Draft RHCTFB Governance Policies, including

- Introduction
- Governance Principles
- Fiduciary Policy
- Terms of Reference
- Operations Policy
- Communications Policy
- Education and Travel Policy
- Code of Conduct Policy

Public comments:

Action: Review, discuss and approve RHCTF Board Manual.

- 09152014-06      Action item

**Approval of the Investment Policy Statement.**

Documents provided to Board prior to meeting:

Draft Investment Policy Statement

Public comments:

Action: Review, discuss and approve RHCTF Investment Policy Statement.

- 09152014-07      Action item

**Approval of RHCTFB Statement of Incompatible Activities.**

Documents provided to Board prior to meeting:

SFERS Statement of Incompatible Activities.

Public comments:

Action: Approve the Statement of Incompatible Activities.

- 09152014-08      Action item

**Approval of Trust Fund Agreement.**

Documents provided to Board prior to meeting:

Draft San Francisco Retiree Health Care Trust Fund Agreement

Public comments:

Action: Review, discuss and approve Trust Fund

Agreement.

- 09152014-09 Discussion and Possible Action Item

**Discussion and possible action regarding the Investment of RHCTF assets through the San Francisco Employees' Retirement System (SFERS).**

Documents provided to Board prior to meeting:

Draft Memorandum of Understanding between the San Francisco City and County Employees' Retirement and the Retiree Health Care Trust Fund Board.

Public comments:

Action:

- 09152014-10 Action item

**Approval of FY 2014 Quarter 4 administrative staff support billings.**

Documents provided to Board prior to meeting:

Quarterly Billings for April 01, 2014 through June 30, 2014.

Public comments:

Action: Approve Staff Billings.

- 09152014-11 Action item

**Approve payment of costs associated with Board member education.**

Documents provided to Board prior to meeting:

Conference and travel costs.

Public comments:

Action: Approve payment of costs associated with Board member education.

- 09152014-12 Action item

**List of educational opportunities.**

Documents provided to Board prior to meeting:

Public comments:

Action: This is a discussion item only.

- 09152014-13 Action item

**Opportunity to place items on future board agendas**

Documents provided to Board prior to meeting:

None

Public comments:

Action: This is a discussion item only.

- 09152014-14      Discussion item

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

Public comments:

- Adjourn