



**BOARD OF ADMINISTRATION**  
**Department of Retirement Services – 1737 N. First Street, Suite 600**

**BOARD MEMBERS**

**Mark J. Skeen, Chair – via telephone**  
at 1341 Hillcrest Drive, San José  
**Bill Brill, Trustee**  
**David Cortese, Trustee**  
**Scott Johnson, Trustee**  
**Bret Muncy, Trustee – Acting Chair**  
**Forrest Williams, Trustee**

**DIRECTOR**

**Russell U. Crosby**

**THURSDAY**

**4 DECEMBER 2008**

**8:30 A.M.**

**AGENDA**

**ORDERS OF THE DAY**

**Ceremonial Item:** Presentation of commendations to David Cortese and Forrest Williams for their service to the P&F Retirement Plan.

**RETIREMENTS**

1. **Service**
  - a. **John B. Carr, Sr.**, Lieutenant, Police Department. Request for Service Retirement effective December 13, 2008; 28.23 years of service.
  - b. **Gordon E. Crowell**, Fire Engineer, Fire Department. Request for Service Retirement effective December 13, 2008; 31.24 years of service.
  - c. **Joel R. Gonzalez**, Police Officer, Police Department. Request for Service Retirement effective November 29, 2008; 28.18 years of service.
  - d. **Steve F. Goytia**, Fire Engineer, Fire Department. Request for Service Retirement effective December 27, 2008; 31.39 years of service.
  - e. **Steve L. Greenfield**, Fire Captain, Fire Department. Request for Service Retirement effective December 14, 2008; 24.43 years of service.
  - f. **Samuel Mojica**, Police Officer, Police Department. Request for Service Retirement effective December 27, 2008; 25.12 years of service. **(SCD Pending)**
  - g. **Randy R. Sekany**, Fire Captain, Fire Department. Request for Service Retirement effective December 27, 2008; 28.37 years of service. **(SCD Pending)**
  - h. **Daniel L. Vasquez**, Sergeant, Police Department. Request for Service Retirement effective December 27, 2008; 28.53 years of service.
  - i. **Joseph J. Vitales**, Fire Engineer, Fire Department. Request for Service Retirement effective December 31, 2008; 29.49 years of service.
  - j. **Michael W. Blatz**, Fire Captain, Fire Department. Request for Service Retirement effective December 27, 2008; 27.7 years of service. **(SCD Pending)**
2. **Disabilities - None**
3. **Change in Status**
  - a. **Raul J. Castro**, Retired Firefighter. Request for change in status to Service-Connected Disability Retirement effective July 12, 2008; 30.94 years of service.
  - b. **Joseph M. Franco**, Retired Fire Engineer. Request for change in status to Service-Connected Disability Retirement effective August 12, 2006; 30.28 years of service.

- c. **Henry Mendoza**, Retired Fire Engineer. Request for change in status to Service-Connected Disability Retirement effective January 27, 2007; 31.65 years of service.

4. **Deferred Vested**

- a. **John M. Fleming**, Sergeant, Police Department. Request for Service Retirement effective January 4, 2009; 14.25 years of service

**DEATH NOTIFICATIONS – None**

**NEW BUSINESS**

- 5. Approval of request from Carron Findley, ex-spouse of Retired Battalion Chief Thomas Afflixio, for a Reduced Retirement Option effective 1 October 2008 under Part 17, Section 3.36.3600 of the SJ Municipal Code.
- 6. Election of Board Chair and Vice Chair for 2009.
- 7. Request for approval for staff to work with Segal to conduct an actuarial study on providing lifetime medical and dental benefits to surviving spouses who were married to members after retirement. All costs to be paid for by the City.

**OLD BUSINESS/CONTINUED-DEFERRED ITEMS**

- 8. Travel Audit compliance update.
- 9. Update on the soundness of the P&F Retirement's investment portfolio.

**STANDING COMMITTEE REPORTS/RECOMMENDATIONS**

**Investment Committee (Skeen, Muncy)**

- 10. Summary of committee meeting held 23 October 2008 (Minutes approved November Agenda)
- 11. Summary of committee meeting held 19 November 2008
  - a. Approval of Plans draft Statement of Investment Policy
  - b. Approval to grant Robeco Boston Partners an investment policy exception to limit individual security variation to the great of 5.0% of market value of portfolio or 1.0% plus benchmark weight of security.

**Real Estate Committee (Skeen, Muncy)**

- 12. Summary of committee meeting held 23 October 2008
- 12(a) Summary of committee meeting held 19 November 2008
  - a. Approval for Secretary to negotiate & execute agreement with Trauner Consulting Services, Inc. to conduct construction audit of Progress Point for an amount not to exceed \$15,000.
  - b. Approval of recommendations by Plan's real estate counsel.

**Investment Committee of the Whole (Full Board) – last meeting 19 November 2008**

**Solutions to Retiree Healthcare Committee (Skeen, Muncy) – None**

**Audit Committee (Brill/Johnson) – last meeting 19 November 2008**

**CONSENT CALENDAR**

13. **Approval of Minutes**

- a. Monthly meeting held 6 November 2008

14. **Notification of Travel/Conference Attendance – November 2008**

**Trustees - None**

**Staff**

- R. Das – American Academy of Physical Medicine & Rehabilitation–San Diego (11/18-11/23)

15. **Approval of Monthly Expenditures**

- a. Report of P&F Retirement Plan expenses as for October 2008

16. **Pending Action**

- a. Updated as of 25 November 2008.

17. **Benefits Review - None**

18. **Return of Contributions**

- a. Voluntary
- b. Involuntary – None

19. **Investments**

- a. Adoption of Resolution No. 3463 for the period ending 30 September 2008
- b. Adoption of Resolution No. 3464 for the period ending 31 October 2008

20. **Communication/Information**

- a. Reports of P&F Retirement Plan Investments – September and October 2008
- b. Notification of the renewal of the Fiduciary Liability Insurance for the period November 30, 2008 through November 20, 2009.
- c. Update on Internal Revenue Service Filing Deadline for Tax Determination Letter
- d. Schedule of P&F Retirement Plan's 2009 meetings.

**PROPOSED AGENDA ITEMS**

**PUBLIC COMMENTS**

**EDUCATION & TRAINING - None**

**ADJOURNMENT**

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the Department of Retirement Services, 1737 N. First Street, Suite 580, San José CA 95112 at the same time that the public records are distributed or made available to the legislative body.

Our facility is equipped with assistive listening devices for the hearing impaired.