



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

BOARD MEMBERS

Mark J. Skeen, Chair
Ken Heredia, Vice Chair
Bill Brill, Trustee
David Cortese, Trustee
Scott Johnson, Trustee
Bret Muncy, Trustee
Forrest Williams, Trustee

DIRECTOR

Russell U. Crosby

THURSDAY

2 OCTOBER 2008

8:30 A.M.

AGENDA

ORDERS OF THE DAY

RETIREMENTS

1. **Service**

- a. **Jose A. Loquiao**, Firefighter, Fire Department. Request for Service Retirement effective October 4, 2008; 31.80 years of service. **(SCD Pending)**

2. **Disabilities**

- a. **Todd F. Lobdell**, Police Officer, Police Department Request for Service-Connected Disability Retirement effective October 2, 2008; 18.32 years of service.

3. **Change in Status**

- a. **David Gutierrez**, Retired Fire Captain. Request for change to Service-Connected Disability Retirement effective October 20, 2007; 26.14 years of service.
- b. **Thomas W. Sandoval**, Retired Police Sergeant. Request for change to Service-Connected Disability Retirement effective July 12, 2008; 25.07 years of service.

4. **Deferred Vested - None**

DEATH NOTIFICATIONS

5. Notification of the death of Dennis D. Murray, Retired Firefighter; retired 3/2/95, died 8/2/08 and survivorship benefits to Margaret Murray, spouse.
6. Notification of the death of Wayne H. Rist, Retired Fire Captain, retired 3/29/80; died 7/16/08 and survivorship benefits to Dorothy B. Rist, spouse.

NEW BUSINESS

7. Request for approval for Board Trustee Muncy to attend NCPERS' Public Safety Employees Pension & Benefits Conference in Palm Springs, October 10 through 15, 2008.
8. Request for determination of the service-connectivity in the death of Terry Kepler, Deceased Police Officer, who died 6/14/2008.
9. Request for determination of fitness of John J. Ruffner, Retired Police Office, to perform duties of an active police officer and, if so determined, approval of his request to rescind his service-connected disability status.
10. Request for approval for staff to explore the development of an RFP for all Pension Administration Services current provided to the Plan by Levi, Ray & Shoup.
11. Request for authorization for the Secretary to negotiate and execute the First Amendment to the Agreement with The Wilfred Jarvis Institute for team building and strategic planning consulting services for a term ending June 30, 2009 and an amount not to exceed \$35,000 (split 50/50 with Federated).
12. Discussion on procedure for approval of Retirement Services' staff travel.
13. Oral update on the soundness of the P&F Retirement's investment portfolio.

OLD BUSINESS/CONTINUED-DEFERRED ITEMS

14. Approval of Revised Policy 220.3-P&F-Procurement of Legal Services. (**defer to November**)
15. Travel Audit compliance update.
16. Adoption of City Travel Policy as the Board's Travel Policy (**referred to Board's Audit Committee**)

STANDING COMMITTEE REPORTS/RECOMMENDATIONS

Investment Committee (Skeen, Heredia, Muncy) – None – last meeting September 18, 2008

Real Estate Committee (Skeen, Heredia, Muncy) – None – last meeting September 18, 2008

Investment Committee of the Whole (Full Board) - None

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

Audit Committee (/Heredia/Muncy) – last meeting 27 August 2008

CONSENT CALENDAR

17. **Approval of Minutes**
 - a. Monthly meeting held 4 September 2008

18. **Approval of Monthly Expenditures**
 - a. Report of P&F Retirement Plan expenses as of 31 August 2008
19. **Pending Action**
 - a. Updated list as of 23 September 2008.
20. **Benefits Review**
 - a. Summaries of meetings held August and September 2008
21. **Return of Contributions**
 - a. Voluntary - None
 - b. Involuntary - None
22. **Investments - None**
23. **Communication/Information**
 - a. Vice Chair Heredia's Alternative Investments Summit conference report.

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.

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