



**City and County of San Francisco
Employees' Retirement System**
GOVERNANCE COMMITTEE CALENDAR

Friday, April 14, 2023

1145 Market Street, 6th Floor
San Francisco, CA 94103
1:00 PM

Members of the Committee will attend this meeting in-person. Members of the public attending the meeting in person will have an opportunity to provide public comment on every item. There will not be an opportunity for members of the public to provide public comment remotely by phone or online, except for members of the public who have received an accommodation due to disability (as described below).

Members of the public may attend the meeting to observe and provide public comment at the physical meeting location listed above.

MISSION STATEMENT

Deliver an exceptional voluntary retirement program, with empowering education and advanced tools that enable participants to achieve their financial retirement goals.

GOVERNANCE COMMITTEE MEMBERS

Ahsha Safaí, Chair
Leona Bridges
Joseph Driscoll

Alison Romano, CEO & CIO

Governance Committee Calendar

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DISABILITY ACCESS

The San Francisco Employees' Retirement System is wheelchair accessible. Remote public participation is available upon request for individuals who cannot attend in person due to disability. Making a request to participate remotely no later than one hour prior to the start of the meeting helps ensure availability of the meeting link. Sign Language Interpretation is also available upon request. If requesting remote Sign Language Interpretation, please submit an accommodation request a minimum of four business hours prior to the start of the meeting. Allowing a minimum of 48 business hours for all other accommodation requests (for example, for other auxiliary aids and services) helps ensure availability. To request accommodation, please contact the Board Secretary at Darlene.armanino@sfgov.org or 415.487.7012.

There is accessible parking in the vicinity of 1145 Market Street at Civic Center Plaza. Accessible **MUNI** lines are available at the corner of Market Street and 8th Street. The closest accessible **MUNI /BART** station is Civic Center Station.

Materials accompanying the agenda are available for public inspection and copying at SFERS, 1145 Market Street, 7th Floor. For additional information, please contact Darlene Armanino, Board Secretary, at (415) 487-7012. Written reports or background materials for calendar items are available for public inspection and are available online at <https://mysfers.org/about-sfers/retirement-board/>.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, 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 to accommodate these individuals.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know 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 THE SUNSHINE ORDINANCE TASK FORCE.

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 print a copy of Chapter 67 of the San Francisco Administrative Code on the Internet, <http://www.sfgov.org/sunshine/>

Any materials distributed to the Retirement Board (or committee) within 72 hours of the meeting or after distribution of the agenda packet to Board (or committee) members are available for public inspection at SFERS, 1145 Market Street, 7th Floor, 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 (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94103, telephone (415) 252-3100, fax (415) 252-3112 and web site: www.sfgov.org/ethics

OPENING CALENDAR

1. Roll Call

2. Communications

3. 041423-03 General Public Comment

PUBLIC COMMENT PROCEDURES: During general public comment, members of the public shall have an opportunity to directly address the Governance Committee on items of interest to the public that are within the subject matter jurisdiction of the Committee and not on the agenda. Members of the public will have an opportunity to speak on each item on the agenda when public comment is called for that item. Members of the public wishing to comment on a matter not on the agenda today may address the Retirement Board now. Public comment is limited to 2 minutes per speaker, unless the Chair specifies a different time. Members of the public who wish to provide public comment are encouraged to complete a speaker card for each agenda item for which they intend to address the Committee and return the card(s) to the Commission Secretary prior to the consideration of that agenda item.

4. 041423-04 Action Item Approval of the Minutes of the May 3, 2021 Governance Committee Meeting

Documents provided to the Governance Committee prior to the current meeting: Draft Minutes of the May 3, 2021 Governance Committee Meeting.

Action: Approve Minutes of the Governance Committee Meeting.

5. 041423-05 Action Item Review and Recommend to the Board Revisions of Board Terms of Reference and Policies: Minor Edits

Documents provided to the Governance Committee prior to the current meeting: Staff Memorandum and the following Terms of Reference (TOR) and policies:

Retirement Board TOR
President TOR & Vice President TOR
Executive Director TOR
Actuarial Services Coordinator TOR
Governance Committee TOR

- Investment Committee TOR
Operations Oversight TOR
DC Committee TOR
Personnel Committee TOR
Code of Fiduciary Conduct, Ethics and Governance
Board Performance Evaluation
Board Operations
Executive Director Performance Evaluation

Action: Review and recommend to the Board for approval revisions to Board Terms of Reference and Policies.

6. 041423-06	Action Item	Review and Recommend to Board Revision of Board Policies: More Substantive Edits
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Documents provided to the Governance Committee prior to the current meeting: Staff Memorandum and the following Board policies:

- Communications
Board Education and Travel
Monitoring and Reporting
Service Provider Selection
Strategic Planning

Action: Review and recommend to the Board for approval revisions to Board Policies.

7. 041423-07	Discussion Item	Governance Committee Member Good of the Order
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Committee members may request that any matter be calendared at a future meeting. All such requests shall be calendared in a reasonable time. (Board Operations Policy ¶25.) The Committee will not discuss any items requested to be calendared until a subsequent meeting when the matter is included on the agenda with the required public notice.

Action: This is a discussion only item.

8. 041423-08 Adjournment