



AGENDA

RETIREMENT BOARD MEETING

REGULAR MEETING

October 12, 2022, 9:00 a.m.

The Board of Retirement will hold its meeting via teleconferencing as permitted by Government Code Section 54953(e). The meeting is accessible telephonically at 669-900-6833, Webinar ID: 812 1150 4070, Passcode: 198404, or via the web at:

<https://us06web.zoom.us/j/81211504070?pwd=cW4zVIMzVUtUbnRkSlo4Z2VqU3NJUT09>

Passcode: 198404

Persons who wish to address the Board of Retirement during public comment may call in during the meeting by dialing the phone number and passcode above. Access via Zoom is also available at the weblink above. To indicate you wish to speak during public comment, please select *9 on your phone or “raise your hand” in the Zoom app.

Public comments are limited to any item that is within the subject matter jurisdiction of the Board of Retirement. Comments will be received in real time via telephone or Zoom, subject to a three-minute time limit per speaker.

THE RETIREMENT BOARD MAY DISCUSS AND TAKE ACTION ON THE FOLLOWING:

1. Pledge of Allegiance.
2. Roll Call.
3. Accept comments from the public.
4. Approve minutes from the September 14, 2022 meeting.
5. Approve the following routine items:
 - a. Certifications of membership.
 - b. Service and disability allowances.
 - c. Death benefits.
 - d. Investment liquidity report.

The Retirement Board will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact the Retirement Office at least 24 hours before a meeting.

6. Accept the following routine items:
 - a. Disability applications and authorize subpoenas as required.
 - b. Investment asset allocation report.

CLOSED SESSION

7. The Board will go into closed session pursuant to Govt. Code Section 54957 to consider recommendations from the medical advisor and/or staff regarding the following disability retirement applications:

<u>Member</u>	<u>Type Sought</u>	<u>Recommendation</u>
a. Javier Espinoza	Service Connected	Service Connected
b. Julie Murphy	Service Connected	Service Connected

8. The Board will continue in closed session pursuant to Govt. Code Section 54957 to consider the Hearing Officer's recommendation regarding the disability application for Mark Emery.

OPEN SESSION

9. Presentation of disability retirement process.
10. Presentation of semi-annual disability retirement report.
11. Presentation of travel reimbursement and education tracking process.
12. Consider and take possible action to authorize the Board to conduct teleconference meetings under Government Code section 54953 (e) and to make related findings.
13. Miscellaneous
 - a. Staff Report
 - b. Outside Professionals' Report
 - c. Trustees' comments

The Retirement Board will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact the Retirement Office at least 24 hours before a meeting.



RETIREMENT BOARD MEETING MINUTES

REGULAR MEETING
September 14, 2022
9:00 a.m.

The Board of Retirement meeting was accessible telephonically at (669) 900-6833, Webinar ID 817 3480 6212 Passcode 574719, as permitted by Government Code Section 54953(e).

1. Pledge of Allegiance

The Board and staff joined in the *Pledge of Allegiance*.

2. Roll Call

Present: Candace Andersen, Dennis Chebotarev, Donald Finley, Scott Gordon, Jerry Holcombe, Louie Kroll, Jay Kwon, David MacDonald, John Phillips, Mike Sloan, Samson Wong and Belinda Zhu (for Russell Watts).

Absent: None

Staff: Gail Strohl, Chief Executive Officer; Christina Dunn, Deputy Chief Executive Officer; Karen Levy, General Counsel; Tim Hoppe, Retirement Services Manager and Jasmine Lee, Member Services Manager.

Outside Professional Support:	Representing:
Jesse Rivera	Segal Consulting
KC Kolluru	Sagitec

3. Accept comments from the public

Carol Nowicki spoke about her husband's experience in 2015 with CCCERA.

Pete Nowicki spoke about his experience with CCCERA and different information he has collected.

Kroll now present for subsequent discussion and voting.

4. Approve of Minutes

It was **M/S/C** to approve the minutes from the August 10, 2022 meeting. (Yes: Andersen, Chebotarev, Finley, Gordon, Holcombe, Kroll, MacDonald, Phillips and Zhu).

5. Approval of Routine Items

It was **M/S/C** to approve the routine items of the September 14, 2022 Board meeting. (Yes: Andersen, Chebotarev, Finley, Gordon, Holcombe, Kroll, MacDonald, Phillips and Zhu).

6. Acceptance of Routine Items

It was **M/S/C** to accept the routine items of the September 14, 2022 Board meeting. (Yes: Andersen, Chebotarev, Finley, Gordon, Kroll, Holcombe, MacDonald, Phillips and Zhu).

CLOSED SESSION

The Board moved into Closed Session pursuant to Govt. Code Section 54957, 54956.9(d)(1), 54956.9(d)(4) and 54956.9(d)(2).

The Board moved into open session.

7. It was **M/S/C to accept the Medical Advisor's recommendation and grant the following disability benefits:**

- a. Bartholomew Corrie – Service Connected (Yes: Andersen, Chebotarev, Gordon, Holcombe, Kroll, MacDonald, Phillips, Wong and Zhu).
- b. Frank Oathout – Service Connected (Yes: Andersen, Chebotarev, Finley, Gordon, Holcombe, Kroll, MacDonald, Phillips and Zhu).

8. The Board continued in closed session pursuant to Govt. Code Section 54956.9(d)(1) to confer with legal counsel regarding pending litigation:

- a. Marchese v. CCCERA et al., Contra Costa County Superior Court, Case o. N22-1435
Andersen recused herself from this item because she serves on the Board of Supervisors for Contra Costa County, the County is a named party in this lawsuit, and Andersen would be taking part in confidential discussions in the County's interest, which may be adverse to CCCERA's interest.

It was **M/S/C** to retain Reed Smith, LLP to represent CCCERA in the litigation (Yes: Chebotarev, Finley, Gordon, Holcombe, Kroll, Kwon, MacDonald, Phillips and Zhu).

9. Pension Administration system project update:

- a. Update from staff – Strohl gave an update on the project and noted the project is on track.

Lee noted CCCERA staff visited San Diego City Employees' Retirement System. During the visit their team discussed steps they took with their Sagitec implementation.

- b. Presentation from Segal – Jesse Rivera from Segal Consulting gave an update on the project.
- c. Presentation from Sagitec – KC, Sagitec's project manager gave an update on the project timeline.

10. Consider and take possible action to update CCCERA's Conflict of Interest Code

Levy presented the amendments to CCCERA's Conflict of Interest Code. It was **M/S/C** to adopt the updates to the CCCERA Conflict of Interest Code as recommended by staff (Yes: Andersen, Chebotarev, Finley, Gordon, Holcombe, Kroll, MacDonald, Phillips and Zhu).

11. Consider and take possible action to authorize the Board to conduct teleconference meetings under Government Code Section 54953 (e) and to make related findings

Levy presented the open meetings law regarding holding teleconference board meetings during a state-proclaimed state of emergency.

It was **M/S/C** to authorize the Board and its committee(s) to continue to conduct teleconference meetings for the next 30 days under Government Code Section 54953 (e) and make the following findings:

1. The Board has reconsidered the circumstance of the statewide state of emergency proclaimed on March 4, 2020 and the countywide local emergency proclaimed on March 10, 2020.
2. The following circumstances currently exist:
 - a. The statewide state of emergency and the countywide local emergency continue to directly impact the ability of the Board and its committee(s) to meet safely in person at meeting that are open to the general public because of the COVID-19 pandemic.
 - b. The County Health Officer's recommendations for safely holding public meetings, which recommend virtual meeting and other measures to promote social distancing, are still in effect. (Yes: Andersen, Chebotarev, Finley, Gordon, Holcombe, Kroll, MacDonald, Phillips and Zhu).

12. Consider and take possible action on SACRS voting proxy form

It was **M/S/C** to appoint Sloan as the Voting Delegate and MacDonald as the Alternate Voting Delegate at the upcoming Fall SACRS Conference. (Yes: Andersen, Chebotarev, Finley, Gordon, Holcombe, Kroll, MacDonald, Phillips and Zhu).

13. Report from Audit Committee Chair on August 24, 2022 Audit Committee meeting

Phillips reported on the August 24, 2022 Audit Committee meeting.

14. Consider authorizing the attendance of Board:

- a. It was **M/S/C** to authorize the attendance of 4 Board Members at the CALAPRS Trustees' Roundtable, October 28, 2022, Virtual (Yes: Andersen, Chebotarev, Finley, Gordon, Holcombe, Kroll, MacDonald, Phillips and Zhu).
- b. It was **M/S/C** to authorize the attendance of 6 Board Members at the SACRS Fall Conference, November 8-11, 2022, Long Beach, CA (Yes: Andersen, Chebotarev, Finley, Gordon, Holcombe, Kroll, MacDonald, Phillips and Zhu).
- c. It was **M/S/C** to authorize the attendance of 4 Board Members at the 9th Annual N. California Institutional Forum, December 7, 2022, Napa, CA (Yes: Andersen, Chebotarev, Finley, Gordon, Holcombe, Kroll, MacDonald, Phillips and Zhu).

16. Miscellaneous

- a. Staff Report- Strohl reported CCCERA engaged with Leap Academy to assist with a business reengineering effort on the Retirement Application Process with a limited duration and limited scope engagement.

Strohl also noted for the first time CCCERA processed electronic payments for those members requesting electronic payments without issuing a paper check to the member first.

- b. Outside Professionals – None
- c. Trustee' comments – MacDonald reported he and Gordon attended the Value Edge Investors Public Funds Conference in Laguna Beach.

Gordon noted the conference had interesting panels.

It was **M/S/C** to adjourn the meeting. (Yes: Andersen, Chebotarev, Finley, Gordon, Holcombe, Kroll, MacDonald, Phillips and Zhu)

Scott Gordon, Chairman

Jerry R. Holcombe, Secretary

CERTIFICATION OF MEMBERSHIPS

Name	Employee Number	Tier	Membership Date	Employer
Acosta, Mariela	92221	P5.2	08/01/22	Contra Costa County
Andrade, Miguel	91431	P5.2	08/01/22	Contra Costa County
Bell, Savaughna	92250	P5.2	08/01/22	Contra Costa County
Bennett, Miracle	90314	P5.2	08/01/22	Contra Costa County
Bolton-Paff, Sandra	92268	P5.2	08/01/22	Contra Costa County
Cacho, Angelina	92196	P5.2	08/01/22	Contra Costa County
Cano, Jennifer	89891	P5.2	08/01/22	Contra Costa County
Cervantes, Sabrina	92222	P5.2	08/01/22	Contra Costa County
Clement, April	86388	P5.2	08/01/22	Contra Costa County
Cooper, Andrell	D9500	P5.3	08/01/22	Contra Costa County Superior Courts
Cooper, Antoine	92211	P5.2	08/01/22	Contra Costa County
Dela Cruz, Jeannette	92215	P5.2	08/01/22	Contra Costa County
Delgadillo, Elan	92280	P5.2	08/01/22	Contra Costa County
Deol, Amar	92285	P5.2	08/01/22	Contra Costa County
Dhaliwal, Inderjeet	92218	P5.2	08/01/22	Contra Costa County
Dickerson, Cody	90215	S/E	08/01/22	Contra Costa County
Dominguez, Isela	D9500	P5.3	08/01/22	Contra Costa County Superior Courts
Dusich, Diamond	92220	P5.2	08/01/22	Contra Costa County
Dyer, Aries	92256	P5.2	08/01/22	Contra Costa County
Echevarria, Thea	92147	P5.2	08/01/22	Contra Costa County
Edens, Noelle	84578	P5.2	08/01/22	Contra Costa County
Fairchild, Victoria	92228	P5.2	08/01/22	Contra Costa County
Fessenden, Carl	92216	P5.2	08/01/22	Contra Costa County
Garza, Saul	92273	S/E	08/01/22	Contra Costa County
George, Michael	92206	P5.2	08/01/22	Contra Costa County
Glenn, Erika	92247	P4.2	08/01/22	Contra Costa County Fire Protection District
Golden, Alexis	91052	P5.2	08/01/22	Contra Costa County
Greenlee, Alyson	92214	P5.2	08/01/22	Contra Costa County
Guillory, Stacey	92251	P5.2	08/01/22	Contra Costa County
Henriquez, Kevin	D3414	P4.3	08/01/22	Rodeo Sanitary District
Hudgens, James	92284	P4.2	08/01/22	Contra Costa County Fire Protection District
Johnson, Samuel	92276	P5.2	08/01/22	Contra Costa County
Joseph, DeWanda	89476	P5.2	08/01/22	Contra Costa County

Key:

I = Tier I	P4.2 = PEPRA Tier 4 (2% COLA)	S/A = Safety Tier A
II = Tier II	P4.3 = PEPRA Tier 4 (3% COLA)	S/C = Safety Tier C
III = Tier III	P5.2 = PEPRA Tier 5 (2% COLA)	S/D = Safety Tier D
	P5.3 = PEPRA Tier 5 (3% COLA)	S/E = Safety Tier E

CERTIFICATION OF MEMBERSHIPS

<i>Name</i>	<i>Employee Number</i>	<i>Tier</i>	<i>Membership Date</i>	<i>Employer</i>
Kaur, Palwinderpal	92232	P5.2	08/01/22	Contra Costa County
Kozoll, Casey	92277	P5.2	08/01/22	Contra Costa County
Landau, Rebecca	92275	P5.2	08/01/22	Contra Costa County
Langer, Catharine	D9500	P5.3	08/01/22	Contra Costa County Superior Courts
Lattier-McDuffie, LaShonda	D9500	P5.3	08/01/22	Contra Costa County Superior Courts
Long, Brian	D4980	P4.3	08/01/22	CCCERA
Lovan, William	92173	P5.2	08/01/22	Contra Costa County
Machiorletti, Caroline	66215	P5.2	08/01/22	Contra Costa County
McNutt Drey, Ellen	60276	P5.2	08/01/22	Contra Costa County
McWilliams, Randall	89894	P5.2	08/01/22	Contra Costa County
Meza, Maritza	92261	P5.2	08/01/22	Contra Costa County
Mills, Jocelle	92174	P5.2	08/01/22	Contra Costa County
Nugent, Melissa	92202	P5.2	08/01/22	Contra Costa County
Odom, Lisa	92289	P5.2	08/01/22	Contra Costa County
Ordonez, Corey	D9500	P5.3	08/01/22	Contra Costa County Superior Courts
Ortiz, Vicky	80238	P5.2	08/01/22	Contra Costa County
Palilla, Hayley	92213	P5.2	08/01/22	Contra Costa County
Palumbo Jr., Dominick	D3406	I	08/01/22	Central Contra Costa Sanitary District
Pigozzo, William	92283	P4.2	08/01/22	Contra Costa County Fire Protection District
Pruden, Andrea	92253	P5.2	08/01/22	Contra Costa County
Quinn, Samantha	92224	P5.2	08/01/22	Contra Costa County
Radke, Drew	87451	P5.2	08/01/22	Contra Costa County
Resurreccion, Sherry	92257	P5.2	08/01/22	Contra Costa County
Rodriguez, Adrian	D9500	P5.3	08/01/22	Contra Costa County Superior Courts
Rovero, Carolina	88910	P5.2	08/01/22	Contra Costa County
Sanders, Mary	92255	P5.2	08/01/22	Contra Costa County
Sanders, Trina	87590	P5.2	08/01/22	Contra Costa County
Santosh Kumari, Fnu	91539	P5.2	08/01/22	Contra Costa County
Seymens-Brackett, Cree	92269	P5.2	08/01/22	Contra Costa County
Shiferaw, Shambel	90063	P5.2	06/01/22	Contra Costa County
Silva, Rodolfo	92148	P5.2	08/01/22	Contra Costa County
Suchil, Maria	92279	P5.2	08/01/22	Contra Costa County
Temesgen, Muluwork	92217	P5.2	08/01/22	Contra Costa County

Key:

I = Tier I	P4.2 = PEPRA Tier 4 (2% COLA)	S/A = Safety Tier A
II = Tier II	P4.3 = PEPRA Tier 4 (3% COLA)	S/C = Safety Tier C
III = Tier III	P5.2 = PEPRA Tier 5 (2% COLA)	S/D = Safety Tier D
	P5.3 = PEPRA Tier 5 (3% COLA)	S/E = Safety Tier E

CONTRA COSTA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION

BOARD OF RETIREMENT

Meeting Date
10/12/2022
Agenda Item
#5b.

Service and Disability Retirement Allowances:

<u>Name</u>	<u>Number</u>	<u>Effective Date</u>	<u>Option Type</u>	<u>Tier</u>	<u>Selected</u>
Bornemann, Keith	82036	06/30/22	SR	PEPRA 5.2	Unmodified
Camera, Robert	D7830	06/30/22	SR	Safety A	Unmodified
Chew, Herbert	53797	06/01/22	SR	III	Unmodified
Cushman, Zara	66347	04/19/22	SCD	Safety A	Unmodified
Easley, Laura	52541	03/22/22	SR	II & III	Unmodified
Fiore, William	80534	02/06/22	SCD	Safety E	Unmodified
Fiso, Christopher	53749	07/11/22	SR	Safety A	Unmodified
Gaines, Elizabeth	74306	06/16/22	SR	III	Unmodified
Garcia, Geysel	69068	06/30/22	SR	III	Option 1
Goetting, Debra	78769	06/01/22	SR	PEPRA 5.3	Unmodified
Gonsalves, Richard	82379	08/27/22	SR	PEPRA 5.2	Unmodified
Gottschall, Chandra	57153	07/30/22	SR	II & III	Unmodified
Hayashi, Guy	70345	03/31/22	SR	Safety A	Unmodified
Haynes, Malik	74286	06/17/22	SR	III	Option 1
Heckman, Robert	55482	05/18/22	SR	Safety A	Unmodified
Hofsass, Pamela	81289	07/01/22	SR	Safety E	Unmodified
Hubbard, Patricia	D7160	06/01/22	SR	I	Unmodified
Kopylovsky, Larisa	77652	05/07/22	SR	III	Unmodified
Lee, Francis	64327	06/21/22	SR	III	Unmodified
Long, Yolanda	76641	06/20/22	SR	III	Unmodified
Lonis, Themis	83048	05/16/22	SR	Safety E	Unmodified
Lopez, Angela	62932	06/28/22	SR	III	Unmodified
Love, Jennifer	D4980	07/08/22	SR	I & III	Unmodified
Marchese, Leah	62628	10/12/21	SCD	Safety A	Unmodified
Mariscal, Jose	64631	03/31/22	SR	I	Unmodified
Maxey, Arnai	77235	05/03/22	SR	III	Unmodified
McColgin, Brian	80993	06/11/22	SR	Safety E	Unmodified
Medina, Teresita	69139	03/31/22	SR	III	Unmodified
Mitra, Leila	D9500	05/20/22	SR	II & III	Option 1
Murphy, Paul	62573	06/10/22	SR	Safety A	Unmodified
Nimir, Balsam	71301	03/30/22	SR	III	Unmodified
Nogueira, Rick	D7830	07/09/22	SR	I	Unmodified

Option Type

NSP = Non-Specified
SCD = Service Connected Disability
SR = Service Retirement
NSCD = Non-Service Connected Disability
* = County Advance Selected w/option

I = Tier I

II = Tier II

III = Tier III

S/A = Safety Tier A

S/C = safety Tier C

Tier

Pepra 4.2 = Pepra Tier 4 (2% COLA)

Pepra 4.3 = Pepra Tier 4 (3% COLA)

Pepra 5.2 = Pepra Tier 5 (2% COLA)

Pepra 5.3 = Pepra Tier 5 (3% COLA)

S/D = Pepra Safety Tier D

S/E = Pepra Safety Tier E

CONTRA COSTA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION

BOARD OF RETIREMENT

Oliver, Catherine	76178	03/31/22	SR	III	Unmodified
Ortman, Lynda	82187	06/01/22	SR	PEPRA 5.2	Unmodified
Peterson, Tanya	80555	07/01/22	SR	Safety E & PEPRA 5.2	Unmodified
Rasmussen, Noel	45357	07/15/22	SR	II & III	Option 2
Ray, Kristin	D9500	05/12/22	SR	III	Unmodified
Rojas, Denise	45430	03/31/22	SR	I	Unmodified
Sanusi, Sandra	73431	05/26/22	SR	III	Unmodified
Schafer, Sarah	42698	07/03/22	SR	II & III	Unmodified
Sears, Shirley	81785	06/11/22	SR	PEPRA 5.2	Unmodified
Sloan, Tami	74301	07/30/22	SR	III	Unmodified
Star, Tamra	68490	07/10/22	SR	III	Unmodified
Stein, James	56327	07/30/22	SR	III	Unmodified
Walker, Lanesha	55704	07/09/22	SR	Safety A	Unmodified
Ware, Derica	66369	06/03/22	SR	II & III	Unmodified
Weigel, Julie	65362	06/18/22	SR	III	Unmodified
Williams, Terry	40956	07/01/22	SR	II & III	Unmodified
Zaiser, Bryan	70044	07/01/22	SR	Safety A	Unmodified

Option Type

NSP = Non-Specified
 SCD = Service Connected Disability
 SR = Service Retirement
 NSCD = Non-Service Connected Disability
 * = County Advance Selected w/option

Tier

I = Tier I
 II = Tier II
 III = Tier III
 S/A = Safety Tier A
 S/C = safety Tier C
 Pepra 4.2 = Pepra Tier 4 (2% COLA)
 Pepra 4.3 = Pepra Tier 4 (3% COLA)
 Pepra 5.2 = Pepra Tier 5 (2% COLA)
 Pepra 5.3 = Pepra Tier 5 (3% COLA)
 S/D = Pepra Safety Tier D
 S/E = Pepra Safety Tier E

CONTRA COSTA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION

BOARD OF RETIREMENT

Meeting Date
10/12/2022
Agenda Item
#5c.

Deaths:

<u>Name</u>	<u>Date of Death</u>	<u>Employer as of Date of Death</u>
Blancaflor, Angelo	08/31/22	Contra Costa County
Ghaznawi, Sakhi	08/24/22	Contra Costa County
Goodson, Leonard	08/01/22	Contra Costa County
Guttry, Edwin	09/01/22	Contra Costa County
Hammett, Billy	08/25/22	Central Contra Costa Sanitary District
Hardey, Marja	09/10/22	Contra Costa County
Kelly, Leone	09/12/22	Contra Costa County
Mansfield, Dewey	09/06/22	Contra Costa County
Masini, Louis	09/06/22	Contra Costa County
Mc Lain, Bonnie	09/21/22	Diablo Water District
Mondloch, Patricia	09/10/22	Contra Costa County
Nuss, Patricia	09/14/22	Housing Authority
Wix, Dolores	08/23/22	Contra Costa County



Meeting Date
10/12/2022
Agenda Item
#5d.

**Contra Costa County Employees' Retirement Association
Liquidity Report – August 2022**

August 2022 Performance

	Cash Flow	Coverage Ratio
Benefit Cash Flow Projected by Model	\$48,500,000	
Liquidity Sub-Portfolio Cash Flow	\$48,500,000	100%
Actual Benefits Paid	\$52,264,683	92.8%
<i>Next Month's Projected Benefit Payment</i>	<i>\$48,500,000</i>	

Monthly Manager Positioning – August 2022

	Beginning Market Value	Liquidity Program Cash Flow	Market Value Change/Other Activity	Ending Market Value
Sit	\$261,414,330	(\$19,500,000)	\$145,200,430	\$387,114,761
DFA	\$440,763,820	(\$10,750,000)	\$200,749,227	\$630,763,047
Insight	\$488,571,982	(\$18,250,000)	\$239,393,727	\$709,715,709
Liquidity	\$1,190,750,132	(\$48,500,000)	\$585,343,384	\$1,727,593,516
Cash	\$799,961,839	(\$3,764,683)	(\$654,059,492)	\$142,137,664
Liquidity + Cash	\$1,990,711,971	(\$52,264,683)	(\$68,716,108)	\$1,869,731,181

Functional Roles

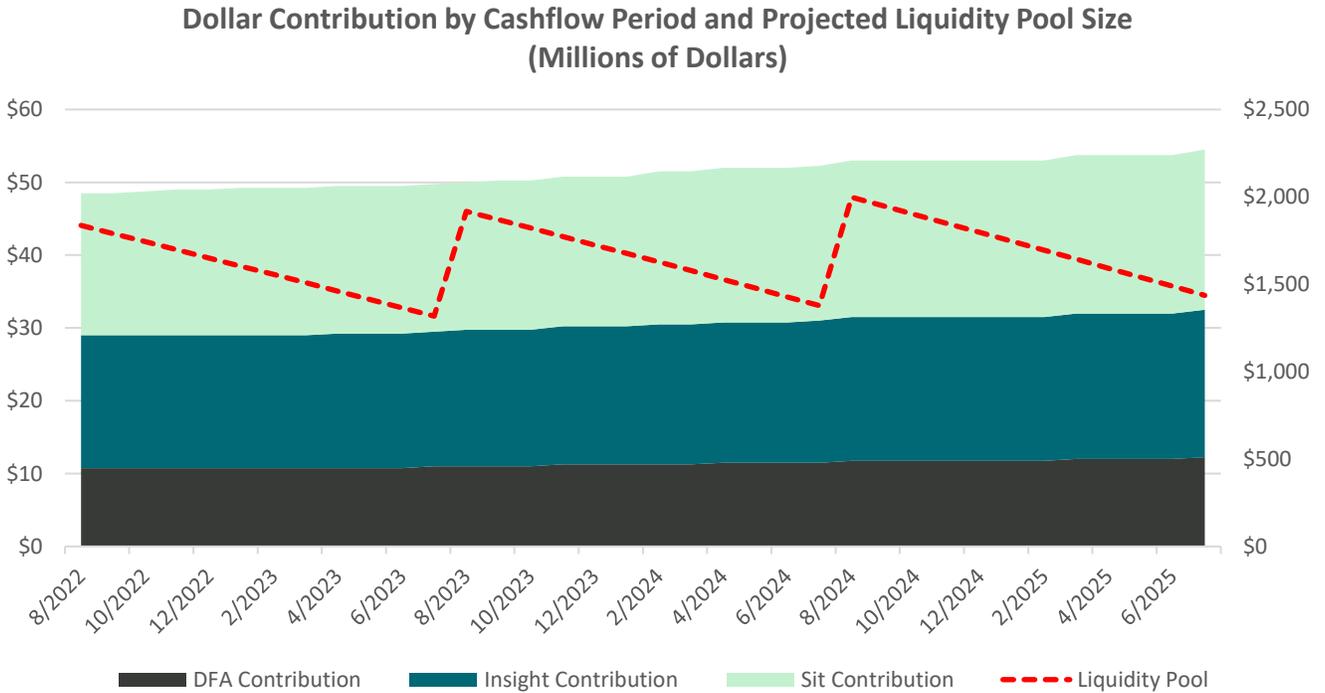
Manager	Portfolio Characteristics	Liquidity Contribution
Sit	High quality portfolio of small balance, government guaranteed mortgages with higher yields.	Pays out net income on monthly basis.
DFA	High quality, short duration portfolio of liquid, low volatility characteristics.	Pays out a pre-determined monthly amount. DFA sources liquidity from across their portfolio.
Insight	Buy and maintain (limited trading) portfolio of high quality, short duration, primarily corporates.	Completion portfolio makes a payment through net income and bond maturities that bridges the gap between other managers and projected payment.
Cash	STIF account at custodial bank.	Buffer in the event of any Liquidity shortfall/excess.

Notes

The eighth cash flow for 2022 from the liquidity program was completed on August 23rd. The actuarial model cash flow was lower than actual experience, \$3.8 million less than the actual benefits paid.

Cash Flow Structure

The chart below shows the sources of cash flow for the next three years of CCCERA’s projected benefit payments. This table will change slightly as the model is tweaked and as the portfolios receive new rounds of funding each July as part of the Annual Funding Plan.



CONTRA COSTA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION

BOARD OF RETIREMENT

Meeting Date
10/12/2022
Agenda Item
#6a.

Disability Retirement Applications: *The Board's Hearing Officer is hereby authorized to issue subpoenas in the following cases involving disability applications:*

<u>Name</u>	<u>Number</u>	<u>Filed</u>	<u>Type</u>
Caravantes, Gilbert	35592	08/16/22	SCD
Espinoza, Javier	86992	08/23/22	SCD
Mulligan, Paul	68989	08/22/22	SCD
Star, Tamra	68490	08/04/22	SCD

<u>Option Type</u>		<u>Tier</u>
NSP = Non-Specified	I = Tier I	Pepra 4.2 = Pepra Tier 4 (2% COLA)
SCD = Service Connected Disability	II = Tier II	Pepra 4.3 = Pepra Tier 4 (3% COLA)
SR = Service Retirement	III = Tier III	Pepra 5.2 = Pepra Tier 5 (2% COLA)
NSCD = Non-Service Connected Disability	S/A = Safety Tier A	Pepra 5.3 = Pepra Tier 5 (3% COLA)
* = County Advance Selected w/option	S/C = safety Tier C	S/D = Pepra Safety Tier D
		S/E = Pepra Safety Tier E

**Contra Costa County Employees' Retirement Association
Asset Allocation as of August 31, 2022**

**Meeting Date
10/12/2022
Agenda Item
#6b.**

	Market Value	Percentage of Total Fund	Current Target* Percentage	Current Target Over/(Under)	Long Term Target	Long Term Over/(Under)
Liquidity						
Dimensional Fund Advisors	387,114,761	3.7%	4.0%	-0.3%		
Insight	630,763,047	6.0%	6.5%	-0.5%		
Sit	709,715,709	6.8%	6.5%	0.3%		
Total Liquidity	1,727,593,516	16.5%	17.0%	-0.5%	17.0%	-0.5%
		Range 11-22%				
Growth						
Domestic Equity						
Boston Partners	384,788,995	3.7%	4.0%	-0.3%		
Jackson Square	79,704	0.0%	0.0%	0.0%		
BlackRock Index Fund	895,063,974	8.6%	9.0%	-0.4%		
Emerald Advisers	200,203,330	1.9%	1.5%	0.4%		
Ceredex	185,653,619	1.8%	1.5%	0.3%		
Total Domestic Equity	1,665,789,622	15.9%	16.0%	-0.1%	13.0%	2.9%
Global & International Equity						
Pyrford (Columbia)	412,250,662	3.9%	4.0%	-0.1%		
William Blair	401,197,961	3.8%	4.0%	-0.2%		
First Eagle	471,558,135	4.5%	4.5%	0.0%		
Artisan Global Opportunities	491,778,143	4.7%	4.5%	0.2%		
PIMCO/RAE Emerging Markets	335,837,458	3.2%	3.5%	-0.3%		
TT Emerging Markets	329,093,647	3.1%	3.5%	-0.4%		
Total Global & International Equity	2,441,716,006	23.3%	24.0%	-0.7%	19.0%	4.3%
Private Equity**	1,395,005,918	13.3%	13.0%	0.3%	18.0%	-4.7%
Private Credit	929,026,883	8.9%	8.0%	0.9%	13.0%	-4.1%
Real Estate - Value Add	210,791,242	2.0%	4.0%	-2.0%	5.0%	-3.0%
Real Estate - Opportunistic & Distressed	360,898,592	3.4%	4.0%	-0.6%	5.0%	-1.6%
Real Estate - REIT			2.0%	-0.0%	0.0%	2.0%
Adelante	91,970,518	0.9%				
Invesco	116,436,381	1.1%				
High Yield (Allianz)	139,192,275	1.3%	1.5%	-0.2%	0.0%	1.3%
Risk Parity			3.0%	0.3%	3.0%	0.3%
AQR GRP EL	172,440,130	1.6%				
PanAgora	173,226,366	1.7%				
Total Other Growth Assets	3,588,988,305	34.3%	35.5%	-1.2%	44.0%	-9.7%
Total Growth Assets	7,696,493,934	73.6%	75.5%	-1.9%	76.0%	-2.4%
		Range 65-85%				
Risk Diversifying						
AFL-CIO	229,930,069	2.2%	2.5%	-0.3%	2.5%	-0.3%
Acadian MAARS	257,602,173	2.5%	2.5%	-0.0%	1.5%	1.0%
Sit LLCAR	307,251,612	2.9%	2.5%		1.5%	
Wellington Real Total Return	64,189	0.0%	0.0%			
Total Risk Diversifying	794,848,044	7.6%	7.5%	0.1%	7.0%	0.6%
		Range 0% - 10%				
Cash and Overlay						
Overlay (Parametric)	101,606,196	1.0%		1.0%		
Cash	142,137,664	1.4%		1.4%		
Total Cash and Overlay	243,743,861	2.3%	0.0%	2.3%	0.0%	2.3%
Total Fund	10,462,679,355	100%	100%		100%	

*Current targets and ranges reflect asset allocation targets accepted by the Board on July 27, 2022 (BOR Resolution 2022-2).

**Private Equity long-term target includes Real Assets/Infrastructure (see Asset Allocation Mix 5 adopted December 9, 2020).

Private Market Investments
As of August 31, 2022

REAL ESTATE - Value Add

	Inception Date	Target Termination	# of Extension	Discretion by GP/LP	New Target Termination	Funding Commitment	Market Value	% of Total Asset	Outstanding Commitment
Invesco IREF III	08/01/13	08/01/20				35,000,000	0	0.00%	
Invesco IREF IV	12/01/14	12/01/21				35,000,000	2,821,874	0.03%	4,453,599
Invesco IREF V	09/11/18	09/11/25				75,000,000	77,485,738	0.74%	19,389,232
Long Wharf FREG IV	08/14/13	09/30/21				25,000,000	1,438,961	0.01%	
Long Wharf FREG V	10/31/16	09/30/24				50,000,000	31,020,536	0.30%	
Long Wharf LREP VI	02/05/20	02/05/28				50,000,000	27,939,144	0.27%	14,997,561
LaSalle Income & Growth Fund VI	01/31/12	01/31/19				75,000,000	18,764,926	0.18%	3,946,000
LaSalle Income & Growth Fund VII	10/31/16	09/30/24				75,000,000	51,320,063	0.49%	5,859,352
						630,000,000	210,791,242	2.01%	48,645,745
Outstanding Commitments								48,645,745	
Total								259,436,987	

REAL ESTATE -Opportunistic & Distressed

	Inception Date	Target Termination	# of Extension	Discretion by GP/LP	New Target Termination	Funding Commitment	Market Value	% of Total Asset	Outstanding Commitment
DLJ Real Estate Capital Partners, L.P. III	06/30/05	06/30/14	in full liq.			75,000,000	15,682,804	0.15%	4,031,338
DLJ Real Estate Capital Partners, L.P. IV	12/31/07	09/30/18				100,000,000	55,988,703	0.54%	1,876,084
DLJ Real Estate Capital Partners, L.P. V	07/31/13	12/31/22				75,000,000	31,636,442	0.30%	5,046,583
DLJ Real Estate Capital Partners, L.P. VI	02/28/19	01/31/29				50,000,000	23,712,716	0.23%	19,906,106
Oaktree Real Estate Opportunities Fund V	02/01/11	02/01/21				50,000,000	1,209,092	0.01%	25,750,000
Oaktree Real Estate Opportunities Fund VI	09/30/13	09/30/20				80,000,000	25,686,057	0.25%	18,400,000
Oaktree Real Estate Opportunities Fund VII	02/28/15	02/28/23				65,000,000	49,657,865	0.47%	16,120,000
PCCP Equity IX	04/11/22	04/01/30				75,000,000	24,631,049	0.24%	43,698,436
Siguler Guff Distressed Real Estate Opp. Fund	07/30/11	07/30/22				75,000,000	21,098,048	0.20%	5,625,000
Siguler Guff Distressed Real Estate Opp. Fund II	08/31/13	08/31/25				70,000,000	35,475,967	0.34%	8,015,000
Siguler Guff Distressed Real Estate Opp. II Co-Inv	01/31/16	10/31/25				25,000,000	12,408,040	0.12%	4,462,138
Paulson Real Estate Fund II	11/10/13	11/10/20				20,000,000	15,253,477	0.15%	654,377
Angelo Gordon Realty Fund VIII	12/31/11	12/31/18				80,000,000	15,333,535	0.15%	12,334,302
Angelo Gordon Realty Fund IX	10/10/14	10/10/22				65,000,000	33,124,797	0.32%	7,572,500
						905,000,000	360,898,592	3.45%	173,491,864
Outstanding Commitments								173,491,864	
Total								534,390,456	

PRIVATE CREDIT

	Inception Date	Target Termination	# of Extension	Discretion by GP/LP	New Target Termination	Funding Commitment	Market Value	% of Total Asset	Outstanding Commitment
Torchlight Debt Opportunity Fund III	09/30/08	06/30/16	2nd 1 YR	LP	06/30/18	75,000,000	0	0.00%	0
Torchlight Debt Opportunity Fund IV	08/01/12	08/30/20				60,000,000	9,045,133	0.09%	0
Torchlight Debt Opportunity Fund V	12/31/14	09/17/22				75,000,000	8,321,350	0.08%	15,000,000
Angelo Gordon Energy Credit Opportunities	09/10/15	09/10/20				16,500,000	3,228,809	0.03%	2,319,783
CCCERA StepStone	12/01/17	11/30/27				1,170,000,000	908,431,591	8.68%	404,220,001
						1,524,500,000	929,026,883	8.88%	421,539,784
Outstanding Commitments								421,539,784	
Total								1,350,566,667	

**Private Market Investments
As of August 31, 2022**

PRIVATE EQUITY	Inception Date	Target Termination	# of Extension	Discretion by GP/LP	New Target Termination	Funding Commitment	Market Value	% of Total Asset	Outstanding Commitment
Adams Street Partners	12/22/95	12/22/25				269,565,614	148,835,827	1.42%	18,002,941
Adams Street Secondary II	12/31/08	12/31/20				30,000,000	3,921,820	0.04%	1,635,000
Adams Street Secondary V	10/31/12	10/31/22				40,000,000	12,725,506	0.12%	9,154,125
Adams Street Venture Innovation Fund	03/09/16	03/09/28				75,000,000	188,271,396	1.80%	8,962,500
AE Industrial Partners Fund II	05/18/18	05/18/28				35,000,000	41,132,378	0.39%	13,912,511
Bay Area Equity Fund	06/14/04	12/31/14	2nd 2 YR	LP	12/31/2017	10,000,000	1,236,397	0.01%	0
Bay Area Equity Fund II	2/29/09	12/31/19				10,000,000	20,000,401	0.19%	0
Carpenter Community BancFund	10/31/09	10/31/19				30,000,000	0	0.00%	0
EIF USPF II	06/15/05	06/15/15	3rd 1 YR	LP	06/15/18	50,000,000	33,193	0.00%	0
EIF USPF III	02/28/07	02/28/17	1st 1 YR	LP	02/28/18	65,000,000	2,014,076	0.02%	0
EIF USPF IV	06/28/10	06/28/20				50,000,000	22,098,803	0.21%	4
Ares EIF V	09/09/15	11/19/25				50,000,000	28,236,994	0.27%	6,194,129
Genstar Capital Partners IX	02/18/19	02/18/29				50,000,000	60,210,883	0.58%	6,340,827
Genstar Capital Partners X	04/01/21	04/01/31				42,500,000	18,020,620	0.17%	24,469,552
GTCR VIII	10/27/20	12/31/36				50,000,000	21,894,741	0.21%	31,675,000
Hellman & Friedman Capital Partners	05/10/21	05/10/31				75,000,000	37,906,080	0.36%	34,117,819
Leonard Green - Green Equity Investors IX	03/01/22	02/28/32				60,000,000	0	0.00%	0
Leonard Green - Jade Equity Investors II	03/01/22	02/28/32				15,000,000	0	0.00%	0
Oaktree Private Investment Fund 2009	02/28/10	12/15/19				40,000,000	425,876	0.00%	6,308,961
Ocean Avenue Fund II	05/07/14	05/07/24				30,000,000	27,405,633	0.26%	3,000,000
Ocean Avenue Fund III	12/09/15	12/09/25				50,000,000	57,563,388	0.55%	4,000,000
Paladin III	08/15/08	08/15/18				25,000,000	12,693,920	0.12%	387,482
Pathway	11/09/98	05/31/21				125,000,000	4,425,144	0.04%	10,597,048
Pathway 2008	12/26/08	12/26/23				30,000,000	19,050,315	0.18%	2,746,218
Pathway 6	05/24/11	05/24/26				40,000,000	39,681,700	0.38%	3,684,184
Pathway 7	02/07/13	02/07/23				70,000,000	80,222,174	0.77%	5,216,065
Pathway 8	11/23/15	11/23/25				50,000,000	79,791,051	0.76%	4,312,108
Siguler Guff CCCERA Opportunities	06/03/14	05/31/25				200,000,000	153,793,302	1.47%	29,597,500
Siguler Guff Secondary Opportunities	12/31/16	12/31/26				50,000,000	0	0.00%	0
Siris Partners IV	05/18/18	05/18/28				35,000,000	39,414,011	0.38%	8,845,760
TA XIV	05/27/21	05/27/31				50,000,000	18,418,141	0.18%	31,000,000
TPG Healthcare Partners, L.P.	06/27/19	06/27/29				24,000,000	12,703,783	0.12%	12,708,850
TPG Healthcare Partners II	06/30/22	06/30/32				65,000,000	0	0.00%	0
TPG Partners IX	06/30/22	06/30/32				50,000,000	3,906,731	0.04%	0
Trident VIII, L.P.	05/24/19	05/24/29				40,000,000	47,126,170	0.45%	5,426,540
Trident IX, L.P.	09/17/21	09/17/31				50,000,000	3,906,731	0.04%	45,319,130
Real Assets									
Aether III & III Surplus	11/30/13	11/30/20				75,000,000	62,899,955	0.60%	2,917,690
Aether IV	01/01/16	01/01/28				50,000,000	64,730,867	0.62%	3,468,001
Commonfund Capital Natural Resources IX	06/30/13	06/30/20				50,000,000	44,475,387	0.43%	2,725,007
Wastewater Opportunity Fund	12/31/15	11/30/22				25,000,000	19,739,255	0.19%	1,036,884
						2,226,065,614	1,395,005,918	14.79%	292,442,705
Outstanding Commitments							292,442,705		
Total							1,687,448,623		

Market value equals the most recent reported net asset value, plus capital calls after net asset value date, less distributions after net asset value date.
The Target Termination column is the beginning of liquidation of the fund, however, some funds may be extended for an additional two or three years.



Meeting Date
10/12/2022
Agenda Item
#9

DISABILITY RETIREMENT OVERVIEW

Tim Hoppe, Retirement Services Manager

Retirement Board Meeting
October 12, 2022

DISABILITY RETIREMENT GENERAL PRINCIPLES

- CCCERA members who are permanently incapacitated may be entitled to a disability retirement.
- Permanent incapacity for the performance of duty shall in all cases be determined by the Retirement Board.

Government Code § 31720 and 31720.1

TYPES OF DISABILITY RETIREMENTS

SERVICE CONNECTED	NON-SERVICE CONNECTED
<p>Member becomes permanently ill or injured as a result of performing their job duties (employment contributed substantially to the member's incapacity).</p> <ul style="list-style-type: none">• If a Safety, Tier 1 or Tier 4 member, unable to perform their job.• If a Tier 3 or Tier 5 member, unable to engage in <u>substantial gainful employment</u>.	<p>Employment did not contribute to the member's incapacity.</p> <ul style="list-style-type: none">• If a Safety, Tier 1 or Tier 4 member, unable to perform job duties.• If a Tier 3 or Tier 5 member, unable to engage in <u>substantial gainful employment</u>.

Government Code § 31720 and 31720.1

DISABILITY RETIREMENT BENEFIT: SAFETY, TIER 1 & TIER 4

SERVICE CONNECTED	NON-SERVICE CONNECTED
<ul style="list-style-type: none">• 50% of the highest final 12 month average salary* or the regular service retirement, if greater.• Up to 100% of the retirement allowance could be non-taxable.	<ul style="list-style-type: none">• Generally equal to 1/3 of the highest final 12 month average salary*, although it could be less depending on the age and retirement service of the applicant or more if the regular service retirement is greater.• This is a taxable benefit.

* Safety C - highest final 36 month average salary;
PEPRA - highest final 36 month average salary, base pay only.

DISABILITY RETIREMENT BENEFIT: TIER 3 & TIER 5

SERVICE CONNECTED

- 40% of highest final 36 month average salary, plus an additional 10% of final average salary for minor children, up to three, or the regular service retirement, if greater.
- Up to 100% of the retirement allowance could be non-taxable.

NON-SERVICE CONNECTED

- 40% of highest final 36 month average salary, plus an additional 10% of final average salary for minor children, up to three, or the regular service retirement, if greater.
- The benefit is taxable.

ELIGIBILITY TO FILE AN APPLICATION

SERVICE CONNECTED	NON-SERVICE CONNECTED
<ul style="list-style-type: none">• All Tiers: Disability retirement may be filed at any time during employment.	<ul style="list-style-type: none">• Safety, Tier 1 and Tier 4: After completing at least five (5) years of retirement service credit.• Tier 3 and Tier 5: After completing at least ten (10) years of retirement service credit.

WHEN CAN A DISABILITY APPLICATION BE FILED?

1. While the member is in service;
2. Within four months after the member's discontinuance of service;
3. Within four months after the expiration of any period during which a presumption is extended beyond the member's discontinuance of service; or
4. While, from the date of discontinuance of service to the time of the application, he or she is continuously physically or mentally incapacitated to perform his or her duties.

BURDEN OF PROOF

The burden of proof is on the applicant (or, if applicant is deceased, on the beneficiaries). An applicant must prove the existence of a permanent incapacity by a preponderance of the evidence to the Board of Retirement and to the courts.

*Government Code §31721; Rau v. Sacramento County Ret. Bd.,
247 Cal. App. 2d 234, 238 (1966)*

'37 ACT PRESUMPTIONS (SAFETY)

Safety members are relieved of the burden of proving their illness arose out of and in the course of employment when a presumption applies, but permanent incapacity must still be proven with medical evidence. Presumptions are rebuttable.

Government Code §31720.6 extends the time for an application to be filed as outlined in *§31722*.

- Heart *§31720.5*
- Cancer *§31720.6*
- Blood-Born Infectious Disease *§31720.7*
- Biochemical Substance *§31720.9*

DISABILITY APPLICATION REVIEW

- When the disability application file is complete, CCCERA staff prepares and provides all documents to the Board's Medical Advisor for review.
- The Medical Advisor then makes a preliminary recommendation, summarizing the evidence or absence of evidence supporting the recommendation.

DISABILITY APPLICATION REVIEW (CONTINUED)

- If the Medical Advisor's preliminary recommendation is to grant the application, the matter is placed on the agenda for the Board to consider the recommendation.

- If the Medical Advisor is unable to recommend granting the application based on the evidence submitted, CCCERA staff will advise the applicant that she or he may:
 1. Submit additional medical or other evidence in support of the application; or
 2. Request a hearing before a Hearing Officer within six months of the date of the letter informing the member that the Medical Advisor is unable to recommend granting the application.

If the applicant does not request a hearing or submit additional medical evidence, the application is closed 6 months after the date of notice of the medical advisors recommendation was sent.

HEARING PROCESS

- Case is filed the Office of Administrative Hearings
- Case is heard by an Administrative Law Judge (ALJ)
- ALJ issues a Report and Recommendation to the Board
- All parties are provided with the report and the opportunity to respond to the proposed recommendation
- Placed on the agenda for Board action
- Final determination resides with the Board

BOARD ACTION AFTER HEARING

The Board will consider the Proposed Findings of Fact and Recommended Decision on a date noticed to all parties. Any party or his or her counsel may request the opportunity to make an oral presentation to the Board. No new evidence or witness testimony may be heard or received by the Board. The Board may:

1. Approve and adopt the proposed findings and recommendation of the Hearing Officer, or
2. Refer the matter back to the Hearing Officer for further proceedings with or without instructions, or
3. Require a transcript or summary of all the testimony, plus all other evidence received by the Hearing Officer, and after receipt thereof, the Board shall take such action as it determines is warranted by the evidence, or
4. Set the matter for hearing before itself. At such hearing, the Board shall hear and decide the matter as if it had not been referred to the Hearing Officer.

QUESTIONS?



Contra Costa County Employees'
Retirement Association

<i>Meeting Date</i> 10/12/2022 <i>Agenda Item</i> #10

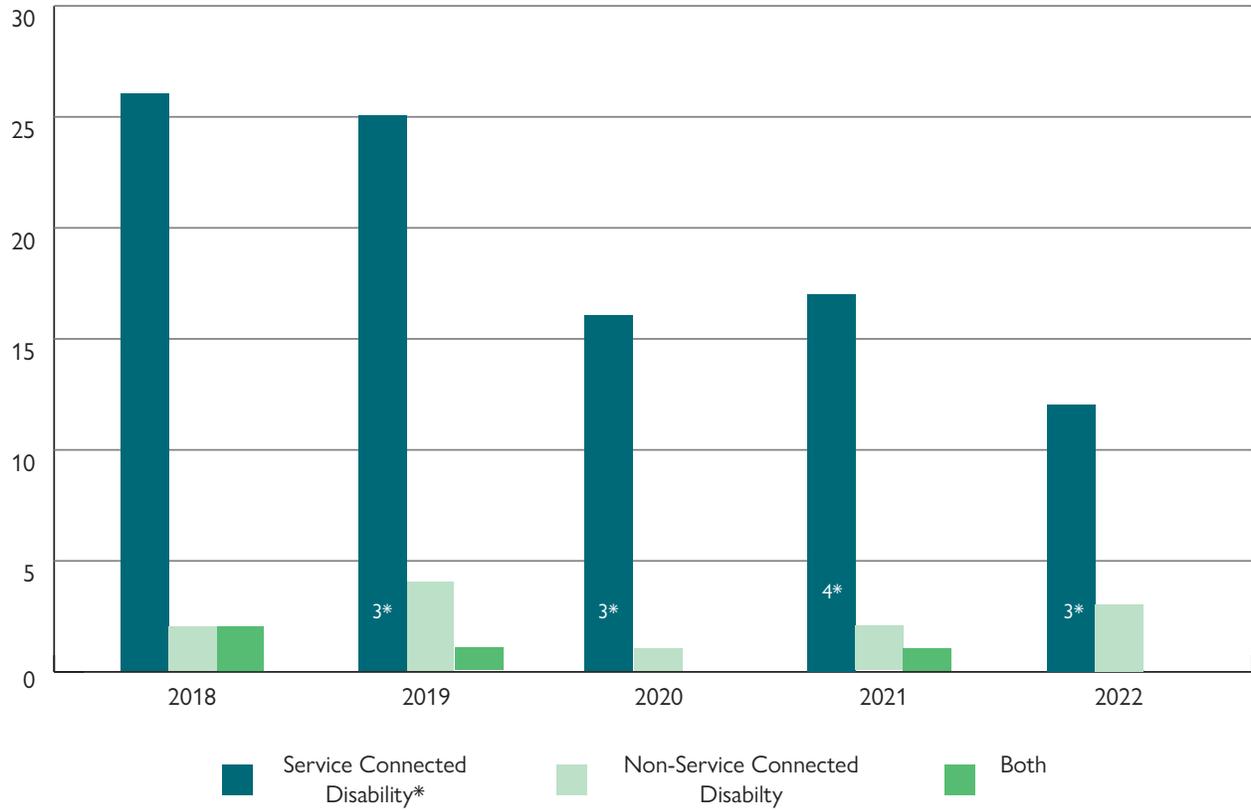
Semi-Annual Disability Retirement Report

*for the years ended 2018, 2019, 2020, 2021,
and the period January 1, 2022 to June 30, 2022*

Semi-Annual Disability Retirement Report

Exhibit 1: Disability Retirement Applications Received by Year

As of June 30, 2022



*Number of service connected disability applications accepted with less than 10 years of service.

Contra Costa County Employees' Retirement Association
 Semi-Annual Disability Retirement Report (Continued)

Exhibit 2: Total Disability Applications Filed with CCCERA (totals listed by employer)

As of June 30, 2022

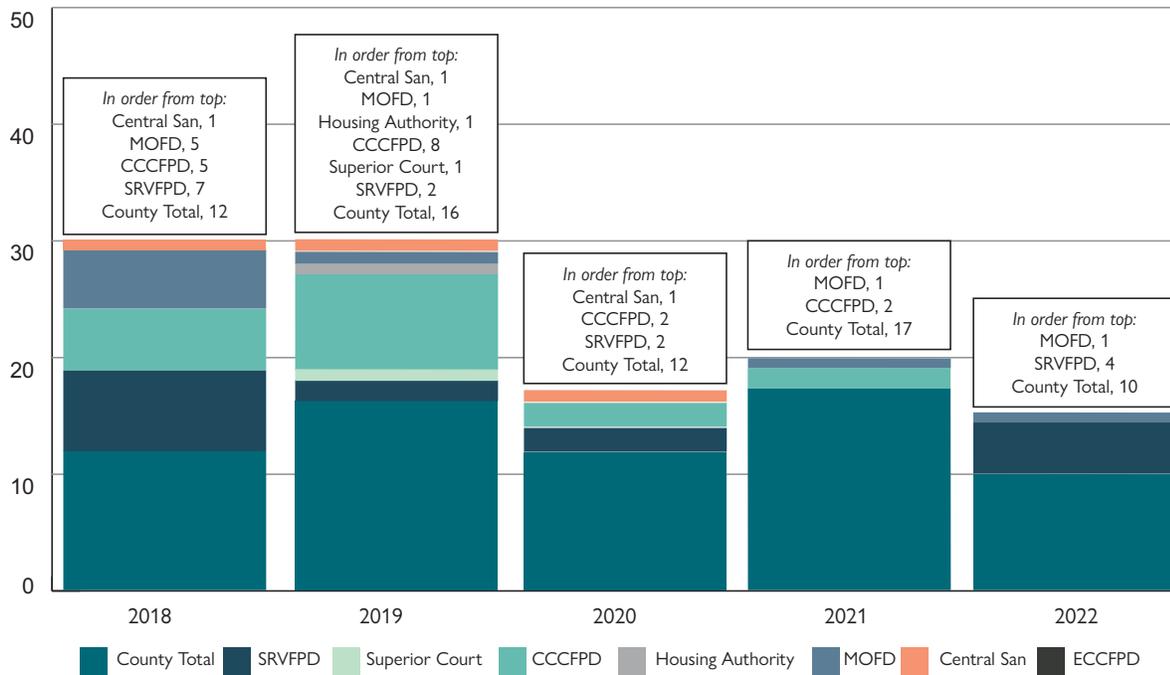
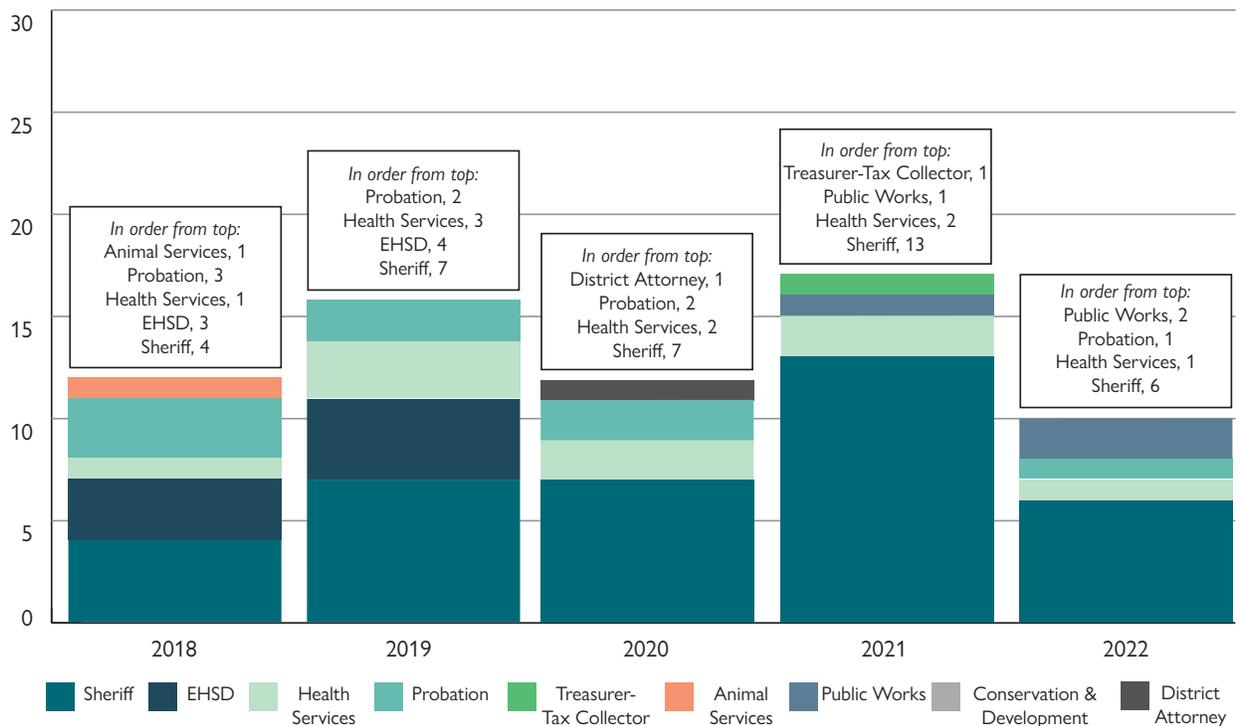


Exhibit 3: Total Disability Applications Filed with CCCERA (by County Department)

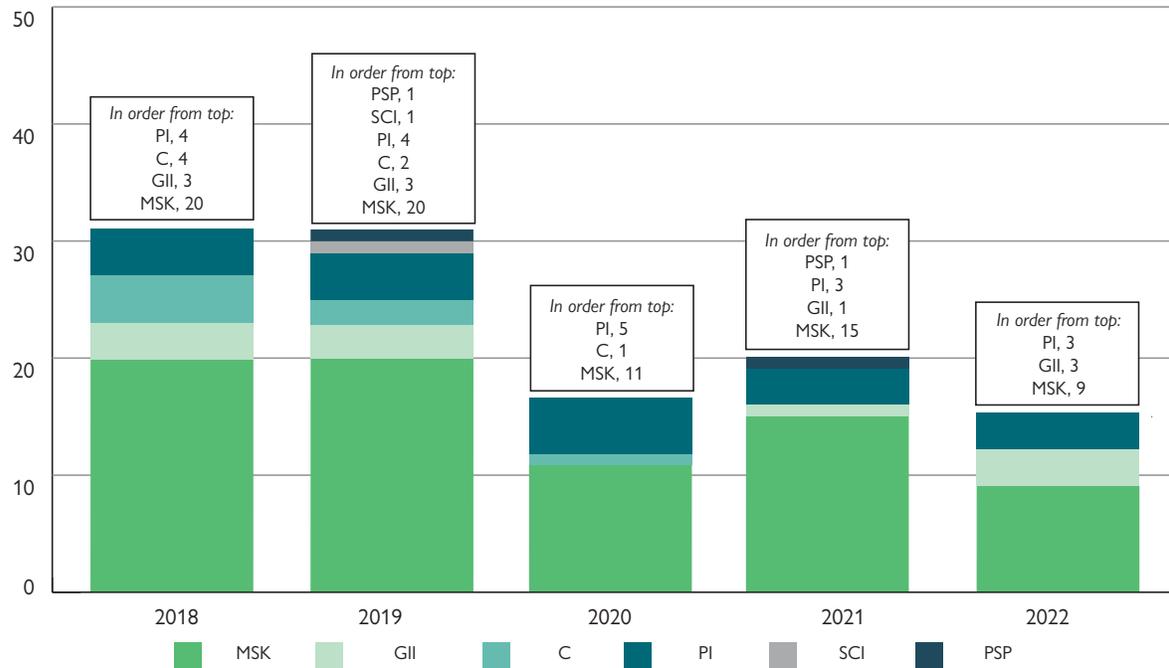
As of June 30, 2022



Contra Costa County Employees' Retirement Association
 Semi-Annual Disability Retirement Report (Continued)

Exhibit 4: Total Disability Filed by Type (Some applications filed with multiple disability types.)

As of June 30, 2022



The following acronyms group different illnesses together by type to show trends and are not limited to the examples below.

Musculoskeletal (MSK)	Will include all orthopedic injuries and illness. Examples include carpal tunnel syndrome, amputation, avascular necrosis, back injury, degenerative disc disease, fibromyalgia, lumbar stenosis, neck injury, shoulder injury, and disc herniation.
General Internal Incapacitation (GII)	Will include all injuries and illness that are general non-orthopedic issues, not covered by the noted above. Examples include diabetes, any disease or injury to an internal organ, rheumatology, pulmonary, gastrointestinal.
Cancer (C)	Will include all permanent incapacitation that was the result of a form of cancer.
Psychiatric Incapacitation (PI)	Will include all psychiatric and mental health conditions and injuries. Examples would be PTSD, OCD, depression, schizophrenia, anxiety disorders, mood and emotional disorders.
Severe Cognitive Impairment (SCI)	Will include all illness' and injuries where the incapacitation has caused diminished cognitive function. Examples include traumatic brain injury, dementia, dyslexia, dyscalculia, memory impairments, diminished concentration and speech.
Public Safety Presumptions (PSP)	Will include all illness and injuries where the cause is governed under GC Sections 31720.5, 31720.6, 31720.7, or 31720.9. Presumptions will be listed twice; once under total presumption and once under type of disability.
Unknown (UKN)	Disability application filed for unknown medical reasons. An example would be an employer that filed an application with limited medical records due to HIPAA.

Contra Costa County Employees' Retirement Association
 Semi-Annual Disability Retirement Report (Continued)

Exhibit 5: Type of Disability by Injury/Illness Group (Employer Level)					
Employer	2018	2019	2020	2021	2022
Contra Costa County Fire Protection District (CCCFPD)					
PI	2	3	2	0	0
MSK	4	4	0	2	0
C	0	1	0	0	0
PSP	0	1	0	0	0
Central Sanitary District					
MSK	1	1	1	0	0
GII	0	0	0	0	0
East County Fire					
MSK	0	0	0	0	0
Housing Authority of Contra Costa County					
MSK	0	1	0	0	0
C	0	0	0	0	0
Moraga/Orinda Fire Protection District					
MSK	4	1	0	0	1
C	1	0	0	0	0
PSP	0	0	0	1	0
San Ramon Valley Fire Protection District					
PI	1	0	2	0	1
MSK	4	2	0	0	3
GII	2	0	0	0	0
Contra Costa County Superior Court					
PI	0	1	0	0	0
GII	0	0	0	0	0
SCI	0	0	0	0	0
Contra Costa County*					
PI	1	0	1	3	2
MSK	7	11	10	13	5
C	3	1	1	0	0
GII	1	3	0	1	3
SCI	0	1	0	0	0

*Detail by Contra Costa County departments on following page.

Contra Costa County Employees' Retirement Association
 Semi-Annual Disability Retirement Report (Continued)

Exhibit 5: Type of Disability by Injury/Illness Group (County Department Level)					
Department	2018	2019	2020	2021	2022
Contra Costa County					
Animal Services					
MSK	1	0	0	0	0
Conservation and Development					
C	0	0	0	0	0
District Attorney					
MSK	0	0	1	0	0
Employment & Human Services Department (EHSD)					
MSK	2	2	0	0	0
C	1	0	0	0	0
SCI	0	1	0	0	0
GII	0	1	0	0	0
Health Services Department					
PI	0	0	1	0	0
MSK	1	1	1	2	0
C	0	0	0	0	0
GII	0	2	0	0	1
Probation Department					
PI	0	0	0	0	1
MSK	2	2	2	0	0
C	1	0	0	0	0
Sheriff's Office					
PI	1	0	0	3	1
MSK	1	6	6	10	5
C	1	1	1	0	0
SCI	0	0	0	0	0
GII	1	0	0	0	0
Public Works					
GII	0	0	0	1	2
Treasurer-Tax Collector					
MSK	0	0	0	1	0

Contra Costa County Employees' Retirement Association
 Semi-Annual Disability Retirement Report (Concluded)

Exhibit 6: Safety Disability Application Summary

Safety Employer **2017-2021**

Sheriff

Applications accepted	29
CCCERA service range	7.5 to 25.42 years
Average service	14.84 years
Title	
Deputy Sheriff	23 (79%)
Sergeant	4 (14%)
Other	2 (7%)
Injury type	
PI	4 (14%)
MSK	22 (76%)
C	2 (7%)
GII	1 (3%)

Fire (CCCFPD/SRVFPD/MOFD)

Applications accepted	29
CCCERA service range	3.67 to 32.25 years
Average service	21.60 years
Title	
Firefighter/Paramedic	18 (62%)
Captain	6 (21%)
Battalion Chief/Chief	3 (10%)
Other	2 (7%)
Injury type	
PI	5 (17%)
MSK	19 (66%)
GII	3 (10%)
PSP	2 (7%)



Christina Dunn

Deputy Chief Executive
Officer

Travel Expense Reimbursement and Education Tracking Process

October 12, 2022

CCCERA's Travel Expense Reimbursement Policy

- Sets the travel guidelines
- Sets reimbursement guidelines
- Delegates to CEO the authority to approve CCCERA staff travel

CCCERA's Travel Expense Reimbursement Policy

- The Board is charged with defraying reasonable expenses of administering the system.
- Reimbursement for expenses must not exceed that which is reasonable and necessary for travel.

How is a Board member approved for travel?

- Travel items that meet the following criteria are included on an Agenda of the Board of Retirement for approval:
 - Authorization may be granted if the necessary funds are available.
 - If the program includes subject matter directly related to retirement issues.
 - The Retirement Association will benefit from the attendance.
- Since the Board encourages trustee oversight, the Chief Investment Officer shall query Board members as to their interest in observing the due diligence process and shall include any Board member(s) expressing such interest.

Education Requirements

- The County Employees Retirement Law of 1937 (CERL) requires that Board members receive 24 hours of education within the first 2 years of assuming office and for every subsequent 2-year period in which the Board member serves on the Board. (Government Code §31522.8.)
- The CCCERA Fiduciary Education Policy outlines the need for Board members to develop and maintain an appropriate level of knowledge and skill necessary to administer the retirement system prudently.
- Board members are required to receive ethics training within one year of assuming office and then every two years following. (Government Code §53235.)
- Newly elected or appointed Board members are required to receive sexual harassment prevention training and education (Government Code Sections 53237-53237.5). Each Board member must receive at least two hours of sexual harassment prevention training within the first six months of taking office, and every two years thereafter.

How many board members can be approved to attend a conference?

Is the conference open to the public?

No, the conference only allows affiliated organizations / individuals to register.

- If the conference is **not** open to the public than the maximum number of Board members that can attend is **4**.

Yes, the conference allows members of the public to register for the conference.

- The conference is **open to the public** than **all** Board members can attend. Board members should take caution not to discuss CCCERA business among themselves.

Examples of Conferences that are Open to the Public:



California Association of Public Retirement Systems



STATE ASSOCIATION *of*
COUNTY RETIREMENT SYSTEMS



The Board has approved the Travel - now what?

- During the Board meeting, Administration staff note which Board members express interest in attending each travel item presented for approval on the agenda.
- The Board members that expressed interest will receive an email from an Administration staff member requesting travel information including:
 - Flights
 - Hotel night stays
 - Additional information that the Conference may need for attendees

Travel Arrangements

- Administration staff are available to make the travel arrangements for the Board members using a CCCERA issued credit card.
- Administration staff completes the registrations for all Board members prior to the conference.

Transportation Considerations

- Transportation is at the most reasonable and cost effective rate and mode of travel.
- Mileage is reimbursed at the current IRS rate, which does not exceed the cost of round trip airfare plus reasonable expenses associated with air travel.



Lodging Considerations

- Reservations will be at the single occupancy, regular rate, plus room taxes and related fees.
- Personal items i.e. in-room movies, meals for anyone other than the employee, alcohol, personal clothing or toiletries, etc. will not be reimbursed.

If these items are charged to the CCCERA credit card, a check should be submitted immediately upon return. The check should be made payable to CCCERA.



Meal Considerations

- Mini bars in hotels are not reimbursed.
- Reimbursement is provided when traveling during a meal period or the conference requires an overnight stay (e.g. dinner the night before).
- Tips on meals up to 20% are reimbursed.
- The maximum amount reimbursed for all meals in a single day is \$100.
- Reimbursement will not be provided for alcoholic beverages.

Other Considerations

- Bridge Tolls, porterage, and public transportation are reimbursable items.
- Parking, airport transportation, taxi, and transportation services are reimbursable items for business reasons, i.e. transportation to and from the conference.
- Reasonable tips and gratuities are reimbursable.

KEEP ALL ITEMIZED RECEIPTS

The travel has been arranged - what's next?

- Administration staff will provide you with a Travel Itinerary with your confirmation numbers.
- If you are flying, you are responsible for checking-in for your flight.
- If you are staying at a hotel, you will need to provide your identification and a credit card for them to keep on file.
 - CCCERA provides a credit card authorization to the hotel for lodging booked with the CCCERA credit card. The hotel should be instructed at check-in to use the card on file for the approved charges.
- In the Travel Itinerary packet, there will be a Continuing Education Submission form.



Continuing Education Submission Form

The CERL (§31522.8) requires the Board to maintain a record of board member compliance with the education policy, and post the policy and an annual report on Board member compliance with the policy on the retirement system's website.

- In order to comply with this requirement, CCCERA logs all continuing education hours submitted by Board members.
- Annually in January, the log is posted on the CCCERA website.
- Prior to posting the log, Administration will provide a list of all of the educational hours logged for you. Please review your log to ensure educational hours that have been reported are included on the log.



The travel is over.....

Getting Reimbursed.

Submit to Administration the following items:

- Complete a travel demand and attach all itemized receipts including original hotel charge receipts and meal receipts. Scanned receipts through email are acceptable. Direct deposit of reimbursement is available.
- Complete and submit the Continuing Education Submission Form (if applicable).
- If a certificate was provided at the training, please provide a copy for your file.

The travel is over.....

- Report to the Retirement Board at the next meeting the pertinent information obtained at the conference. Brief reports of meetings attended at the expense of the local agency are required by law (Gov't Code Section 53232.3) and CCCERA policy.
- If multiple Board members attend a conference, at least one of the attending Board members report on the educational event on behalf of all Board member attendees.

Tips on completing a prompt travel demand...



BOARD MEMBER TRAVEL AND EXPENSE REIMBURSEMENT FORM
CONTRA COSTA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION

Don't forget to enter month & year

FULL NAME: Trustee Name

Once you enter your name it will automatically populate

CLAIM MOYR: July 2022

VENDOR# ZBNAM01

Hotel charges go here. Don't include meals or hotel parking. Meals & parking go under Other Expenses

Please submit ONE travel and expense reimbursement form per conference/trip.

Date	From/To	Purpose/Description	# Miles Board Mtg	# Miles Other	Airfare	Hotel	Meals	OTHER EXPENSES	
								Item	Amount
11/08/22	Concord to Oakland	SACRS Fall Conference		30	295.50	1,253.00	23.75	Uber to hotel	23.60
11/09/22		Burbank, CA					25.78	Bell Hop Tip	5.00
11/10/22		November 8-11, 2022		30			3.57	Maid Tip	
11/11/22	Oakland to Concord						10.50	Shuttle to Airport	23.60
								Airport Parking	54.00
TOTALS			0.0	60.0	\$295.50	\$1,253.00	\$63.60		\$106.20
							Total Miles @	0.585	\$35.10

Mileage should always be put under Other Miles

Each meal receipt should be entered separately. For Example: Dinner Entree was purchased at the Grill Cafe and a bottle of water at the gift shop. Each receipt has to be entered on a separate line as shown above. ALWAYS SUBMIT ITEMIZED RECEIPTS

Tips or Gratuity Receipts for Maids/Bell Hops/Porter Not Required

I certify, under penalty of perjury, that the above mileage and expenses are true and correct and that no part has been previously paid and the expenses listed adhere to CCCERA's travel policy.

Joe Smith November 30, 2022
 Board Member Signature Date

 Payment Authorizing Signature Date

Don't forget to sign & date

FOR ACCOUNTING USE ONLY

MILEAGE DISTRIBUTION						
BOARD	9046	\$ -	Board Mtg Miles	Mileage - Board Meetings		\$0.00
BOARD	9017	\$ 35.10	Other-Miles	Mileage - Other		\$35.10
EXPENSE DISTRIBUTION						
BOARD	9021	\$	Travel	Less Travel Advance		
BOARD	9022	\$	Hotel & Lodging	Total Reimbursable		\$1,718.30
BOARD	9019	\$	Registration Fees			
BOARD	9023	\$	Meals, tips etc.			
BOARD	9020	\$	Travel Adv			
CCCERA #						

AP Initials

QUESTIONS???



Meeting Date
10/12/2022
Agenda Item
#12

MEMORANDUM

Date: October 12, 2022
To: CCCERA Board of Retirement
From: Karen Levy, General Counsel
Subject: Continuing teleconference meetings under Government Code section 54953 (e)

Background

All meetings of the Board of Retirement are open to the general public, as required by the Ralph M. Brown Act, California Government Code sections 54950 *et seq.* Section 54953 (e) of the Brown Act authorizes conducting public meetings via teleconferencing during a state of emergency.¹ The Board has approved conducting its meetings via teleconferencing under Section 54953 (e), finding that in-person meetings of the Board are open to the general public and would risk the health or safety of the public, staff, outside consultants and trustees attending public meetings, in light of the COVID-19 pandemic and related state of emergency. Under the law, if the Board wishes to continue using these special teleconferencing rules it must reconsider the circumstances of the state of emergency and make certain findings.

Proclaimed State of Emergency and Health and Safety Guidance

Currently, the COVID-19 state of emergency proclaimed by the Governor is in effect. The Contra Costa County Health Officer updated its recommendations for safely holding public meetings on October 4, 2022. The recommendations include measures to promote social distancing. (See Attachment A, Health Officer's Recommendations). The Health Officer has recommended as follows:

Online meetings (i.e. teleconferencing meetings) are encouraged, where practical, as these meetings present the lowest risk of transmission of SARS CoV-2, the virus that causes COVID 19. This is particularly important when community prevalence rates are high. Our current trends as of October 4, 2022 in Covid-19 case rate, test positivity, Covid-19 hospitalizations, and COVID-19 wastewater

¹ This change in the Brown Act was enacted under AB 361, which sunsets by its own provisions on January 1, 2024.

surveillance are decreasing, but community transmission, as noted in CDC community transmission map, remains high. In addition to this, the predominant variant of COVID-19 being identified continues to be the Omicron variant and it's subvariants the impact of which on the spread of COVID-19 has shown to dramatically increase COVID-19 transmission.

Recommendation

Consider and take possible action to authorize the Board and its committee(s) to continue to conduct teleconference meetings for the next 30 days under Government Code section 54953 (e) and make the following findings:

1. The Board has reconsidered the circumstances of the statewide state of emergency proclaimed by the Governor on March 4, 2020 and the countywide local emergency proclaimed by the Contra Costa County Board of Supervisors on March 10, 2020.
2. The following circumstances currently exist:
 - a. The statewide state of emergency and the countywide local emergency continue to directly impact the ability of the Board and its committee(s) to meet safely in person at meetings that are open to the general public because of the COVID-19 pandemic.
 - b. The County Health Officer's recommendations for safely holding public meetings, which encourage virtual meetings and other measures to promote social distancing, are still in effect.

Attachment

A

Recommendations for safely holding public meetings

Each local government agency is authorized to determine whether to hold public meetings in person, on-line (teleconferencing only), or via a combination of methods. The following are recommendations from the Contra Costa County Health Officer to minimize the risk of COVID-19 transmission during a public meeting.

1. Online meetings (i.e. teleconferencing meetings) are encouraged, where practical, as these meetings present the lowest risk of transmission of SARS CoV-2, the virus that causes COVID 19. This is particularly important when community prevalence rates are high. Our current trends as of October 4, 2022 in Covid-19 case rate, test positivity, Covid-19 hospitalizations, and COVID-19 wastewater surveillance are decreasing, but community transmission, as noted in CDC community transmission map, remains high. In addition to this, the predominant variant of COVID-19 being identified continues to be the Omicron variant and it's subvariants the impact of which on the spread of COVID-19 has shown to dramatically increase COVID-19 transmission.
2. If a local agency determines to hold in-person meetings, offering the public the opportunity to attend via a call-in option or an internet-based service option is recommended, when possible, to give those at higher risk of and/or higher concern about COVID-19 an alternative to participating in person.
3. A written safety protocol should be developed and followed. It is recommended that the protocol require social distancing, where feasible – i.e. six feet of separation between attendees; and consider requiring or strongly encouraging face masking of all attendees and encouraging attendees to be up-to-date on their COVID-19 vaccine.
4. Seating arrangements should allow for staff and members of the public to easily maintain at least six-foot distance from one another at all practicable times.
5. Consider holding public meetings outdoors. Increasing scientific consensus is that outdoor airflow reduces the risk of COVID-19 transmission compared to indoor spaces. Hosting events outdoors also may make it easier to space staff and members of the public at least 6 feet apart. If unable to host outdoors, consider ways to [increase ventilation and flow](#) of the indoor space to reduce the risk of COVID-19 while indoors.
6. Current evidence is unclear as to the added benefit of temperature checks in addition to symptom checks. We encourage focus on symptom checks as they may screen out individuals with other Covid-19 symptoms besides fever and help reinforce the message to not go out in public if you are not feeling well.
7. Consider a voluntary attendance sheet with names and contact information to assist in contact tracing of any cases linked to a public meeting.

Revised 10-4-2022

Sefanit Mekuria

Sefanit Mekuria, MD, MPH
Deputy Health Officer, Contra Costa County

