

Richard A. White, Jr.
Retirement Administrator



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MENDOCINO COUNTY
EMPLOYEES' RETIREMENT ASSOCIATION
625-B KINGS COURT
UKIAH, CALIFORNIA 95482-5027

Date: August 21, 2013
To: Board of Retirement
From: Richard White, Retirement Administrator *rw*
Subject: Board of Retirement Election

Summary: The terms of the Second, Fourth, Sixth, Seventh and Seventh Alternate member seats on Board of Retirement expire on November 30, 2013. The Fourth and Sixth members are appointed by the Board of Supervisors and the Second, Seventh and Seventh Alternate members are elected by the respective membership of MCERA. The Seventh Alternate member seat is vacant.

The MCERA Bylaws have not been updated to reflect the membership of the Board and the election procedures followed by MCERA. This agenda item proposes updates to the Bylaws, election procedures, and provides an election timeline to be approved by the Board.

Staff Recommendation: (1) Approve changes to MCERA Bylaws Article X (Board of Retirement Eligibility and Election); (2) approve timeline for Board of Retirement election.

Discussion: The Government Code provides for the Board of Retirement membership which includes nine regular members. There is one ex-officio member (County Treasurer), four members appointed by the Board of Supervisors, and four members elected by the membership of the retirement association that includes two general members, one safety member and one retiree member. Additionally, the Government Code provides for alternate members for the safety member and the retiree member.

On December 1, 2013, new three-year terms of office are scheduled for members of the MCERA Board of Retirement, as follows: (1) Second member is the general member seat held by Randy Goodman; (2) Fourth member is the appointed member seat held by John Sakowicz; (3) Sixth member is the appointed member seat held by Ted Stevens; (4) Seventh member is the safety member seat held by Craig Walker. The Seventh member alternate seat is vacant.

The Government Code and the MCERA Bylaws govern the membership and election procedures that are followed in the appointment and election of Board members. A review in preparation for this election showed that the Bylaws were in need of updating. A red-lined version is provided for your review and approval. The election procedures and the timeline of the election cycle were reviewed and the changes are also provided for your review and approval. Forms used for the election process have also been revised to reflect the changes.

In summary, the election process will begin on September 6, 2013 with the election to be held on October 21, 2013. The certified election results will be submitted to the Board of Supervisors and Board of Retirement in early November. The new three-year terms of office begin on December 1, 2013.

**MENDOCINO COUNTY EMPLOYEES' RETIREMENT ASSOCIATION
BOARD OF RETIREMENT**

July 25, 2013

MCERA Board Members				
Regular:		GC Section	Term	Expires
First	County Treasurer Shari Schapmire	31520	By law	Term of Office
Second	General Member Randy Goodman	31520 31520.1	3 years	11/30/2013
Third	General Member Lloyd Weer	31520 31520.1	3 years	11/30/2014
Fourth*	Appointed Member John Sakowicz	31520 31520.1	3 years	11/30/2013
Fifth*	Appointed Member John McCowen, Supervisor	31520 31520.1	3 years	11/30/2014
Sixth*	Appointed Member Ted Stephens	31520.1	3 years	11/30/2013
Seventh	Safety Craig Walker, Law Enforcement	31520.1	3 years	11/30/2013
Eighth	Retiree Member Tim Knudsen	31520.1	3 years	11/30/2014
Ninth*	Appointed Member Bob Mirata	31520.1	3 years	11/30/2014
Alternate:				
Seventh	Safety Vacant	31520.1 31470.2 31470.4		11/30/2013
Eighth	Retiree Richard Shoemaker	31520.5		11/30/2014
* One may be a Supervisor				

**MENDOCINO COUNTY EMPLOYEES' RETIREMENT ASSOCIATION
BOARD OF RETIREMENT**

July 25, 2013

§31520.1. Membership in certain counties; qualifications; term; alternate seventh member

(a) In any county subject to Articles 6.8 (commencing with Section 31639) and 7.5 (commencing with Section 31662.2), the board of retirement shall consist of nine members and one alternate, one of whom shall be the county treasurer. The second and third members of the board shall be members of the association, other than safety members, elected by those members within 30 days after the retirement system becomes operative in a manner determined by the board of supervisors. The fourth, fifth, sixth, and ninth members shall be qualified electors of the county who are not connected with the county government in any capacity, except one may be a supervisor, and shall be appointed by the board of supervisors. A supervisor appointed as a member of the retirement board may not serve beyond his or her term of office as supervisor. The seventh member shall be a safety member of the association elected by the safety members. The eighth member shall be a retired member elected by the retired members of the association in a manner to be determined by the board of supervisors. The alternate member shall be that candidate, if any, for the seventh member from the group under Section 31470.2 or 31470.4, or any other eligible safety member in a county if there is no eligible candidate from the groups under Sections 31470.2 and 31470.4, which is not represented by a board member who received the highest number of votes of all candidates in that group, and shall be referred to as the alternate seventh member. If there is no eligible candidate there may not be an alternate seventh member. The first person chosen as the second and fourth members shall serve for a term of two years beginning with the date the system becomes operative, the third and fifth members shall serve for a term of three years beginning with that date, and the sixth, seventh and alternate seventh members shall serve for a term of two years beginning on the date on which a retirement system established by this chapter becomes operative. The eighth and ninth members shall take office as soon as practicable for an initial term to expire concurrent with the expiration of the longest remaining term of an elected member. Thereafter, the terms of office of the elected, appointed, and alternate seventh members are three years, except as provided in Section 31523.

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Article 3, §31520. - §31520.1.

(b) The alternate seventh member provided for by this section shall vote as a member of the board only if the second, third, seventh, or eighth member is absent from a board meeting for any cause, or if there is a vacancy with respect to the second, third, seventh, or eighth member, the alternate seventh member shall fill the vacancy until a successor qualifies. The alternate seventh member shall sit on the board in place of the seventh member if a member of the same service is before the board for determination of his or her retirement.

(c) The alternate seventh member shall be entitled to both of the following:

(1) The alternate seventh member shall have the same rights, privileges, responsibilities, and access to closed sessions as the second, third, seventh, and eighth member.

(2) The alternate seventh member may hold positions on committees of the board independent of the second, third, seventh, or eighth member and may participate in the deliberations of the board or any of its committees to which the alternate seventh member has been appointed whether or not the second, third, seventh, or eighth member is present.

(Amended by Stats. 2011, Ch. 124 (SB 203), Sec. 1)

MENDOCINO COUNTY EMPLOYEES' RETIREMENT ASSOCIATION BOARD OF RETIREMENT

July 25, 2013

§31520.5. Counties with 9-member retirement boards; appointment of alternate retired member; term

(a) Notwithstanding Section 31520.1, in any county subject to Articles 6.8 (commencing with Section 31639) and 7.5 (commencing with Section 31662), the board of retirement may, by majority vote, appoint, from a list of nominees submitted by a qualified retiree organization, an alternate retired member to the office of the eighth member, who shall serve until the expiration of the current term of the current eighth member. Thereafter, the alternate retired member shall be elected separately by the retired members of the association in the same manner and at the same time as the eighth member is elected. An organization shall be deemed to be a "qualified retiree organization" for purposes of this subdivision if a majority of the members of the organization are retired members of the system.

(b) The term of office of the alternate retired member shall run concurrently with the term of office of the eighth member. The alternate retired member shall vote as a member of the board only in the event the eighth member is absent from a board meeting for any cause. If there is a vacancy with respect to the eighth member, the alternate retired member shall fill that vacancy for the remainder of the eighth member's term of office.

(c) Except as otherwise provided in this section, the alternate retired member shall be entitled to the same rights and privileges and shall have the same responsibilities and access to closed sessions as the eighth member.

(d) The alternate retired member may hold positions on committees of the board independent of the eighth member and may participate in the deliberations of the board or any of its committees to which the alternate retired member has been appointed whether or not the eighth member is present.

(e) The alternate retired member shall be entitled to the same compensation as the eighth member for attending a meeting, pursuant to Sections 31521 and 31521.1, whether or not the eighth member is in attendance at those meetings.

(f) (1) If this section is made applicable in any county, by the appointment of an alternate eighth member, the alternate seventh member shall not sit and act for the eighth member, except as described in paragraph (2).

(2) If both the eighth member and the alternate retired member are not attending a meeting, the alternate seventh member may sit and act for the eighth member as described in Section 31520.1.

(Amended by Stats. 2011, Ch. 124 (SB 203), Sec. 5)

**MENDOCINO COUNTY EMPLOYEES' RETIREMENT ASSOCIATION
BOARD OF RETIREMENT**

July 25, 2013

§31470.2. Persons eligible (All, San Diego, Sacramento)

(a) All sheriffs, undersheriffs, chief deputies sheriff, jailers, turnkeys, deputies sheriff, bailiffs, constables, deputies constable, motorcycle officers, aircraft pilots, heads and assistant heads of all divisions of the office of the sheriff, detectives and investigators in the office of the district attorney, marshals, court service officers only in a county of the third class, as defined in Sections 28020 and 28024, and all regularly appointed deputy marshals are eligible.

(b) In a county of the eighth class, as defined in Sections 28020 and 28029, both as amended by Chapter 1204 of the Statutes of 1971, all peace officers in the Park Ranger class series in the Department of Regional Parks, Recreation, and Open Space are eligible. This subdivision shall not be operative until such time as the county board of supervisors shall, by resolution adopted by a majority vote, make this subdivision applicable in the county.

(c) Local prosecutors, local public defenders, and local public defender investigators are eligible if the county board of supervisors adopts a resolution by a majority vote making this subdivision and Section 31470.14 applicable in the county.

(Amended by Stats. 2000, Ch. 482 (A.B. 439), Sec. 2)

(Amended by Stats. 2002, Ch. 1152 (A.B. 2023), Sec. 11)

§31470.4. Persons eligible

All county foresters, county firewardens, deputies or assistant county foresters, deputies or assistant county firewardens, firefighters, fire apparatus engineers, fire prevention inspectors, forest firemen, fire patrolmen, aircraft pilots, and foremen assigned to fire suppression crews, all other personnel assigned to active fire suppression in any county forester's or county firewarden's department and all officers, engineers, and firemen of any county fire protection district, and all other personnel assigned to active fire suppression in any county fire protection district are eligible.

(Amended by Stats. 1981, Ch. 641, Sec. 1)

CURRENT MCERA BY-LAWS

**ARTICLE X.
BOARD OF RETIREMENT ELIGIBILITY AND ELECTION**

MCERA CURRENT BY-LAWS
ARTICLE X. BOARD OF RETIREMENT ELIGIBILITY AND ELECTION.

Section 1. SUBJECT TO THE PROVISIONS OF ARTICLE 3, Section 31520.1 of the Government Code, County Employees' Retirement Laws of 1937, any active member of the Mendocino County Employees' Retirement Association shall be eligible to serve on the Board of Retirement of said Association unless prohibited by law, and providing the required probationary employment period has been served and the employee has been certified as a permanent employee.

Section 2. On or prior to September 1, of each year, the Retirement Administrator shall notify the Board of Supervisors of the County of Mendocino and the County Clerk of said County of the name or names of the Retirement Board Members for whom successors must be appointed or elected. The Retirement Administrator shall provide a list of the members of this Association as of the First Pay Period in October of said year who shall be entitled to vote in said election.

(a) As provided in Section 31520.1 of the Government Code, County Employees' Retirement Laws of 1937, the Board of Retirement shall consist of Nine (9) members and One (1) alternate, as follows:

- (1) The FIRST member shall be the County Treasurer.
- (2) the SECOND and THIRD members shall be Members of the Mendocino County Retirement Association, other than Safety Members, elected by such Members.
- (3) The FOURTH, FIFTH, SIXTH, and NINTH members shall be qualified electors of the County of Mendocino who are not connected with Mendocino County government in any capacity, except One (1) may be a Mendocino County Supervisor, and shall be appointed by the Board of Supervisors.
- (4) The SEVENTH member shall be a Safety Member of the Mendocino County Employees' Retirement Association, elected by the Safety Members.
- (5) The EIGHTH member shall be a retired member elected by the Retired Members of the Mendocino County Employees' Retirement Association in a manner to be determined by the Board of Supervisors.
- (6) The ALTERNATE member shall be that candidate, if any, for the Seventh member from the group under Section 31470.2 or 31470.4, which is not represented by a Board Member who received the highest number of votes of all candidates in that group. If there is no such candidate there shall be no Alternate Member.

Section 3. No less than Thirty (30) days prior to the election, the County Clerk and/or Retirement Administrator shall mail or cause to be distributed to each member who is entitled to vote at the forthcoming election, a Notice of Election.

Section 4. A qualified member may be nominated for one of the positions to be filled by filing a "DECLARATION OF CANDIDACY BY CANDIDATE" FORM. The Declaration of Candidacy by Candidate shall be made upon forms prepared by the County Clerk and/or Retirement Administrator. A supply of such forms shall be maintained in the County Clerks/Elections Office and/or the Office of the County Treasurer/Retirement Administrator.

(a) The Declaration of Candidacy by Candidate forms shall be filed on the date specified within the NOTICE OF ELECTION, not more than Forty (40) days nor less than Twenty five (25) days prior to the elections.

Section 5. The County Clerk and/or Retirement Administrator shall cause the names and department of those persons nominated for the Board of Retirement to be printed upon ballots of such form as may be determined by the County Clerk and/or Retirement Administrator.

(a) There shall be no provisions for write-in Candidates.

Section 6. As provided in Section 31523, Government Code, County Employees Retirement Laws of 1937, if an election to fill a vacancy for the Second, Third, Seventh, or Eight member has been called and only one member has been duly nominated in accordance with the rules established for the holding of such election, the Board of Supervisors shall order that no election be held and shall direct the County Clerk and/or Retirement Administrator to cast a unanimous ballot in favor of such nominated member.

Section 7. Not less than Ten (10) days prior to the election date in November of each year, the County Clerk and/or Retirement Administrator shall mail, or cause to be distributed to each member authorized to vote at said election one of said ballots together with a ballot envelope and instructions for return of same.

(a) Instructions shall indicate that the voted ballot shall be placed in the envelope marked "Ballot Envelope" or words of like effect, which shall then be sealed:

The Ballot Envelope shall in addition to the return address of the County Clerk and/or Retirement Administrator contain provision for the signature of the Member and the name of the County Department or District to which he belongs.

Said instructions shall further indicate that said Ballot Envelope, in order for the ballot to be counted, must be returned to the County Clerk/Elections Office and/or the County Treasurer/Retirement Administrator's Office by Five (5) o'clock p.m. on the date specified for the election.

Section 8. On the day following the date of election, the County Clerk and/or Retirement Administrator shall publicly canvass the returns of said election and shall certify the results thereof to the Board of Retirement and to the Board of Supervisors of the County of Mendocino. The County Clerk and/or Retirement Administrator shall canvass the returns. The Candidate receiving the highest number of votes shall be declared elected.

Section 9. It is required that the successful candidate complete a statement pursuant to the Conflict of Interest Code. This form is available in the Office of the Registrar of Voters, Mendocino County Courthouse and should be filed within Thirty (30) days after date of election with the Registrar of Voters with a copy of said statement filed with the Retirement Administrator.

Section 10. Whenever a deadline for a procedure associated with a Retirement Board election falls on a holiday or weekend, the final day for completion of the procedure affected by the deadline shall be the last business day preceding such deadline.

**REVISED MCERA BY-LAWS
REDLINED VERSION**

**ARTICLE X.
BOARD OF RETIREMENT ELIGIBILITY AND ELECTION**

MENDOCINO COUNTY EMPLOYEES' RETIREMENT ASSOCIATION BYLAWS OF THE BOARD OF RETIREMENT

ARTICLE X. BOARD OF RETIREMENT ELIGIBILITY AND ELECTION.

Section 1. SUBJECT TO THE PROVISIONS OF Government Code Section 31520.1, any active member of the Mendocino County Employees' Retirement Association shall be eligible to serve on the Board of Retirement unless prohibited by law.

Section 2. On or prior to September 1 of each year, the Retirement Administrator shall notify the Board of Supervisors of the County of Mendocino and the County Clerk of the name or names of the Retirement Board Members for whom successors must be appointed or elected. The Retirement Administrator shall provide a list of the members of this Association as of the first pay period in October who shall be entitled to vote in said election.

(a) As provided in the Government Code, the Board of Retirement shall consist of Nine (9) members and up to Two (2) alternates, as follows:

- (1) The FIRST member shall be the County Treasurer.
(2) The SECOND and THIRD members shall be non-safety members of the Mendocino County Retirement Association elected by such non-safety members who are eligible to vote.
(3) The FOURTH, FIFTH, SIXTH, and NINTH members shall be qualified electors of the County of Mendocino who are not connected with Mendocino County government in any capacity, except one may be a Mendocino County Supervisor, and shall be appointed by the Board of Supervisors.
(4) The SEVENTH member shall be a safety member of the Mendocino County Employees' Retirement Association, elected by the safety members who are eligible to vote.
(5) The EIGHTH member shall be a retired member elected by the retired members of the Mendocino County Employees' Retirement Association in a manner determined by the Board of Supervisors.
(6) The ALTERNATE seventh member shall be that candidate, if any, for the seventh member from the group under Section Government Code Section 31470.2 or 31470.4, or any other eligible safety member in the county if there is no eligible candidate from the groups under Sections 31470.2 and 31470.4, which is not represented by a Board Member who received the highest number of votes of all candidates in that group. If there is no such candidate there shall be no Alternate Member.
(7) The ALTERNATE eighth member shall be elected separately by the retired members of the association in the same manner and at the same time as the eighth member is elected.

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Section 3. Not less than thirty (30) days prior to the election, the Retirement Administrator shall mail or cause to be distributed to each member who is entitled to vote at the forthcoming election, a notice of election, which shall include an election timeline and a statement of the place where declaration of candidacy forms can be obtained.

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Section 4. A qualified member may be nominated for one of the positions to be filled by filing a DECLARATION OF CANDIDACY BY CANDIDATE FORM. The Declaration of Candidacy shall be made by the Candidate upon forms prepared by the Retirement Administrator. A supply of such forms shall be maintained in the Retirement office.

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(a) The Declaration of Candidacy by Candidate forms shall be filed on the date specified within the NOTICE OF ELECTION, not more than Forty (45) days nor less than Twenty five (25) days prior to the election.

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Section 6. As provided in Government Code section 31523, if an election to fill a vacancy for the Second, Third, Seventh, or Eight member has been called and only one member has been duly nominated in accordance with the rules established for the holding of such election, the Board of Supervisors shall order that no election be held and shall direct the Retirement Administrator to cast a unanimous ballot in favor of such nominated member.

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Section 7. Not less than Ten (10) days prior to the election date in October of each year, the Retirement Administrator shall mail, or cause to be distributed to each member authorized to vote at the election a ballot, a ballot envelope and instructions.

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(a) Instructions shall indicate that the voted ballot shall be placed in the envelope marked "Return Ballot" or words of like effect, which shall then be sealed:

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(b) The Return Ballot envelope shall contain a provision for the signature of the Member and the name of the County Department or District to which the member belongs in addition to the return address of the Retirement Administrator.

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Said instructions shall further indicate that said Return Ballot, in order for the ballot to be counted, must be returned to the Retirement Administrator's Office by 12:00 noon on the date specified prior to the election.

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Section 8. Following the date of election the Registrar of Voters shall publicly canvass the returns of said election and the County Clerk shall certify the results thereof to the Board of Retirement and to the Board of Supervisors of the County of Mendocino at the closest board meetings following the election date. The candidate receiving the highest number of votes shall be declared elected.

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Section 9. It is required that the successful candidate complete a statement pursuant to the Conflict of Interest Code. This form is available in the Office of the Registrar of Voters and should be filed within Thirty (30) days after date of election with the Registrar of Voters with a copy to the Retirement Administrator.

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**REVISED MCERA BY-LAWS
STANDARD VERSION**

**ARTICLE X.
BOARD OF RETIREMENT ELIGIBILITY AND ELECTION**

**MENDOCINO COUNTY EMPLOYEES' RETIREMENT
ASSOCIATION
BYLAWS OF
THE BOARD OF RETIREMENT**

ARTICLE X. BOARD OF RETIREMENT ELIGIBILITY AND ELECTION.

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(a) Instructions shall indicate that the voted ballot shall be placed in the envelope marked "Return Ballot" or words of like effect, which shall then be sealed:

(b) The Return Ballot envelope shall contain a provision for the signature of the Member and the name of the County Department or District to which the member belongs in addition to the return address of the Retirement Administrator.

Said instructions shall further indicate that said Return Ballot, in order for the ballot to be counted, must be returned to the Retirement Administrator's Office by 12:00 noon on the date specified prior to the election.

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MCERA BOARD OF RETIREMENT ELECTION

TIMELINE

2013 Election Timeline

Notification to the Board of Supervisors and County Clerk August 30, 2013.

Notice of Election to General, Safety, and Probation members 9/06/13 with payroll.

Declarations of Candidacy are available and accepted 9/9/13 thru 9/20/13. Due by 12:00 noon 9/20/13.

Ballots out 10/4/13 with payroll. Due by 12:00 noon 10/18/13.

Election to be held on Monday 10/21/13 at 9:00am. (schedule Katrina Bartolomie, Clerk Recorder's Office, or her staff to attend.)

Agenda item to the Board of Supervisors 10/22/13.

Certification of election results to the Board of Supervisors on Tuesday, November 5, 2013.

Certification of election results to the Board of Retirement on Wednesday, November 6, 2013.

Term of office begins December 1, 2013.

*Randy Goodman's term expires 11/30/13 and is a 3 year term. (General Member, Elected)

*John Sakowicz's term expires 11/30/13 and is a 3 year term. (BOS Appointee)

*Ted Stephen's term expires 11/30/13 and is a 3 year term. (BOS Appointee)

*Craig Walker's term expires 11/30/13 and is a 3 year term. (Safety Member, Elected)

MCERA BOARD OF RETIREMENT ELECTION

MATERIALS



Mendocino County Employees' Retirement Association

625-B Kings Court · Ukiah, CA 95482 · (707) 463-4328 · Fax (707) 467-6472

NOTICE OF ELECTION AND NOMINATION PERIOD FOR THE BOARD OF RETIREMENT

NOTICE IS HEREBY GIVEN by Richard A. White, Jr., Administrator of the Mendocino County Employees' Retirement Association, pursuant to procedures approved by the Board of Supervisors and contained in the MCERA by-laws, **that Monday, October 21, 2013, is hereby fixed as the date on which an election will be conducted to elect one GENERAL MEMBER** to the Board of Retirement for a term of three (3) years. Incumbent Board Member Randall Goodman's term of office will expire as of November 30, 2013. The new term of office begins December 1, 2013 and ends on November 30, 2016.

- Requirements:
1. Shall be a General Member of the Mendocino County Employees' Retirement Association.
 2. Shall execute and file a Statement of Economic Interest within 30 days of assuming office.

Board Members need to possess the ability to fulfill the fiduciary duties required under the law to ensure that MCERA is appropriately governed and managed. The overriding goal of the Board is to serve the best interests of members and beneficiaries and to protect the assets of the Association. The duties and responsibilities are fully described in the Retirement Board Charter which is available from MCERA. A Board member shall be available to attend regular Retirement Board meetings, which are held on the **third Wednesday of each month at 8:30 a.m.** at the retirement office, special meetings being held for a specific matter and educational sessions related to the Board member responsibilities.

Any qualified GENERAL MEMBER may obtain a "**DECLARATION OF CANDIDACY BY CANDIDATE**" form from the retirement office at 625-B Kings Court, Ukiah, California 95482. Declaration forms will be available Monday, September 9, 2013 at 9:00 a. m. through Friday September 20, 2013 at 12:00 noon. **All Declaration forms with attached statement of candidacy shall be filed with the retirement office no later than 12:00 noon September 20, 2013. (FAXED COPIES WILL NOT BE ACCEPTED).**

If by 12:00 p.m. on September 20, 2013 only one member has been duly nominated in accordance with the rules established for the holding of such election, the Board of Supervisors shall order that no election be held and shall direct the Retirement Association to cast unanimous ballots in favor of such nominated member.

In the event of an election, the canvas of the votes will be conducted in the retirement office commencing at **9 a.m. Monday, October 21, 2013.**

For additional information please contact the retirement office at 463-4328.

Dated this 4th day of September, 2013
Richard A. White, Jr., Retirement Administrator



Mendocino County Employees' Retirement Association

625-B Kings Court · Ukiah, CA 95482 · (707) 463-4328 · Fax (707) 467-6472

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NOTICE IS HEREBY GIVEN by, Richard A. White, Jr., Administrator of the Mendocino County Employees' Retirement Association, pursuant to procedures approved by the Board of Supervisors and contained in the MCERA by-laws, **that Monday, October 21, 2013, is hereby fixed as the date on which an election will be conducted to elect one SAFETY MEMBER and one ALTERNATE SAFETY MEMBER** to the Board of Retirement for a term of three (3) years. Incumbent Safety Member Craig Walker's term of office will expire as of November 30, 2013. The new terms of office begin December 1, 2013 and end on November 30, 2016.

- Requirements:
1. Shall be a Safety Member (includes DSA, MCLEMA, MCPEA) of the Mendocino County Employees' Retirement Association.
 2. Shall execute and file a Statement of Economic Interest within 30 days of assuming office.

The candidate for Safety Member with the most votes will become the Seventh Member of the Board. The runner-up from an unrepresented safety group shall become the Alternate Seventh Member of the Board pursuant to Government Code section §31520.1.

Board Members need to possess the ability to fulfill the fiduciary duties required under the law to ensure that MCERA is appropriately governed and managed. The overriding goal of the Board is to serve the best interests of members and beneficiaries and to protect the assets of the Association. The duties and responsibilities are fully described in the Retirement Board Charter which is available from MCERA. A Board member shall be available to attend regular Retirement Board meetings, which are held on the **third Wednesday of each month at 8:30 a.m.** at the retirement office, special meetings being held for a specific matter and educational sessions related to the Board member responsibilities.

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Dated this 4th day of September, 2013
Richard A. White, Jr., Retirement Administrator



Mendocino County Employees' Retirement Association

625-B Kings Court · Ukiah, CA 95482 · (707) 463-4328 · Fax (707) 467-6472

DECLARATION OF CANDIDACY BY CANDIDATE

To The Board of Retirement,
County of Mendocino,
State of California

Date _____

I, _____, hereby declare myself a candidate for election as a
_____ Member to the Mendocino County Employees' Retirement Association's
Board of Retirement. I understand the election is to be held on October 21, 2013 for a three
year term beginning December 1, 2013 and ending November 30, 2016. I would like my
name, title, and department to appear on the ballot as follows:

Name: _____ Title: _____ Dept.: _____

I do solemnly swear (or affirm) that I meet the statutory qualifications for this Retirement Board
Seat (including, but not limited to, citizenship, residency, and retirement system membership),
that I will support and defend the Constitution of the United States and the Constitution of the
State of California against all enemies, foreign and domestic; that I will bear true faith and
allegiance to the Constitution of the United States and the Constitution of the State of
California; that I take this obligation freely, without any mental reservation or purpose of
evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Subscribed and sworn to before me, this _____ day of _____ in the year _____.

(Signature of candidate)

(Signature of witness)

Please note: All potential candidates must submit a candidacy statement of two hundred
words or less. This statement will be included with the official ballot and will not be corrected
or amended. This completed declaration and accompanying candidacy statement must be
submitted to the retirement office no later than 12:00 noon on Friday, September 20, 2013.
An electronic copy of your submitted candidacy statement may be emailed to
zellerj@co.mendocino.ca.us. *Late or faxed copies will not be accepted.*

Please provide contact information for MCERA use only:

Address: _____ Phone: _____

Cell Phone: _____ Email: _____

Richard A. White, Jr.
Retirement Administrator

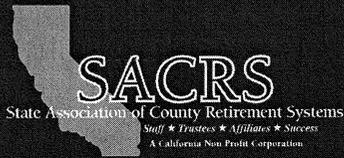


Telephone: (707) 463-4328
(707) 467-6473
Fax: (707) 467-6472

MENDOCINO COUNTY
EMPLOYEES' RETIREMENT ASSOCIATION
625-B KINGS COURT
UKIAH, CALIFORNIA 95482-5027

Date: August 21, 2013
To: Board of Retirement
From: Richard White, Retirement Administrator *RAW*
Subject: General Board Member Discussions

Summary: Board Member John Sakowicz attended the recent **Public Pension Investment Management Program** held at the University of California Berkeley Haas School Of Business that is sponsored by the State Association of County Retirement Systems (SACRS). Board member Sakowicz will give a report to the Board on the course. The course brochure is included for your reference.



Modern Investment Theory & Practice for Retirement Systems

SACRS PUBLIC PENSION
INVESTMENT MANAGEMENT PROGRAM 2013



July 28-31, 2013

UC Berkeley
Haas School of Business

BERKELEY EXEC
DEV



PROGRAM SCHEDULE*

Much has changed in finance in the last 50 years; this three-day program will bring you to the frontier of current investment theory and practice. The program is presented on the beautiful and dynamic campus of UC Berkeley and taught by its world renowned Finance faculty.

SUNDAY July 28, 2013	MONDAY July 29, 2013	TUESDAY July 30, 2013	WEDNESDAY July 31, 2013
INVESTING FUNDAMENTALS FOR NEW TRUSTEES 8:30am-9:00am	CONSTRUCTING THE PORTFOLIO 8:00am Depart Hotel	MAKING THE DIFFICULT DECISIONS 8:00am Depart Hotel	MEASURING PERFORMANCE 8:00am Depart Hotel
Opening Remarks 8:30am-9:00am	Opening Remarks 8:30am-9:00am	Building the Investment Portfolio 9:00am-10:30am	Team Presentations 9:00am-10:30am
Pension Fund Basics 9:00am-10:30am	Review of Pension Fundamentals 9:00am-10:30am	Real Assets: Real Estate 11:00am-11:45am Real Assets: Alternative Investment Strategies 11:45am-12:30pm	Portfolio Management Simulation: Debrief 11:00am-12:30pm
10:30am Break	10:30am Break	12:30-1:30pm Lunch	12:30-1:30pm Lunch
Return, Risk and Diversification 11:00am-12:30pm	Portfolio Management Simulation: Introduction 11:00am-12:30pm	Portfolio Management Implementation 1:30pm-3:00pm	Behavioral Finance: Overconfidence and Expertise, Implications for Trustees 1:30pm-3:30pm
12:30-1:30pm Lunch	Lunch and Group Photo S480 Classroom 12:30pm-1:30pm	3:00pm Break	3:30 - 4:00 Conferal of Certificates
Risks, Assets, and Liabilities 1:30pm-3:00pm	Active and Passive Management 1:30pm-3:00pm	Forecasting Liabilities: Actuarial Science 3:30pm-5:00pm	Team Break Out 3:30pm-5:00pm
3:00pm Break	3:00pm Break	Summary and Wrap Up 5:00-6:00pm	Summary and Wrap Up 5:00-6:00pm
The Total Investment Portfolio 3:30pm-5:00pm	Forecasting Liabilities: Actuarial Science 3:30pm-5:00pm	Reception at Claremont Hotel	Reception at Claremont Hotel
Summary and Wrap Up 5:00-6:00pm	Summary and Wrap Up 5:00-6:00pm	Reception at Claremont Hotel	Reception at Claremont Hotel
Reception at Claremont Hotel	Reception at Claremont Hotel	Reception at Claremont Hotel	*AGENDA SUBJECT TO CHANGE



SACRS Class of 2012

Join Us for SACRS Public Pension Investment Management Program 2013

Public pension trustees and retirement staff won't want to miss the 2013 SACRS Public Pension Investment Management Program, taking place July 28 - 31, 2013. Entitled "Phase II - Modern Investment Theory and Practice for Retirement Systems", the event is presented in partnership with UC Berkeley's Haas School of Business, whose world-renowned faculty has developed a four-day program designed for trustees and staff who are ready to take their education to the next level.

The SACRS Public Pension Investment Management Program blends the expertise of UC Berkeley's distinguished faculty with a network of industry experts to teach the fundamentals of public pension management. As the spotlight on public pensions grows hotter, trustees and staff are increasingly challenged to grapple with alternative investments, policy and governance changes, cost pressures, and much more. After completing this program, attendees will understand the larger context and history of public pension funds and have the skills and knowledge to make better decisions.

Day 1 features a public pension primer that provides both a sturdy foundation for new trustees and staff and a valuable refresher for veteran fiduciaries. The basic language of finance and portfolio management will be introduced, and participants will explore the building blocks of portfolio construction, time value of money, the tradeoff between risk and return, liability forecasting, and asset-liability matching. On Day 2, attendees will explore more deeply the financial concepts that underlie pension fund management. In a session on real assets, participants will take a deep dive into real estate investments and learn how world events might affect risk and return.

On Days 3 and 4 we put theory into practice: participants will see how different choices and assumptions impact portfolio performance. Working in a team simulation, participants will create investment policy for a retirement system and get real-time performance feedback.

Located in one of the most stimulating business environments in the world, the Berkeley campus is at the intersection of business and academia. Berkeley-Haas is renowned for developing innovative business leaders - individuals who redefine the business landscape by putting new ideas into action in all areas of their organizations.

Education is the cornerstone of SACRS' mission. The Berkeley Executive development staff along with the SACRS Affiliate team is committed to the continual development and delivery of content that is current, innovative, results-driven, and responds to the needs of public pension trustees and staff. Participants in this program will not only gain new insight and knowledge, but will add to the core strengths of our organization, the range of expertise and the diversity of perspective found in the public pension community.

Thank you. We look forward to your participation.

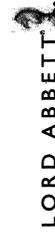
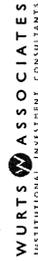
Sincerely,

Doug Rose

Doug Rose
SACRS President
San Diego County

Sulema H. Peterson

Sulema H. Peterson
SACRS Administrator



Day 1 Investing Fundamentals for New Trustees

Day 1 will provide a primer on the basics of public pensions for new trustees. The basic language of finance and portfolio management will be introduced, and participants will explore the basic building blocks of portfolio construction, time value of money, and the tradeoff between risk and return. We also will introduce liability forecasting and asset-liability matching.

SESSION 1: PENSION FUND BASICS

In this session, participants will discuss the mission of the public pension system, receive a primer on the origins and evolution of the public pension system, and learn about the main challenges faced by public pension systems.

SESSION 2: RETURN, RISK, AND DIVERSIFICATION

Here, the basic building blocks of finance will be introduced.

- How to compute returns
- How to measure risk in respect to the CAPM
- Meaning of risk and return
- Present value and future value
- How to measure and track relationships between assets
- What is diversification and how can it be achieved

SESSION 3: RISKS, ASSETS, AND LIABILITIES

In this session, the basic pension balance sheet will be introduced.

- The basic asset classes
- History of basic asset class returns
- Common measures of risk and return performance
- The actuarial problem
- The pension fund matching problem

SESSION 4: THE TOTAL INVESTMENT PORTFOLIO

Here, we will discuss the challenge of funding.

- Asset-liability matching
- Fully funding versus underfunding
- The importance of return assumptions

Throughout day 1, all of the concepts will be explored through participatory, hands-on exercises, to be done in small groups, using both simple computation and Excel applets.

Day 2 Constructing the Portfolio

On day 2, the experienced trustees will join the new trustees to explore more deeply the financial concepts that underlie pension fund management.

SESSION 1: REVIEW OF PENSION FUNDAMENTALS

Participants will discuss the responsibilities of county trustees and the key decisions made by trustees and fund managers.

- What is the most important responsibilities of county trustees?
- What knowledge and information is needed to discharge those responsibilities?
- Review of concepts of risk and return, assets, and liabilities

SESSION 2: PORTFOLIO MANAGEMENT SIMULATION: AN INTRODUCTION

A portfolio modeling tool will be introduced that will form the basis of a simulation.

- The basic concepts will be mapped into the simulation tool
- Brief exercises to cement concepts
- Mini-case covering key concepts

SESSION 3: ACTIVE AND PASSIVE MANAGEMENT

In this session, we will discuss the role of the asset manager.

- How do you define the “risky” portfolio? How do you construct it?
- How do you introduce “active” management into the risky portfolio?

SESSION 4: FORECASTING LIABILITIES

Here, we tie together the two sides of the balance sheet. Participants will use interactive exercises to cement concepts

- What role do the system’s liabilities play? How can one get a handle on current and projected liability projection?
- Does the concept of a liability-hedge portfolio make sense? If you believe it does, how would you construct it? If it doesn’t, how do you decide on asset allocation?

Day 3 Making the Difficult Decisions

On day 3 we put theory into practice. Participants will see how different choices and assumptions impact portfolio performance. Participants will use interactive exercises to cement concepts.

SESSION 1: BUILDING THE INVESTMENT PORTFOLIO

- How do you decide how much of the total portfolio should be in the risky portfolio? How does/should your assumption about active management affect this decision?
- What role does funded status play in this decision?
- How should changes in funded status be fed back into the risky fraction decision?

SESSION 2: ALTERNATIVE INVESTMENT STRATEGIES

- The rationale for alternatives
- Advanced topics in asset allocation
- Nontraditional asset classes
- The promise and peril of derivatives
- The allure of exotic alternatives

SESSION 3: SIMULATION IMPLEMENTATION

The simulation tool will be used to illustrate different outcomes that result from different liability assumptions and asset mixes. Simulations of various mixes of risky and liability-hedging portfolios will be performed to show the effect of the risky portfolios on annual contributions and funded status. Participants will be provided with a portfolio construction assignment.

SESSION 4: TEAM BREAK OUTS

Participants will work in teams to create investment policy for the case retirement system. Teams meet and decide on risky/liability-hedge mix and use of active management.

Day 4 Evaluating Performance

Today, the teams will present their investment policies, discuss their approaches and test them in a simulation.

SESSION 1: TEAM PRESENTATIONS

- Teams will present their investment policies to the group.
- Groups will debate relative merits of investment policies

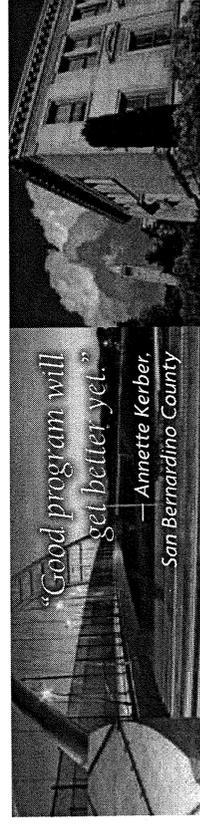
SESSION 2: SIMULATION DEBRIEF

- Results of simulation exercise will be presented to the participants.
- Evaluating the overall performance of the investment program

SESSION 3: BEHAVIORAL FINANCE, OVERCONFIDENCE AND EXPERTISE

In this session, we will discuss the major psychological barriers to prudent decision making by trustees and fund managers.

- Overconfidence
- Heuristics and biases
- Trend following
- Groupthink and herding



THOMAS GILBERT

Thomas Gilbert graduated from the Finance Ph.D. Program at the Haas School of Business in May 2008. Thomas is currently an Assistant Professor of Finance and Business Economics at the Michael G. Foster School of Business, University of Washington. His research lies in the area of information aggregation and the role of macroeconomic announcements on stock prices. Since 2003, he has taught parts of the Certified Investment Management Analyst program (CIMA®) and the Berkeley Finance Series within the Finance Executive Programs at the Haas School of Business. He has also taught in the Undergraduate, Full-Time MBA, and Evening & Weekend MBA programs at Haas, for which he won the Best Graduate Student Instructor Award in 2005, 2006, and 2007. He holds a Masters in Finance from UC Berkeley and a Masters in Physics from Imperial College (United Kingdom).

GREGORY LABLANC

Gregory Lablanc has been a lecturer at UC Berkeley since 2004, teaching courses in Finance, Accounting, Law, and Strategy in the Haas School, the Law School (Boalt Hall) and the department of Economics. Prior to joining the Berkeley faculty, he studied Economics, Business, and Law at the Wharton School of the University of Pennsylvania, George Mason University Law School, Duke Law School, and Berkeley Law (Boalt Hall). He has previously taught Finance, Management, Law and Economics at the Wharton School, Duke University and the University of Virginia and has been a consultant in the fields of IP litigation and competitive intelligence. His research focuses on the impact of tax policy on organizational design, capital formation, and innovation. He has received several teaching awards and has previously been involved in executive education programs at the Wharton School and Darden School.

JOHN O'BRIEN

John O'Brien is the Executive Director of the Master's in Financial Engineering (MFE) program at UC Berkeley, Haas School of Business. He assisted in developing the MFE program, and became its first Executive Director in July 2000. The Haas MFE is ranked number one in the world. Mr. O'Brien also is adjunct professor of finance at Haas; he created and teaches the MFE course in financial innovation. Professor O'Brien is the Haas faculty director for the Investment Management Consultants Association's preparatory course for its Certified Investment Management Advisor designation.

Prior to joining Haas, Mr. O'Brien was a managing director at Credit Suisse Asset Management in New York. At Credit Suisse, Mr. O'Brien had a series of responsibilities: creating and managing the performance measurement and risk management function, the client service function and the e-commerce effort.

Prior to Credit Suisse, Mr. O'Brien was co-founder, Chairman and CEO of Leland O'Brien Rubinstein (LOR) Associates, and Chairman of the Capital Market Fund, and the S&P 500 SuperTrust – the first exchange traded fund (ETF). LOR is credited with a series of financial market innovations and product offerings – a process that now is called “financial engineering”. Mr. O'Brien co-founded Wilshire Associates (originally operated as O'Brien Associates), and co-developed the Wilshire 5000 common stock index (originally named and published as the O'Brien 5000 Index).

Mr. O'Brien has received various awards, including the Financial Analyst's Graham and Dodd Scroll Award, the Matthew R. McArthur Award from the Investment Management Consultants Association for lifetime contributions to investment consulting. Mr. O'Brien was named among Fortune Magazine's ten Businessmen of the Year in 1987. Mr. O'Brien holds a S.B. in economics from MIT, and an M.S. in operations research from UCLA. He served as a Lieutenant in the United States Air Force.

TERRANCE ODEAN

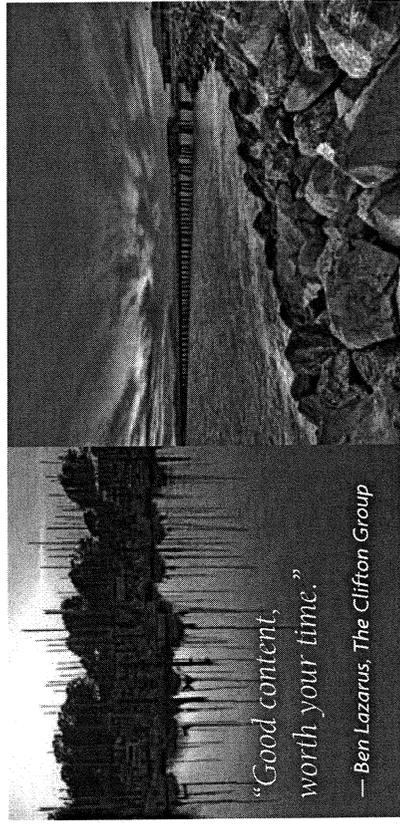
Terrance Odean is the Willis H. Booth Professor of Banking and Finance at the Haas School of Business at the University of California, Berkeley. He earned a B.A. in Statistics at the University of California, Berkeley in 1990 and a Ph.D. in Finance from the Haas School of Business at the University of California, Berkeley in 1997. He is the former director of UC Berkeley's Experimental Social Science Laboratory and a former editor of *The Review of Financial Studies*. As an undergraduate at Berkeley, Odean studied Judgment and Decision Making with the 2002 Nobel Laureate in Economics, Daniel Kahneman. This led to his current research focus on how decision making biases affect investor welfare and securities prices. His research has been cited in *The Wall Street Journal*, *The New York Times*, *Time*, *Newsweek*, *Business Week*, and many other publications. While studying for his Ph.D., Odean worked at Wells Fargo Nikko Investment Advisors and IRIS Financial Engineering, and co-owned a seat on the Pacific Stock Exchange. During the summer of 1970, he drove a yellow cab in New York City.

DAN SCHNUR

Dan Schnur is the Director of the Jesse M. Unruh Institute of Politics at The University of Southern California where he works to motivate students to become active in the world of politics and encourage public officials to participate in the daily life of USC.

For years, Dan was one of California's leading political and media strategists, whose record includes work on four presidential and three gubernatorial campaigns. Schnur served as the national Director of Communications for the 2000 presidential campaign of U.S. Senator John McCain and spent five years as chief media spokesman for California Governor Pete Wilson. In 2012, Schnur was appointed as Chairman of the California Practices Commission, a position he held through that year's elections and until spring of 2011.

In addition to his position at USC, Schnur is an Adjunct Instructor at the University of California at Berkeley's Institute of Governmental Studies. Schnur has also held the post of Visiting Fellow at the John F. Kennedy School of Government's Institute of Politics at Harvard University and taught an advanced course in political campaign communications at George Washington University's Graduate School of Political Management. He writes regular political commentary for the *Washington Post*, the *New York Times*, and *The Politico* websites, and has also been an analyst and political commentator for CNN, MSNBC, Fox News, and National Public Radio.



KRISTIN V. SHOFNER, LORD ABBETT

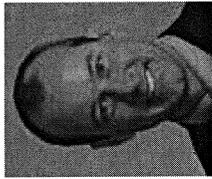
Kristin Shofner is a Director of Public Fund Marketing with Lord Abbett's Institutional Investment Services Group. She is responsible for working directly with Public Fund staffs, their boards and their institutional consultants on the West Coast and Florida to help identify Lord Abbett's institutional investment strategies that best address portfolio needs. She also supports current clients by providing ongoing communication about investment strategy and capabilities within Lord Abbett's institutional products. Ms. Shofner, who has over 10 years of financial services industry experience, joined Lord Abbett in 2003 as Director of Public Fund Marketing. In 2009, she was a finalist for Public Fund Marketer of the year.

Ms. Shofner serves on the SACRS Educational Committee Board and has been featured in the SACRS quarterly publication. She also is a member of the USA National Ekiden Marathon Team. Ms. Shofner earned a BA from the University of California at Santa Barbara.

GRAHAM SCHMIDT, CHEIRON

Graham Schmidt (Associate-SOA, Member-AAA, Fellow-CCA) served as the Senior Vice President of EFI Actuaries for ten years before joining Cheiron as a consulting actuary upon the merger of EFI and Cheiron in 2013. Graham is a frequent speaker at public employer conferences, on topics including actuarial funding policies, asset-liability management and GASB-related issues. In recent years, he has spoken at national meetings sponsored by NCFPERS, the Society of Actuaries, the Academy of Actuaries and other regional organizations, such as SACRS and CALAPRS. Graham is the SACRS-appointed representative to the California Actuarial Advisory Panel (CAAP), and is also a member of the Academy of Actuaries Public Plans Subcommittee and the Committee of Consulting Actuaries Public Plans Committee, the primary actuarial committees dealing with public sector retirement issues in the US.

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SCOTT J. WHALEN, CFA, WURTS AND ASSOCIATES

Scott J. Whalen, Executive Vice President and Senior Consultant, serves primarily to provide high quality strategic investment advice and ensure his clients meet their long-term investment objectives. In addition, Mr. Whalen is a key member of the Wurts & Associates leadership team. He sits on the Management Committee and oversees the Los Angeles consulting staff. Prior to joining Wurts & Associates, Mr. Whalen built a distinguished career in management consulting with McKinsey & Company and Ernst & Young, where he led corporate and public sector institutions to increase efficiency and improve operational performance.

Through his vast experience working with multiple stakeholders across industries, Mr. Whalen has honed his ability to drive effective decision-making, often in challenging environments. He is a recognized speaker at industry conferences, where he has presented on a broad range of investment topics including asset allocation, alternative investing, investment manager oversight, attaining operational efficiencies in investment programs, the challenges and potential benefits of dynamic asset allocation, and the importance of maintaining a long-term perspective.

TERI NOBLE-GRUHM, AMERICAN REALTY ADVISORS

Teri Noble-Grumm is responsible for marketing American Realty Advisors' full line of real estate investment management services, including commingled fund and separate account investment programs to institutional clients in the Western United States. Most recently, Ms. Noble-Grumm served as the Senior Vice President of Relationship Management at ConvergeX where she was responsible for relationship management with plan sponsors and consultants and developing new business opportunities throughout the institutional investor and investment consultant community. Ms. Noble-Grumm is the Vice President of the National Association of Securities Professionals - San Francisco Chapter and recently served as Board Director for the Financial Women's Association of San Francisco and as Vice President for the NASP (San Francisco Chapter).

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"Yes, I feel that all staff and board members should take advantage of this course. This course has been a refresher and update on many of the concepts used at board meeting level."

— Sharon Naramore,
Contra Costa County Employees Retirement Association



CONFERENCE REGISTRATION

Registration online at www.sacrs.org
JULY 28--31, 2013

All conference activities will take place on the campus of **UC Berkeley at the Haas School of Business**. The host hotel is the **Claremont Resort and Spa**. Both locations are tucked away in the beautiful Berkeley hillside. Price for the session is \$2500 per person. (Price includes registration, training materials, food and beverage and daily transportation to and from the Claremont Hotel/UC Berkeley)

PROGRAM LOCATION

UC Berkeley Center for Executive Development
UC Berkeley, Haas School of Business
2220 Piedmont Ave., Berkeley, CA 94720-1900

In order to receive a refund, you must cancel your registration by July 8, 2013. After July 8, 2013 no refunds will be permitted.

Participation is limited.

Register early by visiting www.sacrs.org. To submit your registration, complete the enclosed form and:

MAIL TO:

SACRS
C/O Sulema Peterson
1415 L Street, Suite 1000
Sacramento, CA 95814

OR E-MAIL TO:

Sulema@sacrs.org

OR VISIT:

www.sacrs.org
and submit online

FIRST TIME ATTENDEES

Sunday's session is a pension primer that provides a study foundation for new trustees and staff. The basic language of finance and portfolio management will be introduced, and participants will explore the building blocks of portfolio construction, time value of money, the tradeoff between risk and return, liability forecasting, and asset-liability matching.

RETURNING ATTENDEES

We encourage returning attendees, trustees and staff, to participate during Sunday's session to give you both a valuable refresher on the basics and an opportunity to share your experiences as veteran fiduciaries with your fellow classmates.



Participants will bring a strategic challenge from their own Retirement Plans to the program. They will have the opportunity to further define and develop their knowledge and objectives under faculty guidance.

The strength of the Haas School of Business is expressed in their philosophy "Leading through Innovation." Successful Retirement Plan Managers recognize innovation as an opportunity to maximize the creation of value. This program focuses on individual, team, and organizational levels of innovative potential.

The Public Pension Retirement Management Program is carefully designed to give participants access to the tools, the knowledge and the networks they need to master their particular challenges. Participants will bring a strategic challenge from their own Retirement Plans to the program. They will have the opportunity to further define and develop their knowledge and objectives under faculty guidance.

The programs are taught by the very same top faculty who teach in the UC Berkeley's Business Program—ranked Number 1 in the world. Outstanding faculty includes the top names of classical finance, Thomas Gilbert, and of behavioral finance, Terrance Odean. The programs are on the absolute cutting edge of today's research.

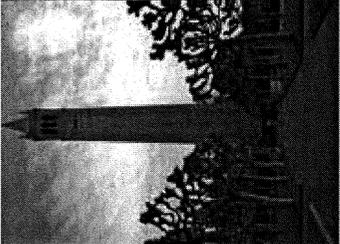
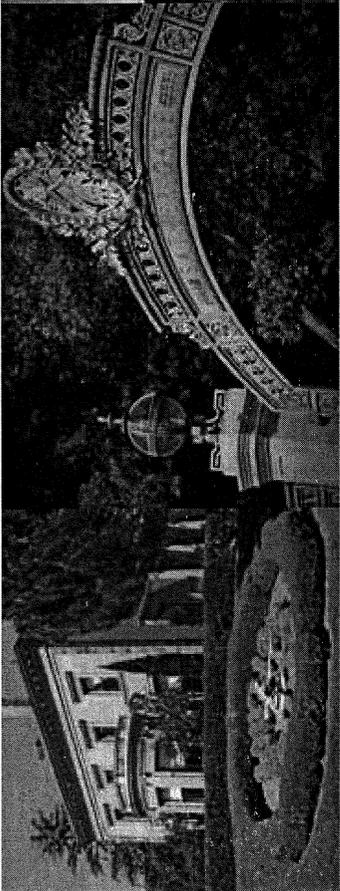
HOTEL RESERVATIONS

Claremont Resort and Spa
41 Tunnel Road, Berkeley, CA 94705
Tel: (510) 843-3000

Accommodations will be made for confirmed attendees at the **Claremont Resort and Spa** located just minutes away from UC Berkeley in the beautiful Berkeley Hills. Shuttle service between the hotel and UC Berkeley will be provided. **SACRS room rate is \$189 per room (not including tax)**. Overnight parking is available at \$18.00 per day per vehicle. Additionally, the hotel charges guests a \$10.00 (plus tax) resort fee per room/per day. This fee is to cover use of the computers and internet in the Business Center, High-Speed Internet access in guest room, access to the Private Club & Fitness Center and all fitness classes, local calls, newspaper delivery and in-room coffee.

Cancellation with no penalties is 72 hours prior to arrival. **All hotel reservations will be made through SACRS. Please do not call the hotel directly to make reservations!** To reserve your hotel accommodations, contact Sulema H. Peterson, SACRS Administrator at the following: Sulema@sacrs.org or (916) 441-1850.

The UC Berkeley faculty members and participants enjoy meals together during the 3 day course. Topics from daily discussions are very often reinforced, vetted and simplified. During the evening, participants often enjoy dinner together as a group, taking in Berkeley's local restaurants within walking distance from the hotel. The informal and collegial atmosphere that develops at the SACRS UC Berkeley Program is one that is very special and unique compared with any other course and conference setting.



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