

**SANTA BARBARA COUNTY
EMPLOYEES' RETIREMENT SYSTEM**

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Santa Barbara, CA 93105

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Lila E. Deeds
Interim Chief Executive Officer



BOARD OF RETIREMENT

Chair – Zandra Cholmondeley
Vice Chair – Ward Rafferty
Secretary - Darryl Scheck
Harry Hagen
Donald Kendig
Vanessa Patterson
Steve Robel
Al Rotella
Janet Wolf
John McMillin
Frederick Tan

**MINUTES OF THE BOARD OF RETIREMENT
OPERATIONS COMMITTEE
September 26, 2011
SBCERS Conference Room
3916 State Street, Suite 210
Santa Barbara, California**

ROLL CALL 9:02 p.m.

Member Present: Hagen, Rotella, Scheck
Alternate Present: Cholmondeley

PUBLIC COMMENT

There was no general public comment.

MINUTES

1. Approve Minutes of:
 - a) Operations Committee meeting of September 7, 2011

MOTION: Approve Minutes of Operations Committee meeting of September 7, 2011.

Rotella/Scheck Approved by unanimous voice vote of all present.
Yes: Hagen, Rotella, Scheck

OPERATIONS COMMITTEE

2. Consider and approve draft Governance Charters:
 - a) Board of Retirement

MOTION: Accept draft Board of Retirement Governance Charter as amended for Board review and approval.

Rotella/Scheck Approved by unanimous voice vote of all present.
Yes: Hagen, Rotella, Scheck

b) Board Chair

MOTION: Accept draft Board Chair Governance Charter as proposed for Board review and approval.

Scheck/Rotella Approved by unanimous voice vote of all present.
Yes: Hagen, Rotella, Scheck

c) Board Vice-Chair

MOTION: Accept draft Board Vice-Chair Governance Charter as proposed for Board review and approval.

Rotella/Scheck Approved by unanimous voice vote of all present.
Yes: Hagen, Rotella, Scheck

3. Review and revise policies as recommended and/or deemed appropriate:

a) Board Policy Development Process

MOTION: Accept Board Policy Development Process Policy as proposed for Board review and approval.

Scheck/Rotella Approved by unanimous voice vote of all present.
Yes: Hagen, Rotella, Scheck

b) Code of Conduct

MOTION: Accept Code of Conduct Policy as amended for Board review and approval.

Scheck/Rotella Approved by unanimous voice vote of all present.
Yes: Hagen, Rotella, Scheck

c) Communications

Trustees Rotella and Scheck made, seconded then withdrew a motion to accept Communication Policy as proposed for Board review and approval

MOTION: Accept amended Communication Policy for Board approval

Rotella/Scheck Approved by unanimous voice vote of all present.
Yes: Hagen, Rotella, Scheck

d) Trustee Elections

MOTION: Accept Trustee Elections Policy as proposed for Board review and approval.

Scheck/Rotella Approved by unanimous voice vote of all present.
Yes: Hagen, Rotella, Scheck

f) Trustee Travel

MOTION: Accept Trustee Travel policy as proposed for Board review and approval

Scheck/Rotella Approved by unanimous voice vote of all present.
Yes: Hagen, Rotella, Scheck

e) Service Provider Selection – new

Continued

Chair Hagen directed staff to return with Service Provider Selection Policy.

NO ACTION TAKEN

The meeting adjourned at 12:01p.m.

ATTEST:

Clerk

Chair