

**AGENDA**  
**FINANCE AND RISK MANAGEMENT COMMITTEE**  
**MARIN COUNTY EMPLOYEES' RETIREMENT ASSOCIATION (MCERA)**

**One McInnis Parkway, 1st Floor**  
**Retirement Board Chambers**  
**San Rafael, CA**

**March 24, 2021 – 9:00 a.m.**

---

This meeting will be held via videoconference pursuant to Executive Order N-25-20, issued by Governor Newsom on March 12, 2020, Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, and Executive Order N-35-20, issued by Governor Newsom on March 21, 2020.

Instructions for watching the meeting and/or providing public comment, as well as the links for access, are available on the [Watch & Attend Meetings](https://www.mcera.org/retirementboard/agendas-minutes/watchmeetings) page of MCERA's website. Please visit <https://www.mcera.org/retirementboard/agendas-minutes/watchmeetings> for more information.

The Board of Retirement encourages a respectful presentation of public views to the Board. The Board, staff and public are expected to be polite and courteous, and refrain from questioning the character or motives of others. Please help create an atmosphere of respect during Board meetings.

**CALL TO ORDER**

**ROLL CALL**

**MINUTES**

November 18, 2020 Finance and Risk Management Committee meeting

**A. OPEN TIME FOR PUBLIC EXPRESSION**

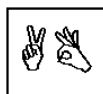
Note: The public may also address the Board regarding any agenda item when the Board considers the item.

Open time for public expression, from three to five minutes per speaker, on items not on the Board Agenda. While members of the public are welcome to address the Board during this time on matters within the Board's jurisdiction, except as otherwise permitted by the Ralph M. Brown Act (Government Code Sections 54950 et seq.), no deliberation or action may be taken by the Board concerning a non-agenda item. Members of the Board may (1) briefly respond to statements made or questions posed by persons addressing the Board, (2) ask a question for clarification, or (3) provide a reference to staff for factual information.

## **B. NEW BUSINESS**

1. Administrative Budget Fiscal Year 2020/21 Quarterly Review  
Consider and review expenses for quarter ending December 31, 2020
2. Non-budgeted Expenses  
Consider and review non-budgeted expenses for the quarter
3. Quarterly Checklist  
Consider, review and updates on the following:
  - a. MCERA educational and event-related expenses
  - b. Continuing Trustee Education Log
  - c. Other expenses per Checklist Guidelines
  - d. Variances in the MCERA administrative budget in excess of 10%
  - e. Vendor services provided to MCERA
  - f. MCERA staffing status
  - g. Internal controls, compliance activities and capital calls
  - h. Audits, examinations, investigations or inquiries from governmental agencies
  - i. Other items from the Administrator related to risk and finance
4. Custodial Services Request for Proposal Update  
Update on candidates for custodial service provider
5. Budget Priorities for Fiscal Year 2021/22 (Action)  
Consider and take possible action on recommendation to adopt budget priorities for fiscal year 2021/22
6. Annual Audit of Financial Statements Update  
Update on audit process

**Note on Process:** Items designated for information are appropriate for Board action if the Board wishes to take action. Any agenda item from a properly noticed Committee meeting held prior to this Board meeting may be considered by the Board.



Agenda material is provided upon request. Requests may be submitted by email to [MCERABoard@marincounty.org](mailto:MCERABoard@marincounty.org), or by phone at (415) 473-6147.

MCERA is committed to assuring that its public meetings are accessible to persons with disabilities. If you are a person with a disability and require an accommodation to participate in a

County program, service, or activity, requests may be made by calling (415) 473-4381 (Voice), Dial 711 for CA Relay, or by email at least five business days in advance of the event. We will do our best to fulfill requests received with less than five business days' notice. Copies of documents are available in alternative formats upon request.

The agenda is available on the Internet at <http://www.mcera.org>

For consideration at March 2021 Committee meeting

## **MINUTES**

### **FINANCE AND RISK MANAGEMENT COMMITTEE MEETING MARIN COUNTY EMPLOYEES' RETIREMENT ASSOCIATION (MCERA)**

**One McInnis Parkway, 1st Floor  
Retirement Board Conference Room  
San Rafael, CA**

**November 18, 2020 – 9:00 a.m.**

---

This meeting was held via teleconference pursuant to Executive Order N-25-20, issued by Governor Newsom on March 12, 2020, Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, and Executive Order N-35-20, issued by Governor Newsom on March 21, 2020.

#### **CALL TO ORDER**

Chair Werby called the meeting to order at 9:00 a.m.

#### **ROLL CALL**

PRESENT: Block, Given, Klein, Murphy, Werby  
ABSENT: None

#### **MINUTES**

It was M/S Given/Murphy to approve the May 20, 2020 Finance and Risk Management Committee Meeting Minutes.

After the initial motion to approve the minutes as submitted, Trustee Block noted that on page two of the minutes administrative budget percentages of the accrued actuarial liability should have decimal points. The maker of the initial motion and second accepted this proposed amendment to the motion. The motion was approved by a vote of 5-0 as follows:

AYES: Block, Given, Klein, Murphy, Werby  
NOES: None  
ABSTAIN: None  
ABSENT: None

It was M/S Block/Given to approve the August 19, 2020 Finance and Risk Management Committee Meeting Minutes as submitted. The motion was approved by a vote of 5-0 as follows:

AYES: Block, Given, Klein, Murphy, Werby  
NOES: None  
ABSTAIN: None  
ABSENT: None

For consideration at March 2021 Committee meeting

#### **A. OPEN TIME FOR PUBLIC EXPRESSION**

Note: The public may also address the Committee regarding any agenda item when the Committee considers the item.

Open time for public expression, from three to five minutes per speaker, on items not on the Committee Agenda. While members of the public are welcome to address the Committee during this time on matters within the Committee's jurisdiction, except as otherwise permitted by the Ralph M. Brown Act (Government Code Sections 54950 et seq.), no deliberation or action may be taken by the Committee concerning a non-agenda item. Members of the Committee may (1) briefly respond to statements made or questions posed by persons addressing the Committee, (2) ask a question for clarification, or (3) provide a reference to staff for factual information.

No members of the public provided comment.

#### **B. NEW BUSINESS**

##### **1. Administrative Budget Fiscal Year 2020-21 Quarterly Review**

Consider and review expenses for quarter ending September 30, 2020

La Valda Marshall, Accounting Unit Manager, reported on administrative expenditures for the quarter ending September 30, 2020. Ms. Marshall stated the approved administrative budget for fiscal year 2020-21 is \$4.6 million. Of that amount, \$3.1 million is for Salaries and Benefits, \$1.2 million is for Services and Supplies, and \$333.8 thousand is for interdepartmental charges. Total administrative expenses for the quarter ending September 30, 2020 were \$1.0 million. Salaries and Benefits expenditures were \$670 thousand, including a \$29.8 thousand adjustment for salaries that had been charged to the Marin County General Fund in fiscal year 2018-19. Ms. Marshall noted that Salaries and Benefits are trending lower than the straight-line budgeted amount primarily due to vacancies.

Expenditures for Services and Supplies in the quarter were \$246.5 thousand, 20.5% of the budgeted amount. This category included Professional Services expenses of \$18.8 thousand, 36.2% of the budgeted amount. Ms. Marshall explained this category was over budget for the quarter because Brown Armstrong's annual contract was billed at greater than 25%. Office Expense and Supplies were \$9.3 thousand, 108% of the budgeted amount, due to the purchase of sneeze guards for the office that were not budgeted. Phone expenses were 88.7% of the budgeted amount due to cell phone and trustee data services from fiscal year 2019-20 that were not paid until this quarter. Electronic supplies are trending over the budgeted amount due to two laptops purchased for staff telework. Overall for the quarter Services and Supplies are under the straight line budget.

Depreciation expense and Interdepartmental Charges are 25% quarterly accruals.

##### **2. Non-budgeted Expenses**

Consider and review non-budgeted expenses for the quarter

Total non-budgeted expenses for the quarter were \$44.6 million, of which \$40.7 million was for retiree payroll. Remaining non-budgeted expenses include computer expenses, security services, legal expenses, actuarial and investment consultants, investment manager

For consideration at March 2021 Committee meeting

fees and custodial services. Total legal expenses were \$76.2 thousand and are detailed in the report. Investment manager fees were \$2.9 million. The report provides a comparison of non-budgeted expenses with totals from the prior fiscal year. Total non-budgeted expenses for the quarter are 26% of last year's actual amount.

Chair Werby asked about Insight Public Sector, Inc., which Assistant Retirement Administrator Michelle Hardesty said provides firewall protection services. Chair Werby asked for a breakdown of the original expense and the recurring amount and Ms. Hardesty will research and respond.

Trustee Block expressed appreciation for the new information in the investment fee report, which compares fees with totals from the prior fiscal year. He requested adding a column for the fee percentage times the asset value to compare fees paid in the quarter to the agreed amount and staff will follow up.

### 3. Quarterly Checklist

Consider, review and updates on the following:

#### a. MCERA educational and event-related expenses

Mr. Wickman reported that educational and event-related expenses included staff training and his attendance at the CalAPRS Administrators' Institute. MCERA received a refund for one staff course that was cancelled.

#### b. Continuing Trustee Education Log

All trustees with 24 hours of education due in 2020 have achieved their hours. Many others have enough hours to meet 2021 deadlines, and others are continuing their progress in meeting the education requirement.

#### c. Other expenses per Checklist Guidelines

Credit card items include purchases of new laptops for staff members to support telework. Payments to AT&T for cellular service were behind and the balance due was paid on the credit card. The Administrator explained that the bill had been going to the wrong location and using the credit card made it easier to catch up on that overdue payment. In the future staff will seek approval from the Board Chair to make the charge in accordance with the related policy. Other charges included purchasing desktop cameras to have the right technology for staff to participate visually in meetings.

#### d. Variances in the MCERA administrative budget in excess of 10%

See discussion above.

#### e. Vendor services provided to MCERA

No new vendor services to report.

f. MCERA staffing status

All active recruitments have been completed. There remain vacant Accounting Assistant and Benefit Technician positions.

g. Internal controls, compliance activities and capital calls

The capital call report now includes the history since inception of paid-in capital, distributions, and uncalled capital. During the quarter MCERA received more in distributions than it paid in capital calls in the private equity portfolios. In the Abbott portfolio, MCERA paid \$5.3 million in capital calls and received distributions of slightly over \$7 million. MCERA paid \$3.2 million in capital calls to Pathway and received \$5.4 million in distributions. Because Parametric had \$30 million in extra margin account cash from the overlay program, it was put into the custodial short-term investment account at State Street to meet expenses. Chair Werby said it would be helpful to put the remaining value in the private equity portfolios in the capital call report and Mr. Wickman will follow up.

h. Audits, examinations, investigations, or inquiries from governmental agencies

Nothing to report.

i. Other items from the Administrator related to risk and finance

Nothing to report.

4. Cyber Risk Assessment (Action)

Review and take possible action on an agreement with Linea Secure to provide support for the implementation of the findings from the cyber security risk assessments of MCERA's operations

Mr. Wickman reminded the Committee it received the Linea Secure Cybersecurity Risk Assessment report at its August 19, 2020 meeting. In the report Linea identified five high priority and 28 medium priority items. In order to move quickly to address the security items and have the appropriate resources to implement the changes, the Retirement Administrator requested that Linea Secure develop a proposal for prioritizing and implementing the 32 areas of security improvements. Included in this work would be the development of incident response plans, breach response plans, and the remaining action items from the assessment. The Administrator requested a proposal from Linea on this work which he presented. The total cost for this Linea service would be \$70,000. The Administrator explained that working with Linea Secure will allow the work to be completed in a timely manner considering the limitations of the staff resources that would be needed to support the implementation of items from the assessment.

Mr. Wickman recommended that the Committee ask the Board to authorize the Administrator to enter into an agreement with Linea to assist with the implementation of the recommended changes from the Cybersecurity Risk Assessment Report.

For consideration at March 2021 Committee meeting

Trustee Given sought assurance about whether Linea Secure's work would overlap with the County's Information Services & Technology Department (IST), where responsibilities lie, and whether MCERA needs the work proposed by Linea. In response Mr. Wickman noted that there would not be overlap with work being done by Marin County IST. The response plans would be specific to MCERA. Ms. Hardesty added that staff are working with IST, and Linea will be working with IST and also with CPAS. Mr. Wickman said staff have provided the County with the Cybersecurity Risk Assessment Report and any work will be accomplished jointly.

Chair Werby asked how MCERA will implement cybersecurity processes. Ms. Hardesty explained that Linea Secure will make sure MCERA has a policy in place and also a process for how to determine an actual breach so that staff will not miss any items. Chair Werby asked how this would work with respect to staff. Ms. Hardesty replied MCERA needs a documented policy on breaches and the plan is to get more members on the team involved. Mr. Wickman advised there is an internal Risk Assessment Team whose job will be to work with Linea Secure to develop these processes.

Trustee Block indicated a preference for having Linea Secure complete the prioritization of issues as part of its initial engagement prior to entering into a new engagement. Mr. Wickman said that prioritizing was not part of the original agreement, but he would inquire if this could be done. Trustee Klein said her understanding is that the idea is to hire Linea Secure so that the work can be completed faster. Mr. Wickman acknowledged that the goal behind the recommendation to hire Linea Secure was to keep the work moving forward given the rapid changes that occur with cyber security. He was concerned that given current resource assignments it would take staff considerably longer to complete the work.

It was M/S Given/Block to recommend that the Board authorize the Administrator to enter into an agreement with Linea to assist with the implementation of the recommended changes from the Cybersecurity Risk Assessment Report.

AYES: Block, Given, Klein, Murphy, Werby  
NOES: None  
ABSTAIN: None  
ABSENT: None

5. Annual Audit of Financial Statements Update  
Update on audit process

Mr. Wickman reported that MCERA closed its books for the fiscal year and completed draft financial statements using March 31, 2020 private equity values which is the typical process. Once the final June 30<sup>th</sup> private equity values come in they are reviewed by the auditor to determine if the change in values is material. In prior years the change in values was not deemed material and the financial statements contained a note explaining what the adjusted values were. This year, the auditors determined that the June 30<sup>th</sup> private equity values were materially higher than the March 31<sup>st</sup> values and as a result they recommended that MCERA re-open its books and record the final values in the financial statements. Staff have undertaken this task and revised the June 30<sup>th</sup> statements with the

For consideration at March 2021 Committee meeting

new values. This change necessitated that the Actuary revise the GASB 67/68 report. As a result of these activities the final draft financial statements would not be available for the Audit Committee meeting previously scheduled for November 24, 2020. Mr. Wickman reported that he would be asking the Audit Committee Chair to move the meeting out to the following week to allow staff time to receive the revised GASB 67/68 report and incorporate changes in the financial statements for review by the auditors.

Trustee Block asked, since this issue is likely to happen year after year, if it would be best to hold the books open longer. Mr. Wickman indicated it may be best to retain the current process in order to have the financials ready well before the December Board meeting.

6. Future Meetings

Consider possible agenda topics for future meetings

Trustee Block asked, with staff working remotely, if MCERA has support from the County on workplace issues such as Workers' Compensation. Mr. Wickman replied that management is following the directions provided by Marin County for remote work and monitoring the work to address any new or unique issues that come up, particularly related to ensure that staff have appropriate workstations for their remote work.

There being no further business, Chair Werby adjourned the meeting at 10:00 a.m.

---

Jeff Wickman, Retirement Administrator

On Behalf of:  
Todd Werby, Committee Chair

---

Michelle Hardesty, Assistant Retirement Administrator

On Behalf of:  
Jeff Wickman, Retirement Administrator

# B.1

	FY 19/20 Actual Expenses	FY 20/21 Approved Budget	October	November	December	2nd Qtr. Total	Percentage of Budget used	Notes
<i>Salaries and Benefits</i>		26 PP	3 PP	2 PP	2 PP	7 PP		QTD - Quarter-to-Date SL - Straight Line WCI - Workers' Comp Ins SAA - Sr. Accounting Asst. FTE - Full Time Equivalent PP - Payperiod GF - General Fund AA - Accounting Asst.
Regular Staff Salaries	1,540,503	2,000,684	216,010	131,857	132,981	480,848	24.0%	QTD actual is 1.0% under the SL budget. There are 7 PPs this quarter. The 1 PP expense increase offsets MCERA staff vacancy savings.
Extra-Hire	0	0	0	0	0	0	0.0%	
Overtime	60	0	0	0	0	0	0.0%	
Employee Benefits	217,721	258,143	29,459	19,171	19,171	67,801	26.3%	
Retirement Benefits	292,963	427,995	39,908	26,043	26,092	92,043	21.5%	
Retirement Benefits - OPEB	164,193	196,750	16,286	10,555	10,577	37,418	19.0%	
Ret POB Debt Svc. Misc.	80,706	97,866	10,961	7,105	7,119	25,185	25.7%	
Auto Allowance	9,227	9,950	1,108	738	738	2,584	26.0%	
Unused Fringe Benefits	18,621	0	1,953	1,171	1,171	4,295	0.0%	
Workers Comp. Insurance	32,026	71,003	9,820	6,034	6,050	21,904	30.8%	This QTR did not receive a W/C refund.
Medicare	22,456	28,612	3,127	1,907	1,923	6,957	24.3%	
<b>Total Salaries and Benefits</b>	<b>2,378,476</b>	<b>3,091,003</b>	<b>328,632</b>	<b>204,581</b>	<b>205,822</b>	<b>739,035</b>	<b>23.9%</b>	<b>QTD actual is 1.1% under SL budget due to vacancies; offset by 1 additional PP this quarter.</b>
<i>Services and Supplies</i>								
Professional Services	57,395	52,000	11,877	2,028	11,829	25,734	49.5%	QTD actual is 24.5% over the SL budget due to Brown Armstrong providing services, billing and receiving payment at \$21.2K or 43% of the annual \$49.0K contract.
Innovest - Retiree Payroll Processing	41,572	38,000	2,784	2,769	5,359	10,912	28.7%	
Records Retention	3,789	3,800	255	255	255	765	20.1%	
Bank Charges	2,770	6,000	1,742	0	554	2,296	38.3%	QTD actual is 13.3% over the SL budget due to the BoFA Bank Analysis fees trending higher. Budgeted at \$500 per month. Actual is averaging \$926 per month through Oct 2020 service period.
Insurance Premiums	76,599	77,000	0	0	0	0	0.0%	
Utilities (1 McInnis Owner Allocation)	171,484	191,090	31,898	0	31,848	63,746	33.4%	
Memberships & Dues	16,539	15,000	0	510	7,200	7,710	51.4%	QTD actual is 26.4% over the SL budget due to the one-time annual 2021 membership payments in Dec 2020 at (1) \$2.0K to CalAPRS and (2) \$5.0K to Council of Institutional Investors.
Subscriptions	7,136	7,500	192	1,169	101	1,462	19.5%	
Conferences/Training	18,974	26,000	100	200	7,310	7,610	29.3%	
Travel and Mileage	16,554	30,000	0	0	0	0	0.0%	
Document Reproduction Costs	32,771	32,200	1,819	1,873	3,542	7,234	22.5%	
Medical Examinations	9,263	12,000	148	0	0	148	1.2%	
Investigations	912	2,000	0	474	0	474	8.3%	Combined Investigations, Transcribing, Medical Record Review and Hearing utilization is trending lower than anticipated. Budgeted at \$49.3K per quarter.
Transcribing/Medical Record Review	96,614	130,000	37	1,866	4,114	6,017		
Hearings	48,555	65,000	1,125	239	8,427	9,791		
Board Election Fees	550	1,000	0	0	0	0	0.0%	
Board Remuneration (Gross Pay)	7,860	8,480	1,000	800	1,200	3,000	34.5%	
Board Payments (ER Liab., ADP & Bank fees)	2,045	2,120	278	169	208	655		
Office Expenses and Supplies	11,336	8,600	424	276	162	862	10.0%	QTD actual is 15.0% under the SL budget due to less department demand for Office Expense and Supplies.
Office Expenses - Phone	2,743	2,500	487	600	448	1,535	61.4%	QTD actual is 36.4% over the SL budget due to (1) 1 additional month's FY 20/21 service payment to become current and (2) \$300 of unbudgeted Staff phone allowance payments.
Electronic Supplies	10,268	5,300	106	562	0	668	12.6%	QTD actual is 12.4% under the SL budget due to less department demand for Electronic Supplies.
Ergonomic Supplies	0	1,000	0	54	0	54	5.4%	QTD actual is 19.6% under the SL budget due to less department demand for Ergonomic Supplies.
Office Supplies - Postage	1,439	2,000	113	63	106	282	14.1%	QTD actual is 10.9% under the SL budget due to less department demand for Office Supplies - Postage.
Miscellaneous - Food	6,612	8,000	0	0	0	0	0.0%	
Depreciation Expense	479,930	477,571	0	0	139,367	139,367	29.2%	Actual through December 2020.
<b>Total Services and Supplies</b>	<b>1,123,710</b>	<b>1,204,161</b>	<b>54,385</b>	<b>13,907</b>	<b>222,030</b>	<b>290,322</b>	<b>24.1%</b>	<b>QTD actual is 0.9% under SL budget due to Services &amp; Supplies category trending slightly lower than anticipated.</b>
<i>Interdepartmental Charges</i>								
Telephone Charges	12,950	25,900	0	0	6,475	6,475	25.0%	QTD accrual at 25% of annual FY budget.
Cost Allocation Plan (Inter-fund Charges)	307,896	307,895	0	0	76,974	76,974	25.0%	QTD accrual at 25% of annual FY budget.
<b>Total Interdepartmental Charges</b>	<b>320,846</b>	<b>333,795</b>	<b>0</b>	<b>0</b>	<b>83,449</b>	<b>83,449</b>	<b>25.0%</b>	<b>QTD accrual at 25% of annual FY budget.</b>
<b>TOTAL</b>	<b>3,823,032</b>	<b>4,628,959</b>	<b>383,017</b>	<b>218,488</b>	<b>511,301</b>	<b>1,112,806</b>	<b>24.0%</b>	<b>QTD actual is 1.0% under the SL budget.</b>

# B.1

	FY 19/20 Actual Expenses	FY 20/21 Approved Budget	1st Qtr. Total	2nd Qtr. Total	FYTD	Percentage of Budget used
<b>Salaries and Benefits</b>		<b>26 PP</b>	<b>6 PP</b>	<b>7 PP</b>	<b>13 PP</b>	
Regular Staff Salaries	1,540,503	2,000,684	432,856	480,848	913,704	45.7%
Extra-Hire	0	0	0	0	0	0.0%
Overtime	60	0	0	0	0	0.0%
Employee Benefits	217,721	258,143	69,170	67,801	136,971	53.1%
Retirement Benefits	292,963	427,995	85,674	92,043	177,717	41.5%
Retirement Benefits - OPEB	164,193	196,750	39,720	37,418	77,138	39.2%
Ret POB Debt Svc. Misc.	80,706	97,866	23,557	25,185	48,742	49.8%
Auto Allowance	9,227	9,950	2,214	2,584	4,798	48.2%
Unused Fringe Benefits	18,621	0	4,295	4,295	8,590	0.0%
Workers Comp. Insurance	32,026	71,003	6,469	21,904	28,373	40.0%
Medicare	22,456	28,612	6,279	6,957	13,236	46.3%
<b>Total Salaries and Benefits</b>	<b>2,378,476</b>	<b>3,091,003</b>	<b>670,234</b>	<b>739,035</b>	<b>1,409,269</b>	<b>45.6%</b>
<b>Services and Supplies</b>						
Professional Services	57,395	52,000	18,799	25,734	44,533	85.6%
Innovest - Retiree Payroll Processing	41,572	38,000	5,489	10,912	16,401	43.2%
Records Retention	3,789	3,800	765	765	1,530	40.3%
Bank Charges	2,770	6,000	1,407	2,296	3,703	61.7%
Insurance Premiums	76,599	77,000	8,673	0	8,673	11.3%
Utilities (1 McInnis Owner Allocation)	171,484	191,090	42,153	63,746	105,899	55.4%
Memberships & Dues	16,539	15,000	200	7,710	7,910	52.7%
Subscriptions	7,136	7,500	261	1,462	1,723	23.0%
Conferences/Training	18,974	26,000	(2,130)	7,610	5,480	21.1%
Travel and Mileage	16,554	30,000	0	0	0	0.0%
Document Reproduction Costs	32,771	32,200	5,080	7,234	12,314	38.2%
Medical Examinations	9,263	12,000	1,002	148	1,150	9.6%
Investigations	912	2,000	0	474	474	23.7%
Transcribing/Medical Record Review	96,614	130,000	15,564	6,017	21,581	16.6%
Hearings	48,555	65,000	12,725	9,791	22,516	34.6%
Board Election Fees	550	1,000	0	0	0	0.0%
Board Remuneration (Gross Pay)	7,860	8,480	2,300	3,000	5,300	62.5%
Board Payments (ER Liab., ADP & Bank fees)	2,045	2,120	402	655	1,057	49.9%
Office Expenses and Supplies	11,336	8,600	9,278	862	10,140	117.9%
Office Expenses - Phone	2,743	2,500	2,218	1,535	3,753	150.1%
Electronic Supplies	10,268	5,300	2,705	668	3,373	63.6%
Ergonomic Supplies	0	1,000	0	54	54	5.4%
Office Supplies - Postage	1,439	2,000	260	282	542	27.1%
Miscellaneous - Food	6,612	8,000	0	0	0	0.0%
Depreciation Expense	479,930	477,571	119,393	139,367	258,760	54.2%
<b>Total Services and Supplies</b>	<b>1,123,710</b>	<b>1,204,161</b>	<b>246,544</b>	<b>290,322</b>	<b>536,866</b>	<b>44.6%</b>
<b>Interdepartmental Charges</b>						
Telephone Charges	12,950	25,900	6,475	6,475	12,950	50.0%
Cost Allocation Plan (Inter-fund Charges)	307,896	307,895	76,974	76,974	153,948	50.0%
<b>Total Interdepartmental Charges</b>	<b>320,846</b>	<b>333,795</b>	<b>83,449</b>	<b>83,449</b>	<b>166,898</b>	<b>50.0%</b>
<b>TOTAL</b>	<b>3,823,032</b>	<b>4,628,959</b>	<b>1,000,227</b>	<b>1,112,806</b>	<b>2,113,033</b>	<b>45.6%</b>

**MCERA Non-Budgeted Expenses**  
**FY 20/21 Quarter Ending December 31, 2020, by month**

**B.2**

	October	November	December	2nd Qtr. Expenses
Retiree Payroll	13,649,069	13,701,049	13,681,732	41,031,850
Retiree Death Benefit Paid	25,000	35,000	5,000	65,000
Active Member Death Benefit	0	0	0	0
Refund of Contributions	33,645	127,853	76,075	237,573
<b>Total Retirement Member Expense</b>	<b>13,707,714</b>	<b>13,863,902</b>	<b>13,762,807</b>	<b>41,334,423</b>
Personal Computer Lease (Accrual)	0	0	0	0
CPAS	0	0	0	0
Business Systems (Accountmate)	0	0	2,125	2,125
IBM - Cognos systems	0	0	0	0
Oracle America	0	0	0	0
<b>Total Computer Expense</b>	<b>0</b>	<b>0</b>	<b>2,125</b>	<b>2,125</b>
Linea Secure, LLC (Cybersecurity)	0	0	0	0
Insight Public Sector, Inc.	8,150	0	16,300	24,450
<b>Total Security Services Expense</b>	<b>8,150</b>	<b>0</b>	<b>16,300</b>	<b>24,450</b>
<b>Legal</b>	<b>(30,906)</b>	<b>16,629</b>	<b>209,989</b>	<b>195,712</b>
County Counsel	(23,282)	16,629	18,617	11,964
Ice Miller LLP	0	0	560	560
Nossaman	(7,624)	0	190,812	183,188
Cheiron Inc. (Actuary)	0	0	99,107	99,107
Appraisals (1 McInnis)	0	0	3,000	3,000
Investment Managers	247,758	250,712	2,530,393	3,028,863
Callan (Investment Consultant)	0	0	92,250	92,250
State Street (Custodian)	0	0	104,825	104,825
Woodmont Consulting Services	0	1,000	23,594	24,594
Investment Education Expense	0	0	0	0
<b>Total Legal, Actuary &amp; Investment Expense</b>	<b>216,852</b>	<b>268,341</b>	<b>3,063,158</b>	<b>3,548,351</b>
<b>Total Fund Expenses</b>	<b>13,932,716</b>	<b>14,132,243</b>	<b>16,844,390</b>	<b>44,909,349</b>
<b>Nossaman</b>				
General Counsel	(2,745)	0	71,767	69,022
1 McInnis Parkway Leasing	(4,879)	0	824	(4,055)
Investment	0	0	112,248	112,248
MAPE	0	0	5,973	5,973
Greene	0	0	0	0
Brown	0	0	0	0
Rose	0	0	0	0
<b>Total Nossaman Expense</b>	<b>(7,624)</b>	<b>0</b>	<b>190,812</b>	<b>183,188</b>
Reimbursement from Hudson Ins. Regarding V. Greene	0	0	0	0
D. Brown	0	0	0	0
MAPE vs. MCERA	0	0	(59,439)	(59,439)
<b>Total Legal Reimbursement</b>	<b>0</b>	<b>0</b>	<b>(59,439)</b>	<b>(59,439)</b>

## B.2

### MCERA Non-Budgeted Expenses

FY 20/21 Quarter Ending December 31, 2020, by quarter

	FY 19/20 Actual Expenses	1st Qtr. Expenses	2nd Qtr. Expenses	FYTD Total
Retiree Payroll	156,896,425	40,749,418	41,031,850	81,781,268
Retiree Death Benefit Paid	250,000	110,000	65,000	175,000
Active Member Death Benefit	324,104	0	0	0
Refund of Contributions	931,012	511,341	237,573	748,914
<b>Total Retirement Member Expense</b>	<b>158,401,541</b>	<b>41,370,759</b>	<b>41,334,423</b>	<b>82,705,182</b>
Personal Computer Lease (Accrual)	0	0	0	0
CPAS	180,441	12,960	0	12,960
Business Systems (Accountmate)	2,351	0	2,125	2,125
IBM - Cognos systems	19,315	19,916	0	19,916
Oracle America	4,910	0	0	0
<b>Total Computer Expense</b>	<b>207,017</b>	<b>32,876</b>	<b>2,125</b>	<b>35,001</b>
Linea Secure, LLC (Cybersecurity)	66,500	10,000	0	10,000
Insight Public Sector, Inc.	57,357	24,450	24,450	48,900
<b>Total Security Services Expense</b>	<b>123,857</b>	<b>34,450</b>	<b>24,450</b>	<b>58,900</b>
<b>Legal</b>	<b>452,056</b>	<b>76,188</b>	<b>195,712</b>	<b>271,900</b>
County Counsel	93,126	23,282	11,964	35,246
Ice Miller LLP	4,164	0	560	560
Nossaman	354,766	52,906	183,188	236,094
Cheiron Inc. (Actuary)	152,679	21,088	99,107	120,195
Appraisals (1 McInnis)	3,000	0	3,000	3,000
Investment Managers	11,507,860	2,890,371	3,028,863	5,919,234
Callan (Investment Consultant)	355,250	75,500	92,250	167,750
State Street (Custodian)	415,297	103,374	104,825	208,199
Woodmont Consulting Services	30,929	26,675	24,594	51,269
Investment Education Expense	9,850	7,500	0	7,500
<b>Total Legal, Actuary &amp; Investment Expense</b>	<b>12,926,921</b>	<b>3,200,696</b>	<b>3,548,351</b>	<b>6,749,047</b>
<b>Total Fund Expenses</b>	<b>171,659,336</b>	<b>44,638,781</b>	<b>44,909,349</b>	<b>89,548,130</b>
<b>Nossaman</b>				
General Counsel	240,036	38,576	69,022	107,598
1 McInnis Parkway Leasing	64,165	5,593	(4,055)	1,538
Investment	1,952	905	112,248	113,153
MAPE	390	7,832	5,973	13,805
Greene	12,067	0	0	0
Brown	31,845	0	0	0
Rose	4,311	0	0	0
<b>Total Nossaman Expense</b>	<b>354,766</b>	<b>52,906</b>	<b>183,188</b>	<b>236,094</b>
Reimbursement from Hudson Ins. Regarding V. Greene	(2,933)	0	0	0
D. Brown	(30,772)	(360)	0	(360)
MAPE vs. MCERA	0	0	(59,439)	(59,439)
<b>Total Legal Reimbursement</b>	<b>(33,705)</b>	<b>(360)</b>	<b>(59,439)</b>	<b>(59,799)</b>

## B.2

**Investment Manager's Fees**  
**FY20/21 Quarter Ending December 31, 2020**

**Fees:**

<u>Investment Manager</u>	<u>Market Value</u>	<u>Annualized %</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>Quarter Total</u>	<u>FY 19/20 IM fees</u>
AEW Core Property	104,953,320	0.8932%	0	0	234,367	234,367	932,369
Abbott Fund VI	50,294,757	0.8982%	37,644	37,644	37,644	112,932	501,912
Abbott Fund VII	43,862,201	0.7751%	28,333	28,333	28,333	84,999	339,996
Abbott Investors 2016	44,474,631	0.5958%	22,083	22,083	22,083	66,249	264,996
Abbott Investors 2017	10,235,684	0.7327%	6,250	6,250	6,250	18,750	65,628
Artisan International Growth Fund	211,859,763	0.7635%	0	0	404,403	404,403	1,445,669
BlackRock TIPS	42,864,081	0.0298%	0	0	3,196	3,196	13,460
BlackRock US Real Estate	39,671,548	0.0569%	0	0	5,647	5,647	26,878
Colchester Global Investors	154,389,122	0.4069%	52,003	51,245	53,793	157,041	562,014
DFA Small Cap Core	280,083,599	0.2996%	0	0	209,785	209,785	768,730
Eaton Vance Structured	112,479,930	0.7166%	0	0	201,522	201,522	746,347
Invesco	49,196,852	0.6426%	25,428	25,536	28,073	79,037	262,030
KBI Global Resources Solutions	61,840,368	0.7733%	0	0	119,546	119,546	367,330
Morgan Stanley	199,287,471	0.5054%	0	0	251,823	251,823	950,572
Parametric (overlay program)	23,272,194	0.6351%	0	0	36,949	36,949	147,721
Pathway Fund 2008	64,211,022	0.8318%	0	0	133,533	133,533	583,533
Pathway I7-3	40,426,842	0.7792%	0	0	78,750	78,750	315,000
Pathway I8-9	53,447,480	0.7550%	0	0	100,887	100,887	403,548
Pathway I9-3	8,763,488	1.3123%	0	0	28,751	28,751	93,203
SSgA S&P 500 Index Strategy	657,541,097	0.0266%	0	0	43,750	43,750	193,750
TimesSquare	129,805,181	0.7301%	76,017	79,621	81,284	236,922	790,584
UBS Realty Investment	114,726,248	0.6520%	0	0	187,003	187,003	913,825
Wellington	279,484,501	0.1990%	0	0	139,054	139,054	466,555
Western Asset	151,417,063	0.2482%	0	0	93,967	93,967	352,214
<b>Total</b>	<b>\$2,928,588,443</b>	<b>0.4137%</b>	<b>\$247,758</b>	<b>\$250,712</b>	<b>\$2,530,393</b>	<b>\$3,028,863</b>	<b>\$11,507,864</b>

**MCERA Education and Due Diligence Expense Summary**  
**FY 20/21 Quarter Ending December 31, 2020**

B.3.a

<u>Trustee</u>	<u>Date</u>	<u>Conference</u>	<u>Location</u>	<u>1st quarter</u>	<u>2nd quarter</u>	<u>Year to Date</u>
D. Jones	11/10-13/2020	SACRS 2020 Fall Conference	Virtual		120.00	\$ 120.00
L. Murphy	10/23/2020	CALAPRS Trustee Roundtable	Virtual		50.00	\$ 50.00
S. Klein	10/23/2020	CALAPRS Trustee Roundtable	Virtual		50.00	\$ 50.00
S. Silberstein	11/10-13/2020	SACRS 2020 Fall Conference	Virtual		120.00	\$ 120.00
<b>Trustee expense</b>				<b>\$0.00</b>	<b>\$340.00</b>	<b>\$340.00</b>
<u>Administrator</u>	<u>Date</u>	<u>Conference</u>	<u>Location</u>	<u>1st quarter</u>	<u>2nd quarter</u>	<u>Year to Date</u>
J. Wickman	9/24/2020	Administrators Institute 2020	Virtual	500.00		\$ 500.00
	11/10-13/2020	SACRS 2020 Fall Conference	Virtual		120.00	\$ 120.00
	2/12/2021	CALAPRS Administrator Roundtable	Virtual		50.00	\$ 50.00
	03/08-09/2021	CALAPRS General Assembly	Virtual		250.00	\$ 250.00
<b>Assistant Administrator</b>						
M. Hardesty	9/10/2020	CALAPRS Benefits Roundtable	Virtual		50.00	\$ 50.00
<b>Employee</b>						
D. Sousa	8/13/2020	CALAPRS Benefits Roundtable	Virtual	50.00		\$ 50.00
K. Hawkins	8/13/2020	CALAPRS Benefits Roundtable	Virtual	50.00		\$ 50.00
L. Detwiler	9/10/2020	CALAPRS Benefits Roundtable	Virtual		50.00	\$ 50.00
L. Jackson	8/27/2020	CALAPRS Accountants Roundtable	Virtual	50.00		\$ 50.00
L. Marshall	7/15/2020	CALAPRS Management Academy <i>Refund</i>	n/a	(3,000.00)		\$ (3,000.00)
	8/27/2020	GFOA Internet Training	Virtual	85.00		\$ 85.00
	8/27/2020	GFOA Internet Training	Virtual	85.00		\$ 85.00
	9/17/2020	CALAPRS Accountants Roundtable	Virtual	50.00		\$ 50.00
	12/02-04/2020	CALAPRS Advanced Course in Retirement Plan Administration	Virtual		200.00	\$ 200.00
L. Martinez	11/20/2020	CALAPRS Retirement Disability Administration	Virtual		100.00	\$ 100.00
L. Shamrock	9/10/2020	CALAPRS Benefits Roundtable	Virtual		50.00	\$ 50.00
V. Matyurin	10/30/2020	CALAPRS Information Technology Roundtable	Virtual		50.00	\$ 50.00
<b>Administrator and Employee expense</b>				<b>(\$2,130.00)</b>	<b>\$920.00</b>	<b>(\$1,210.00)</b>
<u>Counsel/Other</u>	<u>Date</u>	<u>Conference</u>	<u>Location</u>	<u>1st quarter</u>	<u>2nd quarter</u>	<u>Year to Date</u>
Cortex	10/31/2020	Cortex on-site education session and off-site professional services	Virtual		6,350.00	\$ 6,350.00
<b>Counsel/Other expense</b>				<b>\$0.00</b>	<b>\$6,350.00</b>	<b>\$6,350.00</b>
<b>TOTAL MCERA Education and Due Diligence Expense</b>				<b>(\$2,130.00)</b>	<b>\$7,610.00</b>	<b>\$5,480.00</b>

B.3.b

**MARIN COUNTY EMPLOYEES' RETIREMENT ASSOCIATION  
CONTINUING TRUSTEE EDUCATION SUMMARY  
Thursday, December 31, 2020**

**24 hours required by November 1, 2020**

Trustee Thomas 77.24

**24 hours required by December 31, 2020**

Trustee Cooper 48.50

Trustee Given 28.17

Trustee Shaw 27.17

**24 hours required by January 24, 2021**

Trustee Silberstein 30.12

**24 hours required by August 25, 2021**

Trustee Murphy 30.17

**24 hours required by October 17, 2021**

Trustee Klein 14.67

**24 hours required by November 1, 2021**

Trustee Block 10.17

Trustee Gladstern 7.67

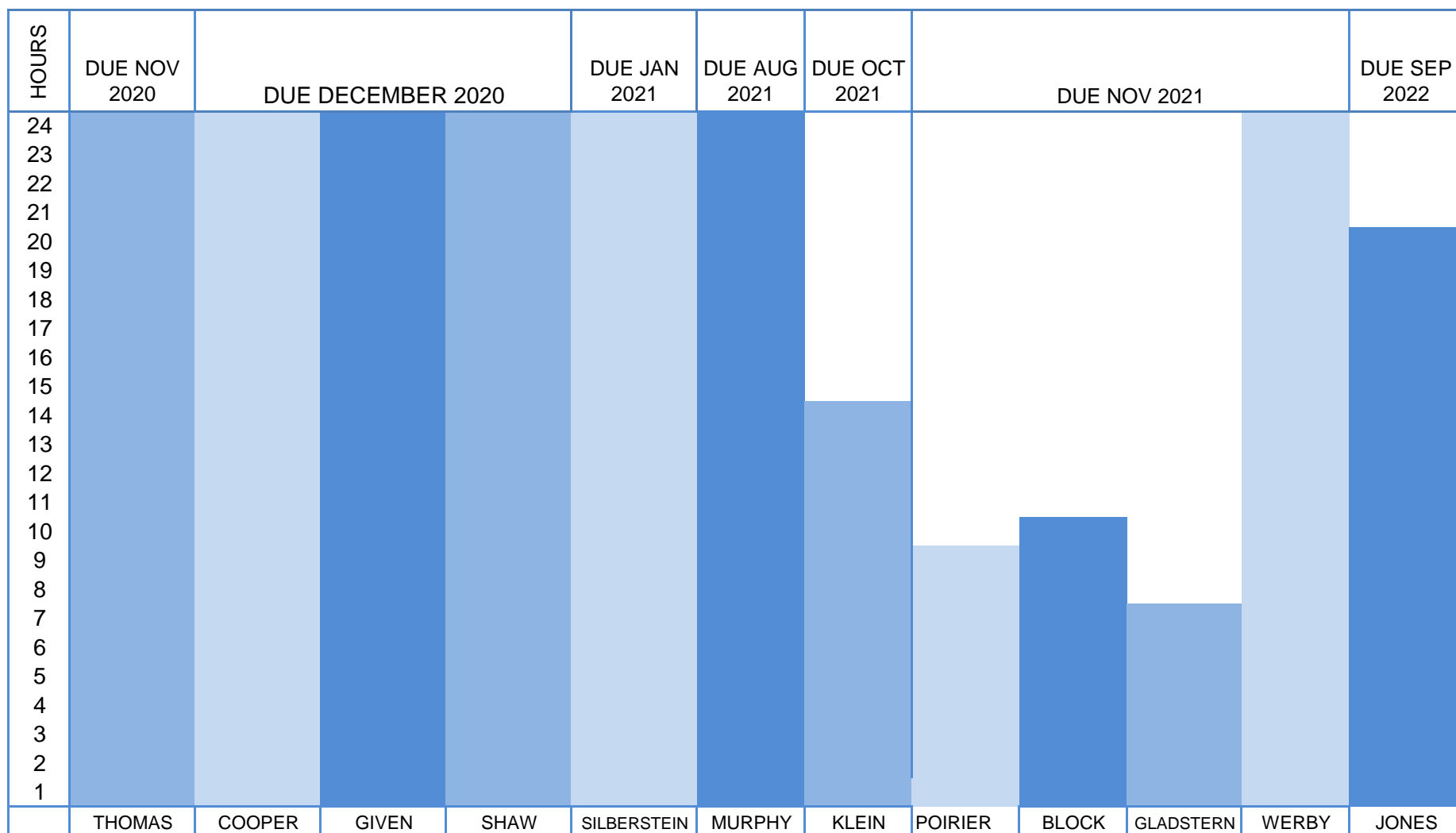
Trustee Poirier 9.67

Trustee Werby 30.67

**B.3.b**

## CONTINUING TRUSTEE EDUCATION QUARTERLY SUMMARY CHART

Thursday, December 31, 2020



### B.3.b

MCERA CONTINUING TRUSTEE EDUCATION LOG												
TRUSTEE Master Log				TOPIC								
HOURS	DATE	SPONSOR	EVENT/SEMINAR	PENSION LAW	INVESTMENT PERFORMANCE MEASUREMENT ASSET ALLOCATION AND INVESTMENT MANAGEMENT ACTUARIAL EVALUATION AND PROCESS	BENEFITS ADMINISTRATION	DISABILITY RETIREMENT	BOARD GOVERNANCE, ETHICS, & FIDUCIARY OBLIGATIONS	ORGANIZATION BUDGET & AUDIT PROCEDURES			
24.00	The later of December 31, 2014, or two years after assuming office, and biannually thereafter.											
			See prior reports by date for earlier data.									
		SACRS	PUBLIC PENSION INVESTMENT MANAGEMENT PROGRAM									
1.50	7/15/2018	SACRS	Pension Fund and Investment Basics		X							
1.50	7/15/2018	SACRS	Return, Risk and Diversification		X							
1.50	7/15/2018	SACRS	Practical Mean-Variance Analysis		X							
1.50	7/15/2018	SACRS	CAPM and Luck vs. Skill		X							
1.75	7/16/2018	SACRS	Financial Economics for Pensions: Forecasting Assets Cook County Case		X							
1.50	7/16/2018	SACRS	Forecasting Liabilities: Actuarial Science			X						
1.50	7/16/2018	SACRS	Portfolio Management and Performance Measurement	X								
1.50	7/16/2018	SACRS	Systematic Risk and Luck vs. Skill: DFA Case Discussion		X							
1.25	7/17/2018	SACRS	Disruptive Technologies: Transforming the Future of Investment		X							
1.00	7/17/2018	SACRS	Keynote Speaker - Robert Reich		X							
1.50	7/17/2018	SACRS	Real Assets		X							
1.25	7/17/2018	SACRS	Alternative Investment Strategies: PE Case Discussion		X							
1.50	7/17/2018	SACRS	Alternative Investment Strategies: Hedge Funds		X							
1.25	7/18/2018	SACRS	ESG Case Discussion: Norway SWF and Walmart Case		X							
1.75	7/18/2018	SACRS	Pension Fund Governance Panel					X				
1.00	7/18/2018	SACRS	Behavioral Finance: Overconfidence and Expertise					X				
1.50	7/18/2018	SACRS	Leadership and the Role of the Trustee					X				
2.00	8/9/2018	FPPC	Certified Public Service Ethics Education					X				
1.25	9/10/2018	Committee on Workers' Capital	Roundtable Discussion: Addressing labour Issues in Your Investments: Recent Trustee Experiences					X				
1.25	9/10/2018	Committee on Workers' Capital	Asset Manager Accountability: Moving Managers from Talk to Action					X				
28.75	Hours for Quarter Ending September 30, 2018											
2.00	10/5/2018	FPPC	Certified Public Service Ethics Education					X				
0.75	10/15/2018	CRCEA	Public Employee Pension Rights Under Judicial Attack - Will the "California Rule" Survive?	X								
2.00	10/18/2018	Nossaman	Fiduciaries' Forum: Key Pension Litigation Nationally with a Focus on California, etc.	X								

## B.3.b

## MCERA CONTINUING TRUSTEE EDUCATION LOG

TRUSTEE Master Log

				TOPIC									
HOURS	DATE	SPONSOR	EVENT/SEMINAR	PENSION LAW	INVESTMENT PERFORMANCE MEASUREMENT	ASSET ALLOCATION AND INVESTMENT MANAGEMENT	ACTUARIAL EVALUATION AND PROCESS	BENEFITS ADMINISTRATION	DISABILITY RETIREMENT	BOARD GOVERNANCE, ETHICS, & FIDUCIARY OBLIGATIONS	ORGANIZATION BUDGET & AUDIT PROCEDURES		
2.50	10/18/2018	Nossaman	Fiduciaries' Forum: Keynote Presentation: Expert's Insights - New Composition of the U.S. Supreme Court	X									
1.00	10/19/2018	Nossaman	Fiduciaries' Forum: A Look at the Standard of Care in Private Fund Documentation and How This Plays Out in Litigation							X			
0.50	10/19/2018	Nossaman	Fiduciaries' Forum: Key Intellectual Property Issues for Public Agencies	X									
0.50	10/19/2018	Nossaman	Fiduciaries' Forum: Recent Market Trends in Private Fund Investment Transactions			X							
0.25	10/19/2018	Nossaman	Fiduciaries' Forum: Tax Code Challenges as We Head Into 2019	X									
1.00	10/19/2018	Nossaman	Fiduciaries' Forum: Defense and Indemnification Rights of Trustees and Staff: How Protected Are You?	X									
1.00	10/19/2018	Nossaman	Fiduciaries' Forum: How Technological Changes and Cyber Vulnerabilities Change the Risk Matrix for Investors			X							
30.75	10/22-26/18	Wharton	Investment Strategies and Portfolio Management - Program Overview, Modern Portfolio Theory, Evaluating Managers and Strategies, Advanced Asset Allocation, Investment Policy, Behavioral Finance, Bond Management, Derivatives and Their Use, Private Equity, International Markets, Hedge Funds, Real Estate, Outlook for the Economy and Navigating Its Risks, Review of Content			X							
3.00	10/22-26/18	Wharton	Investment Strategies and Portfolio Management - Performance Measurement		X								
		CII	CII FALL 2018 CONFERENCE										
1.00	10/23/2018	CII	Principles, Best Practices and Updates on Virtual Shareholder Meetings							X			
1.00	10/23/2018	CII	Task Force on Climate Related Disclosures (TCFD) Recommendations: Driving Climate Risk into Mainstream Reporting			X							
1.00	10/23/2018	CII	Uncovering the Plastics Problem: Reg. Impacts, Areas of Engagement, Investment Risk & Opportunity			X							
0.50	10/23/2018	CII	Improving Information for Investors in the Digital Age			X							
0.50	10/23/2018	CII	ESG, Public Sector and Fixed Income: A Conversation with Chicago Treasurer Kurt Summers			X							
0.50	10/23/2018	CII	Virtual Currencies, Blockchain, ICOs and Financial Regulation			X							
0.90	10/24/2018	CII	ESG Integration: A Progress Report			X							
0.50	10/24/2018	CII	The Perils of Dual-Class			X							
0.50	10/24/2018	CII	Index Providers in a Changing Investment World, Part III: An Interview with Alex Matturi of S&P			X							
0.90	10/24/2018	CII	Breakout 1: Executive Compensation - A Fork in the Road?							X			
0.90	10/24/2018	CII	Breakout 2 - Cybersecurity Risk - What's at Stake for Investors			X							
1.75	10/24/2018	CII	Luncheon Keynote & Interview							X			

## B.3.b

MCERA CONTINUING TRUSTEE EDUCATION LOG												
TRUSTEE <u>Master Log</u>				TOPIC								
HOURS	DATE	SPONSOR	EVENT/SEMINAR	PENSION LAW	INVESTMENT PERFORMANCE MEASUREMENT	ASSET ALLOCATION AND INVESTMENT MANAGEMENT	ACTUARIAL EVALUATION AND PROCESS	BENEFITS ADMINISTRATION	DISABILITY RETIREMENT	BOARD GOVERNANCE, ETHICS, & FIDUCIARY OBLIGATIONS	ORGANIZATION BUDGET & AUDIT	PROCEDURES
1.00	10/24/2018	CII	Addressing Portfolio ESG Risk Through Active Stewardship							X		
1.00	10/24/2018	CII	The Growing Risk of Sexual Harassment in the Workplace							X		
1.00	10/24/2018	CII	Understanding Climate Change-related Risks and Opportunities with Portfolio Holdings			X						
1.00	10/25/2018	CII	Shareholder Activism Abroad							X		
1.33	10/25/2018	CII	Promoting Racial and Ethnic Diversity on Public Company Boards & Shareholder Initiatives							X		
1.00	10/26/2018	CalAPRS	Trustee Roundtable: Leveraging Your Manager's Best Ideas - Managed Custody Accounts and the Role of Partnership in Dynamic Portfolio Management			X						
1.25	10/26/2018	CalAPRS	Trustee Roundtable: Cybersecurity for Trustees - What to Know, What to Ask, What to Do							X		
1.00	10/26/2018	CalAPRS	Trustee Roundtable: Cryptocurrency, Blockchain and how Blockchain is being applied in the Real Estate Industry			X						
1.00	10/30/2018	MCERA	Strategic Workshop: Board Governance at MCERA							X		
1.00	10/30/2018	MCERA	Strategic Workshop: Fat Tails and Black Swans - Risk Mitigation Strategies			X						
1.00	10/30/2018	MCERA	Strategic Workshop: Asset Allocation Case Study - Functionally Focused Portfolio			X						
1.50	10/30/2018	MCERA	Strategic Workshop: Quantitative and Qualitative Factors for Hiring Investment Managers			X						
1.00	10/31/2018	MCERA	Strategic Workshop: Corporate Governance - General Education and Legal Requirements							X		
1.00	10/31/2018	MCERA	Strategic Workshop: Corporate Governance - Pension System View of Good Governance							X		
1.00	10/31/2018	MCERA	Strategic Workshop: A Private Equity Primer on the Beginning, the Middle and the End			X						
			FALL SACRS CONFERENCE									
2.00	11/13/2018	SACRS	Advanced Trustee Training							X		
2.00	11/13/2018	SACRS	Disability-Ops - The Heart, Cancer, Blood-borne Infectious Diseases, and Biochemical Substances Presumptions Under CERL						X			
1.00	11/14/2018	SACRS	General Session - Navigating Global Economic Uncertainty: An Unconventional Approach			X						
1.00	11/14/2018	SACRS	General Session - Midterm Elections	X								
3.00	11/14/2018	SACRS	Concurrent Session - Ops-Benefits Breakout and Disability Breakout					X				
3.00	11/14/2018	SACRS	Concurrent Session - Trustee Breakout - How Boards Can Work Through Challenging Meetings Together							X		
3.00	11/14/2018	SACRS	Concurrent Session - Safety Breakout					X				





### B.3.b

## MCERA CONTINUING TRUSTEE EDUCATION LOG

TRUSTEE Master Log

## TOPIC

HOURS	DATE	SPONSOR	EVENT/SEMINAR	PENSION LAW	INVESTMENT PERFORMANCE MEASUREMENT	ASSET ALLOCATION AND INVESTMENT MANAGEMENT	ACTUARIAL EVALUATION AND PROCESS	BENEFITS ADMINISTRATION	DISABILITY RETIREMENT	BOARD GOVERNANCE, ETHICS, & FIDUCIARY OBLIGATIONS	ORGANIZATION BUDGET & AUDIT PROCEDURES
1.00	5/8/2019	SACRS	General Session - Retirement Readiness for Life After Full-Time Work					X			
1.00	5/8/2019	SACRS	General Session - Risks and Opportunities in the Current Macro Environment			X					
1.00	5/8/2019	SACRS	General Session - China - The Great Disruptor			X					
1.00	5/8/2019	SACRS	General Session - The Enterprise Risks Facing California's Pension Systems			X					
1.75	5/8/2019	SACRS	Ops/Benefits & Disability Breakout						X		
1.75	5/8/2019	SACRS	Investment Breakout		X						
1.75	5/8/2019	SACRS	Trustee Breakout							X	
1.75	5/8/2019	SACRS	Safety Breakout							X	
1.00	5/9/2019	SACRS	General Session - General Wesley Clark			X					
1.00	5/9/2019	SACRS	General Session - A Q&A with Robert Smith of Vista Equity Partners							X	
1.00	5/9/2019	SACRS	General Session - An Insiders View of Washington D.C.			X					
1.00	5/9/2019	SACRS	Concurrent Session A - The Case for Non-US Equities			X					
1.00	5/9/2019	SACRS	Concurrent Session B - Why Public Fund Investors Should Consider Renewable Energy			X					
1.00	5/9/2019	SACRS	Concurrent Session C - California Supreme Court to Decide: What's Next for the 'California Rule' and Public Employee Pensions as Vested Rights	X							
1.00	5/9/2019	SACRS	Concurrent Session A - Private Equity: Primary Investment Opportunities and Considerations			X					
1.00	5/9/2019	SACRS	Concurrent Session B - Legislative Update	X							
1.00	5/10/2019	SACRS	General Session - Investing in Infrastructure			X					
0.75	5/20/2019	NCPERS	Annual Conference - Five-Year Outlook: Strategic Themes & Tactical Opportunities			X					
0.75	5/20/2019	NCPERS	Annual Conference - Legal Panel: Securities Litigation	X							
0.50	5/20/2019	NCPERS	Annual Conference - Artificial Intelligence (AI) Made Easy			X					
1.00	5/20/2019	NCPERS	Annual Conference - Adverse Scenarios and Pension Plan Health				X				
1.00	5/20/2019	NCPERS	Annual Conference - Why Costs Matter		X						
1.00	5/20/2019	NCPERS	Annual Conference - Responsible Real Estate Investing: A Primer for Public Fund Trustees and Staff			X					
0.75	5/21/2019	NCPERS	Annual Conference - Legal Panel: Benefits, Tax & Regulations	X							
0.75	5/21/2019	NCPERS	Annual Conference - Investing in a Low Growth World			X					
0.75	5/21/2019	NCPERS	Annual Conference - The Future of Public Plans in Post-Janus Decision	X							
1.00	5/21/2019	NCPERS	Annual Conference - It's Much More Than Money							X	
1.00	5/21/2019	NCPERS	Annual Conference - Informed Opportunities with Multi-Asset Strategies			X					
1.00	5/21/2019	NCPERS	Annual Conference - Social Security and Retirement Planning App					X			
0.50	5/22/2019	NCPERS	Annual Conference - The Case for New Pension Accounting Standards	X							

## B.3.b

MCERA CONTINUING TRUSTEE EDUCATION LOG												
TRUSTEE Master Log				TOPIC								
HOURS	DATE	SPONSOR	EVENT/SEMINAR	PENSION LAW	INVESTMENT PERFORMANCE MEASUREMENT	ASSET ALLOCATION AND INVESTMENT MANAGEMENT	ACTUARIAL EVALUATION AND PROCESS	BENEFITS ADMINISTRATION	DISABILITY RETIREMENT	BOARD GOVERNANCE, ETHICS, & FIDUCIARY OBLIGATIONS	ORGANIZATION BUDGET & AUDIT	PROCEDURES
0.50	5/22/2019	NCPERS	Annual Conference - ESG Integration: Expanding the Toolkit for Investment Research and Portfolio Management			X						
0.75	6/12/2019	MCERA	Actuarial Amortization and Funding Policy Review				X					
48.58	Hours for Quarter Ending June 30, 2019											
2.00	7/2/2019	MCERA	Sexual Harassment Prevention Training							X		
1.75	7/23/2019	Callan	Introduction to Investments - The Role of the Fiduciary and Investment Policy Statements			X						
1.50	7/23/2019	Callan	Introduction to Investments - Capital Market Theory and Asset Allocation			X						
1.50	7/23/2019	Callan	Introduction to Investments - Manager Structure - Defined Benefit			X						
0.75	7/23/2019	Callan	Introduction to Investments - Manager Structure - Defined Contribution			X						
1.50	7/24/2019	Callan	Introduction to Investments - Manager Search			X						
1.75	7/24/2019	Callan	Introduction to Investments - Performance Measurement		X							
2.00	8/2/2019	Marin County	Workplace Harassment Prevention							X		
2.00	9/4/2019	Nossaman	U.S. Pubic Pension Handbook: A Comprehensive Guide for Trustees and Staff					X				
0.83	9/5/2019	Nossaman	California Public Pension Litigation Update	X								
0.50	9/5/2019	Nossaman	Practical Considerations for Retirement System Trustees and Staff After the Supreme Court Rules in <i>Alameda</i>	X								
0.83	9/5/2019	Nossaman	Roles and Responsibilities of Consultants, Managers, and Investors/LPACs							X		
1.00	9/5/2019	Nossaman	Discussion of Institutional Limited Partners Association 3.0	X								
0.67	9/5/2019	Nossaman	Overview of Open-Ended vs. Close-Ended Funds	X								
0.50	9/5/2019	Nossaman	Alternative Investment Issues in PPMs, LPAs, and Subscription Agreements			X						
0.33	9/5/2019	Nossaman	Key Legal Considerations for Investments in Real Assets	X								
0.33	9/5/2019	Nossaman	Current Legal Issues in PAS System Administration and Privacy	X								
0.33	9/5/2019	Nossaman	Twists in Public Pension System Insurance Coverage for Fiduciaries	X								
0.92	9/5/2019	Nossaman	Roundtable: Top Fiduciary Issues for Public Plans							X		
2.00	9/16/2019	CII	Fall Conference - Master Class: Evaluating Pay for Performance							X		
0.75	9/16/2019	CII	Fall Conference - Dual Class Stock and the Future of Corporate Governance			X						
0.75	9/16/2019	CII	Fall Conference - Evolving the Board							X		
0.75	9/17/2019	CII	Fall Conference - Fiduciary Duty and ESG in Investment: CIO Perspectives							X		
0.50	9/17/2019	CII	Fall Conference - Public Company Accounting Oversight: Key Issues and Developments									X
0.50	9/17/2019	CII	Fall Conference - Gender Pay Equity							X		
0.25	9/17/2019	CII	Fall Conference - Lessons from the front Lines: Challenges in Renewable Energy Deployment & Transitions			X						

## B.3.b

MCERA CONTINUING TRUSTEE EDUCATION LOG												
TRUSTEE <u>Master Log</u>				TOPIC								
HOURS	DATE	SPONSOR	EVENT/SEMINAR	PENSION LAW	INVESTMENT PERFORMANCE MEASUREMENT	ASSET ALLOCATION AND INVESTMENT MANAGEMENT	ACTUARIAL EVALUATION AND PROCESS	BENEFITS ADMINISTRATION	DISABILITY RETIREMENT	BOARD GOVERNANCE, ETHICS, & FIDUCIARY OBLIGATIONS	ORGANIZATION BUDGET & AUDIT	PROCEDURES
1.00	9/17/2019	CII	Fall Conference - Member-Hosted Panel: Forced Arbitration Clauses & the Repercussions for Institutional Investors	X								
1.75	9/17/2019	CII	Fall Conference - Luncheon Keynote: The Secret and Benefits of Understanding Motivation at Work							X		
1.00	9/17/2019	CII	Fall Conference - Breakout: Auditing Issues and Proxy Voting							X		
<b>30.24</b>	<b>Hours for Quarter Ending September 30, 2019</b>											
2.00	10/4/2019	TalentQuest	Preventing Discrimination and Harassment - Supervisors							X		
1.00	10/25/2019	CalAPRS	Trustees' Roundtable - Evolving themes in Environmental, Social and Governance (ESG) investing			X						
0.50	10/25/2019	CalAPRS	Trustees' Roundtable - ESG performance and integration		X							
1.00	10/25/2019	CalAPRS	Trustees' Roundtable - Inside ESG, screening metrics, performance, opportunities and investment vehicles		X							
1.00	10/25/2019	CalAPRS	Trustees' Roundtable - Practical matters of ESG including innovations and integration			X						
		SACRS	<b>SACRS FALL CONFERENCE</b>									
2.00	11/12/2019	SACRS	Trustee Training							X		
1.00	11/13/2019	SACRS	General Session - Keynote Speaker Danny Glover			X						
1.00	11/13/2019	SACRS	General Session - Disruptive Technologies and Their Impact on Pension Plan Decisions			X						
1.00	11/13/2019	SACRS	General Session - Up in Smoke			X						
3.00	11/13/2019	SACRS	Safety Breakout					X				
3.00	11/13/2019	SACRS	Trustee Breakout							X		
3.00	11/13/2019	SACRS	Attorney Breakout	X								
1.00	11/14/2019	SACRS	General Session - Managing Hyper-Growth and Innovation			X						
1.00	11/14/2019	SACRS	General Session - Current Economic and Financial Outlook			X						
1.00	11/14/2019	SACRS	General Session - The What, Why and How of Diversity and Inclusion in the Public Pension Industry Workplace							X		
1.00	11/14/2019	SACRS	Concurrent Session A - Building a Private Credit Portfolio: Implementation Approaches, Considerations and Challenges			X						
1.00	11/14/2019	SACRS	Concurrent Session B - Pursuing What You're Due - One Retirement System's Experience Suing Its Carrier	X								
1.00	11/14/2019	SACRS	Concurrent Session C - 130-30 strategies are back. Exploring the benefits of active equity extension in today's investment landscape.			X						
1.00	11/14/2019	SACRS	Concurrent Session A - Changing Consumer Patterns - The Impact on Retail and Industrial Real Estate			X						

## B.3.b

MCERA CONTINUING TRUSTEE EDUCATION LOG												
TRUSTEE <u>Master Log</u>				TOPIC								
HOURS	DATE	SPONSOR	EVENT/SEMINAR	PENSION LAW	INVESTMENT PERFORMANCE MEASUREMENT	ASSET ALLOCATION AND INVESTMENT MANAGEMENT	ACTUARIAL EVALUATION AND PROCESS	BENEFITS ADMINISTRATION	DISABILITY RETIREMENT	BOARD GOVERNANCE, ETHICS, & FIDUCIARY OBLIGATIONS	ORGANIZATION BUDGET & AUDIT PROCEDURES	
1.00	11/14/2019	SACRS	Concurrent Session C - CalPERS & SACRS - Reciprocity, Do I Get It? Part 1 of 2 - Legal, CalPERS Guest Panels at SACRS					X				
1.00	11/14/2019	SACRS	Concurrent Session B - Risk, Mortality and Other Things That Only an Actuary Can Love				X					
1.00	11/14/2019	SACRS	General Session - SACRS System Highlights & Key Takeaways					X				
2.00	11/16/2020	FPPC	Certified Public Service Ethics Training							X		
0.67	12/11/2019	MCERA	GASB 67-68 Report				X					
0.25	12/11/2019	MCERA	Audited Financial Statements								X	
0.50	12/11/2019	MCERA	Preliminary Valuation Results				X					
30.92	Hours for Quarter Ending December 31, 2019											
		Callan	CALLAN NATIONAL CONFERENCE									
1.25	1/28/2020	Callan	Keynote Speaker: Dr. Moyo			X						
1.25	1/28/2020	Callan	Vivek Wadhua on how technologies will change the world			X						
1.00	1/28/2020	Callan	Diversifying Strategies in Alternatives			X						
1.00	1/28/2020	Callan	Fee Study: What Institutional Investors are Actually Paying		X							
1.25	1/29/2020	Callan	Joseph Caughlin on how global demographics, technology and changing generational behaviors are transforming business and society			X						
1.25	1/29/2020	Callan	EDD Talk on Investment Theory and Design			X						
1.75	1/29/2020	Callan	Frank Abagnale on cybersecurity and fraud prevention					X				
1.00	1/28/2020	Callan	Diversifying Strategies in Alternatives			X						
1.00	1/28/2020	Callan	Market Intel Live!			X						
2.00	various	FPPC	Public Service Ethics Training							X		
2.00	2/4/2020	MCERA	Prevention of Sexual Harassment Training							X		
0.25	2/12/2020	MCERA	Annual Cost of Living Adjustment					X				
1.00	2/12/2020	MCERA	Actuarial Valuation Report as of June 30, 2019				X					
0.50	2/12/2020	MCERA	Form 700 Refresher							X		
		CalAPRS	GENERAL ASSEMBLY									
2.00	3/8/2020	CalAPRS	Ethics in Public Service							X		
0.75	3/8/2020	CalAPRS	Fund Governance War Stories							X		
1.25	3/8/2020	CalAPRS	6 Years Post-PEPRA - Are we getting the savings as promised?					X				
1.00	3/9/2020	CalAPRS	The Canadian Model			X						
1.00	3/9/2020	CalAPRS	Revisiting Simplicity in Investing			X						
1.00	3/9/2020	CalAPRS	Lessons from China			X						
1.00	3/9/2020	CalAPRS	Economic Outlook			X						
1.00	3/9/2020	CalAPRS	Updates About National Trends			X						

## B.3.b

## MCERA CONTINUING TRUSTEE EDUCATION LOG

TRUSTEE Master Log

				TOPIC								
HOURS	DATE	SPONSOR	EVENT/SEMINAR	PENSION LAW	INVESTMENT PERFORMANCE MEASUREMENT	ASSET ALLOCATION AND INVESTMENT MANAGEMENT	ACTUARIAL EVALUATION AND PROCESS	BENEFITS ADMINISTRATION	DISABILITY RETIREMENT	BOARD GOVERNANCE, ETHICS, & FIDUCIARY OBLIGATIONS	ORGANIZATION BUDGET & AUDIT PROCEDURES	
1.00	3/10/2020	CalAPRS	Disaster Recovery: Lessons Learned from New Orleans and Sonoma Retirement Systems					X				
1.00	3/10/2020	CalAPRS	Governance Best Practices							X		
		CII	SPRING CONFERENCE									
2.00	3/9/2020	CII	Master Class: 31 Flavors of Stewardship - Proxy Voting, Engagement and Sustainability							X		
1.00	3/9/2020	CII	SDG Adoption on a Global Scale: A Case Study							X		
1.00	3/9/2020	CII	Panel: How to Hold BRT Members to Account on Business Purposes							X		
1.00	3/9/2020	CII	Panel: Engaging Private Fund Managers on ESG Issues							X		
1.00	3/9/2020	CII	Panel: The Scope of Rule 10b-5 after Lorenzo v. SEC	X								
0.75	3/9/2020	CII	The Future for IPOs			X						
0.67	3/9/2020	CII	Accounting for Climate Change Risks			X						
0.50	3/9/2020	CII	Human Capital and the Future of Work								X	
0.75	3/10/2020	CII	What's Next at the SEC							X		
0.75	3/10/2020	CII	How Boards are Grappling with Oversight of Human Capital Management								X	
0.75	3/10/2020	CII	What's Next at the PCAOB							X		
1.00	3/10/2020	CII	Panel: Is It Time for Employee Representatives on Company Boards?							X		
1.00	3/10/2020	CII	Panel: Global Trends in Ownership and Control							X		
1.00	3/10/2020	CII	Panel: Corporate Governance and Climate Action: What Should Shareowners Seek							X		
1.45	3/10/2020	CII	Keynote: Top 10 Trends of the 2020's							X		
1.00	3/10/2020	CII	Breakout Panel: Cyber Threats to Long-term Performance					X				
1.00	3/10/2020	CII	Breakout Panel: Exchange Innovations - Speed Bumps and Predictions							X		
1.00	3/10/2020	CII	Breakout Panel: U.S. Policy Impacts on Pension Fund Investments in China			X						
1.00	3/11/2020	CII	Global Perspectives on Executive Compensation & Corporate Purpose							X		
1.00	3/11/2020	CII	Perspectives of Faith-Based Investors			X						
1.50	3/11/2020	CII	Shareholder Advocacy Committee Plenary and Lightening Round							X		
48.62	Hours for Quarter Ending March 31, 2020											
			SACRS WEBINAR SERIES									
1.50	5/12/2020	SACRS	Operational Tools for Liquidity and Rebalancing during Market Volatility			X						
1.50	5/13/2020	SACRS	Don't Stop Thinking About Tomorrow - China A-share market & opportunities			X						
1.50	5/13/2020	SACRS	Private Markets Today vs. The Global Financial Crisis: What's the same, what's different, and where do we go from here?			X						
1.50	5/14/2020	SACRS	Cash Flows & Investment Management in the Time of COVID			X						
1.50	5/15/2020	SACRS	Has the Coronavirus Pandemic Changed the Outlook for ESG Investing?			X						





B.3.c  
Receipt

October 18, 2020 - November 17, 2020

Posting Date	Transaction Date	Vendor	Amt. Charged	(Yes/No/Other)	For (dept.or area served)	Reason (or item purchased)
<b>Kiana 8171</b>						
10/20/2020	10/19/2020	Paypal - JoeCancilla Ebay	\$ 92.90	Yes	MCERA Staff	Webcam - Electronic Supplies
10/20/2020	10/19/2020	Paypal - JoeCancilla Ebay	\$ 92.90	Yes	MCERA Staff	Webcam - Electronic Supplies
10/20/2020	10/19/2020	Paypal - JoeCancilla Ebay	\$ 92.90	Yes	MCERA Staff	Webcam - Electronic Supplies
10/20/2020	10/19/2020	Paypal - JoeCancilla Ebay	\$ 92.90	Yes	MCERA Staff	Webcam - Electronic Supplies
10/20/2020	10/19/2020	Paypal - JoeCancilla Ebay	\$ 87.15	Yes	MCERA Staff	Webcam - Electronic Supplies
10/20/2020	10/20/2020	Amazon.com	\$ 103.50	Yes	MCERA Staff	Speakers - Electronic Supplies
11/9/2020	11/9/2020	Wall Street Journal	\$ 143.47	Yes	MCERA Staff	J. Wickman - Subscription
11/11/2020	11/10/2020	Amazon.com	\$ 54.49	Yes	MCERA Staff	Ergonomic Equipment
11/11/2020	11/10/2020	The Economist	\$ 69.00	Yes	MCERA Board	C. Cooper - Subscription
11/13/2020	11/11/2020	Office Depot	\$ 13.05	Yes	MCERA Staff	Office Supplies
11/16/2020	11/12/2020	Office Depot	\$ 231.06	Yes	MCERA Staff	Office Supplies
		<b>Total:</b>	<b>\$ 1,073.32</b>			
<b>Jeff 3902</b>						
11/5/2020	11/4/2020	Zoom.US	\$ 74.95	Yes	MCERA Board	Subscription
		<b>Total:</b>	<b>\$ 74.95</b>			
		<b>Balance Total:</b>	<b>\$ 1,148.27</b>			

B.3.c

November 18, 2020 -December 17, 2020

Receipt

Posting Date	Transaction Date	Vendor	Amt. Charged	(Yes/No/Other)	For (dept.or area served)	Reason (or item purchased)
<b>Kiana 8171</b>						
12/2/2020	11/30/2020	Office Depot	\$ 61.01	Yes	MCERA Staff	Office Supplies
12/16/2020	12/14/2020	Office Depot	\$ 68.82	Yes	MCERA Staff	Office Supplies
		<b>Total:</b>	<b>\$ 129.83</b>			
<b>Jeff 3902</b>						
12/7/2020	12/4/2020	Zoom.US	\$ 74.95	Yes	MCERA Board	Subscription
12/16/2020	12/15/2020	Zoom.US	\$ 25.81	Yes	MCERA Board	Subscription
		<b>Total:</b>	<b>\$ 100.76</b>			
		<b>Balance Total:</b>	<b>\$ 230.59</b>			

B.3.c

December 18, 2020 - January 17, 2021

## Receipt

<u>Posting Date</u>	<u>Transaction Date</u>	<u>Vendor</u>	<u>Amt. Charged</u>	<u>(Yes/No/Other)</u>	<u>For (dept.or area served)</u>	<u>Reason (or item purchased)</u>
<b>Kiana 8171</b>						
12/18/2020	12/16/2020	Office Depot	\$ 46.42	Yes	MCERA Staff	Office Supplies
1/4/2021	1/3/2021	Wall Street Journal	\$ 116.97	Yes	MCERA Staff	Subscription
		Total:	\$ 163.39			
<b>Jeff 3902</b>						
1/7/2021	1/6/2021	Zoom.US	\$ 114.95	Yes	MCERA Board	Subscription
		Total:	\$ 114.95			
		Balance Total:	\$ 278.34			

# B.3.g

MCERA Investment Manager Capital Calls, Distributions, Uncalled Capital, Net Asset Value & Other Transfers  
FY20/21 Quarter Ending December 31, 2020

## INVESTMENT: PRIVATE EQUITY

Abbott Fund VI							
Quarter				Since Inception			December 31, 2020
Date	Capital Call	Distribution	Initial Commitment	Paid-in Capital	Distributions	Uncalled Capital	Net Asset Value
			100,000,000				
8/18/2020	500,000	(2,000,000)					
9/30/2020	0	(1,500,000)					
11/10/2020	0	(5,000,000)					
12/29/2020	0	(6,484,568)					
<b>Total</b>	<b>500,000</b>	<b>(14,984,568)</b>	<b>100,000,000</b>	<b>99,547,700</b>	<b>112,393,939</b>	<b>452,300</b>	<b>61,892,256</b>

Abbott Fund VII							
Quarter				Since Inception			December 31, 2020
Date	Capital Call	Distribution	Initial Commitment	Paid-in Capital	Distributions	Uncalled Capital	Net Asset Value
			35,000,000				
8/19/2020	175,000	(525,000)					
10/22/2020	0	(875,000)					
12/30/2020	175,000	(2,275,000)					
<b>Total</b>	<b>350,000</b>	<b>(3,675,000)</b>	<b>35,000,000</b>	<b>34,475,000</b>	<b>13,825,000</b>	<b>525,000</b>	<b>46,922,201</b>

Abbott Investors 2016							
Quarter				Since Inception			December 31, 2020
Date	Capital Call	Distribution	Initial Commitment	Paid-in Capital	Distributions	Uncalled Capital	Net Asset Value
			50,000,000				
7/24/2020	991,250	0					
9/3/2020	2,000,000	(2,100,000)					
10/1/2020	1,203,750	0					
11/25/2020	700,000	0					
12/23/2020	2,162,500	(1,525,000)					
<b>Total</b>	<b>7,057,500</b>	<b>(3,625,000)</b>	<b>50,000,000</b>	<b>36,888,752</b>	<b>4,900,000</b>	<b>13,111,248</b>	<b>41,999,631</b>

Abbott Investors 2017							
Quarter				Since Inception			December 31, 2020
Date	Capital Call	Distribution	Initial Commitment	Paid-in Capital	Distributions	Uncalled Capital	Net Asset Value
			15,000,000				
7/10/2020	465,000	0					
9/4/2020	821,250	(915,000)					
9/28/2020	345,000	0					
11/11/2020	288,750	0					
12/8/2020	213,750	0					
12/24/2020	570,000	(343,125)					
<b>Total</b>	<b>2,703,750</b>	<b>(1,258,125)</b>	<b>15,000,000</b>	<b>8,280,002</b>	<b>915,000</b>	<b>6,719,998</b>	<b>9,525,059</b>

<b>Total Abbott</b>	<b>10,611,250</b>	<b>(23,542,693)</b>	<b>200,000,000</b>	<b>179,191,454</b>	<b>132,033,939</b>	<b>20,808,546</b>	<b>160,339,147</b>
---------------------	-------------------	---------------------	--------------------	--------------------	--------------------	-------------------	--------------------

# B.3.g

MCERA Investment Manager Capital Calls, Distributions, Uncalled Capital, Net Asset Value & Other Transfers  
FY20/21 Quarter Ending December 31, 2020

## INVESTMENT: PRIVATE EQUITY

Pathway Fund 2008							
Quarter				Since Inception			December 31, 2020
Date	Capital Call	Distribution	Initial Commitment	Paid-in Capital	Distributions	Uncalled Capital	Net Asset Value
			100,000,000				
8/31/2020	135,000	(332,720)					
9/30/2020	105,030	(2,842,397)					
10/30/2020	133,533	(1,183,756)					
11/30/2020	97,550	(1,621,858)					
12/31/2020	166,115	(2,612,128)					
Total	637,228	(8,592,859)	100,000,000	97,858,976	106,659,234	2,141,024	68,954,835

Pathway Fund I7-3							
Quarter				Since Inception			December 31, 2020
Date	Capital Call	Distribution	Initial Commitment	Paid-in Capital	Distributions	Uncalled Capital	Net Asset Value
			35,000,000				
7/31/2020	78,750	(107,287)					
8/31/2020	28,433	(341,867)					
9/30/2020	0	(502,090)					
10/30/2020	78,750	(351,646)					
11/30/2020	0	(587,083)					
12/31/2020	0	(605,250)					
Total	185,933	(2,495,223)	35,000,000	33,582,591	16,603,374	1,417,409	41,871,364

Pathway Fund I8-9							
Quarter				Since Inception			December 31, 2020
Date	Capital Call	Distribution	Initial Commitment	Paid-in Capital	Distributions	Uncalled Capital	Net Asset Value
			50,000,000				
7/1/2020	2,235,097	(556,347)					
7/31/2020	0	(65,513)					
8/31/2020	100,887	(168,811)					
9/30/2020	0	(171,122)					
10/30/2020	100,887	(223,216)					
11/30/2020	0	(36,893)					
12/31/2020	0	(250,921)					
Total	2,436,871	(1,472,823)	50,000,000	37,393,015	4,341,081	12,666,334	53,839,074

Pathway Fund I9-3							
Quarter				Since Inception			December 31, 2020
Date	Capital Call	Distribution	Initial Commitment	Paid-in Capital	Distributions	Uncalled Capital	Net Asset Value
			15,000,000				
9/4/2020	400,164	(15,614)					
9/30/2020	95,595	(247,929)					
11/12/2020	187,660	(15,415)					
12/28/2020	332,167	0					
Total	1,015,586	(278,958)	15,000,000	8,067,556	1,257,307	6,932,444	8,311,673
Total Pathway	4,275,618	(12,839,863)	200,000,000	176,902,138	128,860,996	23,157,211	172,976,946
Total Private Equity	14,886,868	(36,382,556)	400,000,000	356,093,592	260,894,935	43,965,757	333,316,093

## B.3.g

MCERA Investment Manager Capital Calls, Distributions, Uncalled Capital, Net Asset Value & Other Transfers  
FY20/21 Quarter Ending December 31, 2020

### INVESTMENT: OPPORTUNISTIC

CarVal Credit Value V							
Quarter				Since Inception		December 31, 2020	
Date	Capital Call	Distribution	Initial Commitment	Paid-in Capital	Distributions	Uncalled Capital	Net Asset Value
			33,500,000				
12/31/2020	3,350,000						
Total	3,350,000	0	33,500,000	3,422,955	0	30,077,045	3,350,000

Fortress Credit Opps Value V							
Quarter				Since Inception		December 31, 2020	
Date	Capital Call	Distribution	Initial Commitment	Paid-in Capital	Distributions	Uncalled Capital	Net Asset Value
			33,000,000				
12/17/2020	1,650,000						
Total	1,650,000	0	33,000,000	1,650,000	0	31,350,000	1,650,000

Varde Dislocation Fund							
Quarter				Since Inception		December 31, 2020	
Date	Capital Call	Distribution	Initial Commitment	Paid-in Capital	Distributions	Uncalled Capital	Net Asset Value
			33,500,000				
11/9/2020	5,025,000						
Total	5,025,000	0	33,500,000	5,073,087	0	28,426,913	5,025,000
Total Opportunistic	10,025,000	0	100,000,000	10,146,042	0	89,853,958	10,025,000

### OTHER TRANSFERS and PORTFOLIO REBALANCE

Transfers through December 31, 2020

MGRB - Parametric Overlay Program	
Date	Amount
8/28/2020	(30,000,000)
10/30/2020	(15,000,000)
Total	(45,000,000)

MCRG - STIF Account	
Date	Amount
8/28/2020	30,000,000
10/30/2020	15,000,000
Total	45,000,000

Note:

All amounts since inception as of September 30, 2020, as reported in Callan Quarterly Report as of December 31, 2020.



*Phone* 415 473-6147  
*Fax (benefits)* 415 473-3612  
*Fax (admin)* 415 473-4179  
[MCERA.org](http://MCERA.org)

**Date:** March 22, 2021  
**To:** Finance and Risk Management Committee  
 Marin County Employees' Retirement Association (MCERA)  
**From:** Jeff Wickman *lw*  
 Retirement Administrator  
**Subject:** Custodial Services Request for Proposal Update

---

## Background

In January 2020, MCERA issued a Request for Proposals (RFP) seeking bids for custodial services for the plan. Three companies, including the current incumbent, State Street Bank and Trust, provided timely and complete responses to the RFP. In March 2020, just as staff was preparing to schedule interviews with the RFP respondents, COVID-19 shelter in place orders were issued, and all of MCERA's business priorities at the time were rearranged.

RFP respondents were notified that interviews and any decisions about the selection of a custodian were being put on hold. In December 2020, after consulting with Callan it was agreed that the RFP process would resume in early 2021 using video conferencing to hold interviews and any remaining evaluations.

At the same time the custodial search project was preparing to restart, the Employer Audit Program was scheduled to begin. The new Employer Audit program was mandated by the passage of the Public Employees' Pension Reform Act (PEPRA) of 2013. A member of the benefits team was assigned to conduct the audits.

As I reported to the Board on March 3, one of our benefit team members accepted a position with the County of Marin and has left MCERA. The loss of this team member, who was performing critical work for the department, required us to re-evaluate current priorities and re-assign work to maintain our commitments, in particular the execution of the Employer Audit program.

## Discussion

The administration of retirement benefits is the top priority for MCERA. In order to avoid any service gaps, the duties of the departing employee have been assigned to another member of the benefits team. Unfortunately, the additional tasks mean we can no longer utilize that member of the benefits team to perform the audits.

## B.4

Because the audit program is ready to be executed and is mandated by the PEPPRA legislation, it is my assessment that the program cannot be put on hold. After considering the knowledge, skills and abilities needed to continue moving forward, I reassigned a resource from the accounting team to take over the audits. The accounting team will conduct a recruitment to fill the role of the reassigned staff member using an existing vacant position.

### **Impact**

The accounting position reassigned to Employer Audits was critical to the custodial search project, and their knowledge of existing accounting processes and practices would be necessary if MCERA were to transition to a new custodian. The accounting team will need to fill this role and train the new employee before we can re-engage the custodial search. The recruitment and hiring process may take up to 4 months, and the new employee will also have an initial training and learning period. Because of these factors the custodial search project must be placed on hold. Depending on the recruitment process and training timeline it may be possible to restart the search process before the end of 2021. Also, because of the length of time that has passed from the issuance of the original RFP, it is likely that prospective vendors will be asked to submit new responses and bids. In the meantime, MCERA will continue to receive services from the current custodian.



*Phone* 415 473-6147  
*Fax (benefits)* 415 473-3612  
*Fax (admin)* 415 473-4179  
[MCERA.org](http://MCERA.org)

**Date:** March 18, 2021  
**To:** Finance and Risk Management Committee  
 Marin County Employees' Retirement Association (MCERA)  
**From:** Jeff Wickman *fw*  
 Retirement Administrator  
**Subject:** 2021-22 Fiscal Year Budget Priorities

---

### Background and Timing

The Board's Budget policy requires that a proposed budget for the new fiscal year be brought before the Finance and Risk Management Committee for discussion and deliberation during as many meetings as necessary for the Committee to recommend a budget to the Board. The budget that is recommended by the Finance and Risk Management Committee will be considered during at least one Board meeting.

For the past seven fiscal years the draft budget has been presented for review and discussion at the May Finance and Risk Management Committee meeting. This has been done to allow the budget to include as much information as is available from the County of Marin's overall proposed budget. This avoids the need to make amendments to the final MCERA budget. Staff recommends that the same budget approval process be followed for Fiscal Year (FY) 2021-2022.

### Fiscal Year 2020/21 Budgetary Facts

- Expenses related to MCERA legal, actuarial and information technology work are excluded from the Administrative Budget. They are shown as non-Administrative budget expenses in the quarterly reports to the Finance and Risk Management Committee.
- The Administrative Budget is \$4,628,959. After adjustments for items reimbursed by the County of Marin for the administration of the post-retirement medical plans and investment related expenses which can be legally charged to the trust the amount is \$4,203,959.
- Administrative Budget expenditure cap for FY2020/21 is \$6,242,670 (21 bps of liability).
- Salaries and benefits comprise 67% of the total budget. The budgeted total cost of salaries and benefits increased by 0.1% from FY 2019/20.
- Services and Supplies (medical related services, supplies, travel and education) make up approximately 26% of the total budget. The budgeted total cost of Services and Supplies decreased by 0.3% from FY 2019/20.

## B.5

- Interdepartmental Expenses make up the final 7% of the budget. The budgeted total cost of Interdepartmental Expenses decreased by 5.8% from FY 2019/20.
- All positions are budgeted at the top step as defined in the County salary schedules with a 2.5% cost of living adjustment added to salaries as of July 1, 2020 as negotiated.
- Employee benefits are budgeted as 54% of salary, a decrease of 5% from FY 2019/20.

### **Fiscal year 2021/22 Budgetary Considerations**

- Set benefit multiplier to align with County expectations: 53%-54% of pay.
- Do not include a cost of living adjustment for all County employees for the fiscal year.
- Reallocate a vacant Accounting Assistant position to Senior Accountant to maintain current resources in the Accounting Unit.
- Revise medical expenses for disability benefit processing based on FY 2020/21 data.
- Adjust storage costs for moving paper member files to offsite storage.
- Modify Board Conference room in anticipation of holding in person and video conference Board and Committee meetings.

## B.6 Annual Audit of Financial Statements Update

This is a discussion with no backup.