



The SCERA Board of Retirement has complete responsibility for administering the Retirement Plan, which includes ensuring appropriate governance, management, oversight of approximately \$4.0 billion in trust assets, establishing actuarial contribution rates and funding assumptions, and benefit administration, including granting disability retirements. While the Board of Retirement is solely responsible for the administration of the Retirement Plan, the day-to-day operations have been delegated to SCERA staff.

TIME REQUIREMENT

Board Members are required to prepare for and attend Board meetings and meetings of assigned Committees.

Regular Meetings of the Retirement Board and Committees:

- **Retirement Board:** Eleven per year.
- **Disability Committee:** Twelve per year.
- **Investment Committee (a committee of the full board):** Eleven per year.
- **Audit Committee:** Two per year.
- **Administrative/Benefits Committee:** One to two per year.
- **SCERA Annual Educational Forum:** Two-day meeting held off-site in Sonoma County.

Board Members are responsible for making policy decisions affecting all aspects of plan administration. Therefore, Board Members must acquire a level of knowledge in all facets of the plan to effectively carry out their duties.

Training and Continuing Education requirements include:

- **Trustee Orientation** – Attend an orientation with SCERA Management within 45 days of their election or appointment
- **Continuing Education** – In compliance with AB 1519 all board members must complete 24 hours of related education every two years. Board and Investment Committee presentations may count towards this requirement.
- **Mandated Biennial Training** – AB1234 Local Ethics and AB 1825 Harassment Prevention

CONFLICT OF INTEREST REPORTING

Board members are subject to California's Fair Political Practices Act and are required to report certain income and gifts each year to maintain transparency.