



BOARD OF ADMINISTRATION

City Hall
Wing Rooms 118-120
200 East Santa Clara
Street,
San Jose, CA 95113

Meeting Agenda - Final Joint Governance Committee

Thursday, September 5, 2019

11:00 AM

City Hall, Wing Rooms 118-120

or immediately following the Police and Fire Department Retirement Plan Board meeting.

POLICE & FIRE COMMITTEE MEMBERS

Franco Vado, Chair
Vikas Oswal, Trustee
Nick Muyo, Trustee
Richard Santos, Alternate

FEDERATED COMMITTEE MEMBERS

Vacant, Chair
Elaine Orr, Trustee
Qianyu Sun, Trustee

COUNSEL

Jeffrey Rieger, General and Fiduciary Counsel

Roberto L. Peña, CEO, Office of Retirement Services

Joint Agenda

1. Consent Calendar

- a. Approval of the Minutes of the November 26, 2018 Joint Governance Committee meeting for the Federated City Employee's Retirement System and the Police and Fire Retirement Plan.

Attachments: [1a - Joint Governance Committee Minutes - 11.26.18 - Final](#)

2. New Business

- a. Approve Forward Calendar for the Joint Governance Committee.

Attachments: [2a - JGC Forward Calendar](#)

- b. Review status of the governance policies and charters.

Attachments: [2b\(1\) - Cover Memo StatusGovManualTable](#)
 [2b\(2\) - Status Gov Manual Table](#)

- c. Discussion and action on proposed Board Education Plan.

Attachments: [2c\(1\) - Cover Memo - BoardEducPlan](#)
[2c\(2\) - Board Education Plan 2019](#)

d. Discussion and action on minor revisions to governance policies and charters to achieve full consistency across the two Boards:

- a. Governance Committee Charter
- b. Audit Committee Charter
- c. Board Communications Policy
- d. Board Education Policy
- e. Board Performance Assessment Policy
- f. Policy on Vendor Selection (to reflect recent changes to IPS)

Attachments: [2d\(1\) - Cover Memo GovCommCharter](#)
[2d\(2\) - P&FGov Committee Charter](#)
[2d\(3\) - Cover Memo AuditCommCharter](#)
[2d\(4\) - P&F Audit Committee Charter](#)
[2d\(5\) - Cover Memo BoardCommPolicy](#)
[2d\(6\) - P&F Board Communications Plcy](#)
[2d\(7\) - Cover Memo BoardEducPlcy](#)
[2d\(8\) - FED Board Education Policy](#)
[2d\(9\) - Cover Memo BoardPerfAssess Plcy](#)
[2d\(10\) - P&F Board Performance Assess Plcy](#)
[2d\(11\) - Cover Memo VendorSelectPlcy](#)
[2d\(12\) - FED Policy re Vendor Selection](#)

e. Discussion and action on amendments to the charters of the CEO and CIO:

- a. To confirm the relationship between the two positions for the benefit of JPC, which is developing the performance evaluation policies for each position.
- b. To reflect recent changes to IPS
- c. To eliminate any unnecessary inconsistencies between the Boards

Attachments: [2e \(1\) - Cover Memo CEO CIO Charters](#)
[2e\(2\) - MemoReOrgStructrue Rec by JGC](#)
[2e\(3\) - P&F CEO Charter](#)
[2e\(4\) -FED CIO Charter](#)

3. Police and Fire Agenda

a. Initiate the 2019 Board Self-Evaluation.

Attachments: [3a\(1\) - Memo Board Performance Assessment](#)
[3a\(2\) - Work Plan 2017BoardSelfAssessment](#)
[3a\(3\) - P&F Board Assessment Survey](#)

Adjournment

To request an accommodation or alternative format under the Americans with Disabilities Act for City-sponsored meetings, events or printed materials, please call Marti Zarate at (408) 794-1112 as soon as possible, but at least three business days before the meeting.