

2013 Finance and Administration Committee Annual Agenda Item Calendar

<p><u>January</u></p> <p><i>Board Offsite</i></p>	<p><u>February</u></p> <ol style="list-style-type: none"> 1. Election of the Chair and Vice Chair (Action) 2. 2012-13 Delinquency Report 3. Member-At-Large Board Election – Notice of Election and Schedule of Events (Action) 4. Learning Management System (Saba) Contract Duration (Action) 5. 2012-2014 Business Plan Update 6. Financial Office Initiative Update 	<p><u>March</u></p> <ol style="list-style-type: none"> 1. Quarterly Reports <ol style="list-style-type: none"> 1.1. Budget and Expenditure Report 1.2. Contract Expenditure Report 2. Review of the Finance & Administration Committee Delegation (Action) 3. Governmental Accounting Standards Board Statement 68 Implementation (Action) 4. 2013-2015 Business Plan (Action – First Reading) 5. Annual Budget Proposal (Action – First Reading) 6. Annual Review of Funding Levels and Risks 	<p><u>April</u></p> <ol style="list-style-type: none"> 1. Semi-Annual Contracting Prospective Report 2. Annual Report of Discharge of Accountability for Uncollectible Debt 3. 2013-2015 Business Plan (Action – Second Reading) 4. Annual Budget Proposal (Action – Second Reading) 5. Board Employer Reimbursements (Action) 6. State Legislative Proposal: Clarification and Revision of Section 20574 of the Government Code (Action) 7. Sustainability Report
<p><u>May</u></p> <p><i>No Meeting Scheduled</i></p>	<p><u>June</u></p> <ol style="list-style-type: none"> 1. Quarterly Reports <ol style="list-style-type: none"> 1.1. Budget and Expenditure Report 1.2. Contract Expenditure Report 1.3. 2012-2014 Business Plan Update 2. Actuarial Valuation and Contribution Rates <ol style="list-style-type: none"> 2.1. 1959 Survivor Benefit Program (Action) 2.2. Legislators' Retirement System (Action) 2.3. State and Schools (Action) 3. Investment Office Non-Advisory Services: Alignment of Terms and Services (Action) 4. My CalPERS Post-Implementation Review 	<p><u>July</u></p> <p><i>Board Offsite</i></p>	<p><u>August</u></p> <ol style="list-style-type: none"> 1. Contract Administration: FactSet Purchase Order Increase (Action) 2. Request for Proposal (RFP) Scope of Work for PIER Plus Report (Action) 3. CalPERS 2012-14 Business Plan – Fourth Quarter Update and Closeout 4. Website Usability Initiative Activities
<p><u>September</u></p> <ol style="list-style-type: none"> 1. Contract Expenditure Report 2. 2012-13 Delinquency Report 3. Year-End Budget and Expenditure Report (Action) 4. Contingency Reserve Fund Adjustment (Action) 5. Annual Contracting and Procurement Activity Report 6. Annual Small Business and Disabled Veterans Business Enterprise Contract Participation Report 7. Request for Proposal (RFP) for Federal Legislative Representative (Action) 8. Diversity Report 9. Self-Funded Health Plans 2013 1st Quarter Report 10. Workforce Space Needs 	<p><u>October</u></p> <p><i>No Meeting Scheduled</i></p>	<p><u>November</u></p> <ol style="list-style-type: none"> 1. Draft Basic Financial Statements 2. Mid-Year Budget Revisions (Action – First Reading) 3. 2013 Member-At-Large Summary of Election Results (without a runoff) 	<p><u>December</u></p> <ol style="list-style-type: none"> 1. Quarterly Reports <ol style="list-style-type: none"> 1.1. Budget and Expenditure Report 1.2. Contract Expenditure Report 1.3. 2013-2015 Business Plan Update 2. Mid-Year Budget Revisions (Action – Second Reading) 3. Review of Actuarial Assumptions (Action – First Reading) 4. Results of Actuarial Valuations for Public Agencies 5. Semi-Annual Contracting Prospective Report 6. Self-Funded Health Plans 2013 2nd Quarter Report

The following items are reported at every meeting: Proposed Agenda (for the next meeting), Annual Rolling Calendar Review, Assistant Executive Officer's Report on Information Technology, Current Budget and Financial Reporting Issues (as needed), and Legislation (as needed).