

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. 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/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. 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. Contingency Reserve Fund Adjustment (Action) 2. Contract Expenditure Report 3. 2012-13 Delinquency Report 4. Annual Contracting/Procurement Activity Report 5. Annual Small Business and Disabled Veterans Business Enterprise Contract Participation Report 6. RFP: Federal Legislative Representative (Action) 7. Year-End Budget & Expenditure Report (Action) 8. Workforce Space Needs 9. Transition Strategy for MyCalPERS 10. Pension Data Privacy 11. Federal Legislative Representative Contract: Change in Key Position 12. Diversity Report 	<p><u>October</u></p> <ol style="list-style-type: none"> 1. Stakeholder Survey: Final Report and Recommendation (Action) 2. Semi-Annual Self-Funded Health Plans Report 	<p><u>November</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. 2013-2015 Business Plan Update 2. Draft Basic Financial Statements 3. Mid-Year Budget Revisions (Action – First Reading) 4. 2013 Member-At-Large Summary of Election Results (without a runoff) 	<p><u>December</u></p> <ol style="list-style-type: none"> 1. Mid-Year Budget Revisions (Action – Second Reading) 2. Review of Actuarial Assumptions (Action – First Reading) 3. Results of Actuarial Valuations for Public Agencies 4. Semi-Annual Contracting Prospective Report

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