



Finance and Administration Committee

Agenda Item 5a

September 20, 2022

Item Name: Board Member Employer Reimbursement - Amendment

Program: Administration

Item Type: Action

Recommendation

Approval of the elected board member proposed percentage of time to be spent on board related duties based on board and committee selections held in May 2022.

Executive Summary

The Board of Administration's Policy for the Approval of Reimbursement to State, School and Public Agency Employers of Elected Board Members requires the recommended percentage up to 100 percent of the elected board member's time required of the board member to fulfill his or her duties for approval by the Finance & Administration Committee.

Strategic Plan

Not Applicable

Background

Government Code 20092, as amended January 1, 2014, allows the reimbursement of elected board member's salary and benefits paid based on the board approved percentage.

The costs associated with employer reimbursements are based on the percentage of time the elected board member spends on his or her duties as a member of the CalPERS Board of Administration. The percentage is based on the elected board member's time away from their regular work schedule to fulfill his or her responsibilities to the system. Reimbursement to the elected board member's employer is processed on a quarterly basis. The board member submits the Request for Employer Reimbursement Form (Attachment 1) certifying the actual number of hours spent fulfilling board duties and responsibilities. The total number of board hours is translated into a percentage from the quarterly normal work schedule hours, which is used to calculate the amount of reimbursement to the employer.

Analysis

Included in Table 1 is the proposed percentage of time, as requested by the individual board member. The percentage is calculated from the Fiscal Year Baseline Hours Required for CalPERS Board Duties as seen in the Attachment 2 example. Baseline hours are set for the various board activities. The baseline hours represent the “routine” activities of board members, including offsites, workshops, and interviews; preparing for board and committee meetings; meetings with team members, consultants, beneficiaries, stakeholders, or industry experts; responding to individual constituency email, telephone calls, or correspondence; and keeping current on pension fund and health industry issues.

Table 1

Board Member	Additional Role(s) as a CalPERS Board Member	Current Approved Percentage of Time	Proposed Percentage of Time	Effective Date
Mullissa Willette	<ul style="list-style-type: none">- Member: Investment Committee- Member: Pension & Health Benefits Committee- Member: Performance, Compensation & Talent Management Committee- Member: Risk and Audit Committee	0%	61%	05/27/2022

Budget and Fiscal Impacts

Not Applicable.

Benefits and Risks

If recommendations are not approved, there is a risk that elected board member’s employer may not be reimbursed for the amount equal to the salary and benefits paid to the elected board member in fulfilling her responsibilities to CalPERS in accordance with the Policy for Approval of Reimbursement to State, School and Public Agency Employers of Elected Board Members.

Attachments

Attachment 1 – Request for Employer Reimbursement Form

Attachment 2 – Fiscal Year Baseline Hours Required for CalPERS Board Duties

Michele Nix
Acting Chief Financial Officer