



## Board Agenda Item 36

DATE: August 9, 2016

TO: Board of Supervisors

SUBMITTED BY: Donald Kendig, Retirement Administrator

SUBJECT: Retirement Association - Salary Resolution Amendment

RECOMMENDED ACTION(S):

**Approve Salary Resolution Amendment for Fresno County Employees' Retirement Association (FCERA) as reflected on Appendix C on file with the Clerk to the Board of Supervisors, adding one (1) Office Assistant position and one (1) Account Clerk position to Fresno County Employees' Retirement Association Org 9200 and increasing the number of budgeted positions to 33 effective August 15, 2016**

Approval of the recommended action will allow FCERA to effectively manage the needs of the retirement system and its members.

ALTERNATIVE ACTION(S):

If the recommended action is denied, FCERA staffing will remain unchanged and services to FCERA's members and plan sponsors will continue to decline from the increased workload resulting from changes in the retirement plan.

FISCAL IMPACT:

Costs for these positions are included in the administrative costs of the Retirement System and charged against the earnings of the retirement fund in compliance with Government Code Section 31580.2.

DISCUSSION:

FCERA provides a variety of complex services focusing on the administration and oversight of the retirement benefits to over 17,000 plan members and five plan sponsors. The system works with other retirement systems to ensure the integration of retirement benefits, investigates claims for disability benefits, processes monthly retirement benefits and demographic changes to just under 7,000 retired recipients, monitors changes in statutory and regulatory requirements that impact the operation of the retirement program, and maintains the contribution and service records for over 10,000 active and deferred members.

The Office Assistant processes the scanning of member records, assists with workflows and new employee orientation and the Account Clerk assists with the backlog of service credit purchases and contribution adjustments. These positions are budgeted at the first step and are expected to be filled by January 2017 at the latest.

The addition of the Office Assistant and Account Clerk positions were approved by the Fresno County

Board of Retirement at its Regular meeting on June 1, 2016.

ATTACHMENTS INCLUDED AND/OR ON FILE:

Appendix C

CAO ANALYST:

Charlotte Tilkes