

**SANTA BARBARA COUNTY  
EMPLOYEES' RETIREMENT SYSTEM**

3916 State Street Suite 210  
Santa Barbara, CA 93105

Phone (805) 568-2940  
Fax (805) 560-1086

**Gary A. Amelio**  
Chief Executive Officer



**BOARD OF RETIREMENT**

Chair – Zandra Cholmondeley  
Vice Chair – Ward Rafferty  
Secretary - Darryl Scheck  
Dawn Cieslik  
Harry Hagen  
R. Guy Kraines  
Steve Robel  
Al Rotella  
Janet Wolf  
John McMillin  
Frederick Tan

**MINUTES OF THE BOARD OF RETIREMENT**

**May 23, 2012**

**Coastal Room at Employees' University  
267 Camino del Remedio  
Santa Barbara, California**

**ROLL CALL 9:00 a.m.**

Members Present: Cholmondeley, Cieslik, Hagen, Kraines, Robel, Rotella, Scheck, Wolf  
Members Absent: Rafferty  
Alternates Absent: McMillin, Tan  
Counsel: Blakeboro

Trustee Rafferty arrived at 9:10 a.m. Trustee Cieslik left at 3:45 p.m.

**PUBLIC COMMENT**

There was no general public comment.

**CONSENT AGENDA**

C-1. Adopt Retirement Report.

<u>Name</u>	<u>Department</u>	<u>Service Credit</u>	<u>Sick Leave Credit</u>	<u>ARC</u>
Billie Alvarez	Clerk-Recorder-Assessor	32.26215	0.33668	
Andrea Anderson	DRO	7.97316	0.00000	
Leslie Avila	Sheriff	26.12361	0.51355	

D=Deferred  
R=Reciprocal  
Dis=Disability

19. Securities Litigation Policy—Staff & Counsel  
Present new policy to the Board for approval, as recommended by the Operations Committee.

**DISCUSSION AND ACTION:** Gary Amelio and Counsel Blakeboro presented item and addressed issues raised by the Board.

**RECOMMENDATION:** The Board approve the Securities Litigation Policy

**MOTION:** Approve the Securities Litigation Policy, as recommended by the Operations Committee.

Kraines/Robel      Approved by unanimous voice vote of all present.  
Yes:      Cholmondeley, Hagen, Kraines, Rafferty, Robel, Rotella, Scheck, Wolf  
Absent:      Cieslik

20. Conflict of Interest Code—Staff & Counsel  
Present revised policy to the Board for approval, as recommended by the Operations Committee.

**DISCUSSION AND ACTION:** Gary Amelio and Counsel Blakeboro presented item and addressed issues raised by the Board.

**RECOMMENDATION:** The Board approve the revised Conflict of Interest Code and forward to the Board of Supervisors for adoption.

**MOTION:** Approve the revised Conflict of Interest Code, as recommended by the Operations Committee.

Wolf/Kraines      Approved by unanimous voice vote of all present.  
Yes:      Cholmondeley, Hagen, Kraines, Rafferty, Robel, Rotella, Scheck, Wolf  
Absent:      Cieslik

21. Disability Retirement Procedures—Staff & Counsel  
Present revised policy to the Board for approval, as recommended by the Operations Committee.

**DISCUSSION AND ACTION:** Cristal Rodriguez and Counsel Blakeboro presented item and addressed issues raised by the Board.

**RECOMMENDATION:** The Board approve the revised Disability Retirement Procedures.

**SANTA BARBARA COUNTY EMPLOYEES' RETIREMENT SYSTEM  
CONFLICT OF INTEREST CODE  
ADOPTED FEBRUARY 24, 2010**

**I. PURPOSE**

The Political Reform Act of 1974, Government Code Section 81000 et seq. (the "PRA"), requires state and local government agencies to adopt and promulgate conflict of interest codes. Prior to the adoption of this Code, SBCERS has been subject to a conflict of interest code maintained by the County of Santa Barbara (the "County"). SBCERS and the County are in agreement that SBCERS would be better served by the adoption of its own conflict of interest code to more specifically address the obligations of staff and independent contractors under its direct supervision.

**II. POLICY OBJECTIVES**

The Fair Political Practices Commission ("FPPC") has adopted a regulation, Title 2, California Code of Regulations, Section 18730, which contains the terms of a standardized conflict of interest code which is amended from time to time to conform with amendments to the PRA. Any local agency may incorporate the standard conflict of interest code, with the obligation that it supplement the provisions of such code with a designation of employees and other individuals who are obligated to submit disclosure statements pursuant to the PRA. The following policy seeks to comply with this statutory directive, and to promote the policy set forth in Government Code Section 87100, which states that "No public official at any level of state or local government shall make, participate in making or in any way attempt to use his official position to influence a governmental decision in which he knows or has reason to know he has a financial interest."

**III. INCORPORATION OF SECTION 18730**

The provisions of Title 2, California Code of Regulations, section 18730, and any amendments to it duly adopted by the FPPC are hereby incorporated by reference and, along with the other provisions contained herein, including Exhibits A, and B and C hereto, shall constitute the conflict of interest code of SBCERS.

**IV. POLICY GUIDELINES**

**1. MEMBERS OF THE BOARD OF RETIREMENT**

Although not specifically mentioned in the Exhibits to this Code, members of the Board of Retirement are separately obligated by Government Code Section 87200 to submit a general filing, as a general filing is further described in Exhibit A hereto, in that they are public officials with responsibility for investment of public funds.

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*Santa Barbara County Employees' Retirement System  
Conflict of Interest Code*

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**2. CATEGORIES OF DISCLOSURE AND INDIVIDUALS SUBJECT TO DISCLOSURE**

The categories of disclosure required by the Code are described in Exhibit A. The individuals subject to requirements of disclosure, and the category of disclosure required for such individuals, are described in Exhibit B. Disclosure statements are public records pursuant to Government Code Section 81008(a).

**3. TIMING OF DISCLOSURES.**

All individuals affected by this Code who have not previously filed disclosure forms pursuant to prior policy or otherwise, shall make an initial filing within 30 days of the adoption of this Code. Individuals appointed, promoted or transferred to designated positions shall file initial statements within 30 days thereafter. All affected individuals shall thereafter file annual statements prior to April 1 concerning the prior calendar year. All affected individuals shall file a termination statement within 30 days of leaving a position for which a statement is required, unless assuming a similar position with SBCERS with the same or more inclusive filing requirements.

**4. LOCATION OF DISCLOSURES.**

Every designated employee shall file the original of his or her statement of financial interests with the Clerk of the Board of Retirement in the Retirement Office. The Clerk of the Board of Retirement shall make and retain a copy, and forward the original to the Clerk-Recorder-Assessor of the County of Santa Barbara.

**V. POLICY REVIEW**

The Retirement Board shall review this Code prior to July 1 of each even numbered calendar year to ensure that its provisions remain relevant and appropriate.

**VI. AMENDMENT HISTORY**

This Policy was adopted by the Retirement Board on February 24, 2010, to be effective March 1, 2010, subject to the approval of the Board of Supervisors; reviewed and revised May \_\_, 2012.

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*Santa Barbara County Employees' Retirement System  
Conflict of Interest Code*

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Exhibit A

Disclosure Categories

General:

General filers shall complete all schedules for form 700 to the same extent as officials governed by the provisions of Government Code Section 87200.

Category 1:

Individuals designated in Category 1 on Exhibit B shall complete all schedules of Form 700 unless there are no reportable interests for a schedule. A "reportable interest" shall be any business entity or source of income, of a type in which the Board is authorized to invest or to contract with for investment services.

Category 2:

Individuals designated in Category 2 on Exhibit B shall complete all schedules of Form 700, except those relating to interests in real property (Form 700, Schedules B and C), unless there are no reportable interests for a schedule. A "reportable interest" shall be any business entity or source of income which (a) within the filing period has contracted with the Board to provide products or services to the Retirement System or the Retirement Office or (b) may do so within the foreseeable future.

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*Santa Barbara County Employees' Retirement System  
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Exhibit "B"  
Designated Position Categories

<u>Designated Positions</u>	<u>Disclosure Category</u>
Retirement Chief Executive Officer	General
Retirement Deputy Chief Executive Officer	General
Retirement Chief Investment Officer	General
Retirement Financial & Systems Analyst (Investment)	1
Retirement Financial & Systems Analyst (Accounting & Systems)	2
Retirement Financial Accounting Analyst	2
Retirement Benefits Program Manager	2
Disability Program Manager	2
Fiduciary and Investment Counsel	1
Outside General Counsel	1, 2
Investment Consultants*	1

\* Defined as consultants who materially assist SBCERS in decisions made by SBCERS regarding directing and approving investment transactions, formulating or approving investment policies, formulating or approving asset allocation guidelines, and/or selecting and retaining investment managers.

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*Santa Barbara County Employees' Retirement System  
Conflict of Interest Code*

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Exhibit C

Agency Positions that Manage Public Investments For Purposes of Section 87200 of the  
Government Code

Members of the Board of Retirement  
Retirement Chief Executive Officer  
Retirement Deputy Chief Executive Officer  
Retirement Chief Investment Officer

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