

DISCUSSION DOCUMENT for GOVERNANCE COMMITTEE: 9/14/11 MEETING

State Compensation Insurance Fund **Board & Committee Meeting Schedule and Location for 2012** *Governance Committee Agenda Item 14*

Current Schedule

Since November 2008 when the Board of State Fund was expanded to include eleven voting members, the State Fund Board and Committees have been meeting every other month (January, March, May, July, September and November) for their six regular meetings with a Strategic Planning meeting in the Fall. The standing meeting days and times for open and closed sessions are:

Audit:	Thursdays	8:00 a.m. - 10:00 a.m.
Governance:	Thursdays	10:00 a.m. - 12:00 noon
Investment:	Thursdays	12:00 noon - 2:00 p.m.
Board:	Thursdays	2:00 p.m. - 6:00 p.m. (or longer if necessary) and
	Fridays	8:30 a.m. - 2:00 p.m. (or sooner as appropriate)

2012 Schedule Proposal

There are 6 meetings on calendar with agenda items for 4 meetings and the March and September meetings will proceed if the Board determines at the prior meeting that there is time sensitive business to discuss. Going to 4 regular Committee and Board meetings can have the following benefits:

1. Quarterly and year end financials will be presented timely;
2. The Board may focus on more strategic as opposed to operational matters;
3. Additional time allows Executives and staff to provide the right amount of information for the Board; and
4. A significant savings on travel expense, facility fees, and food & beverage expense.

The proposed dates are as follows, including additional meeting options as necessary:

First Choice - fourth week of the month

- February 23 & 24, 2012
- March 29 & 30 or April 5 & 6*
- May 24 & 25, 2012
- August 23 & 24, 2012
- September 26-28, 2012 or October 3-5, 2012 – Board and/or Strategic Planning*
- November 15 & 16, 2012 (fourth week is Thanksgiving)

Second Choice - third week of the month

- February 16 & 17, 2012
- March 29 & 30 or April 5 & 6*
- May 17 & 18, 2012
- August 16 & 17, 2012
- September 26-28, 2012 or October 3-5, 2012 – Board and/or Strategic Planning*
- November 8 & 9, 2012

Days and Times

Committees:	Thursdays	8:00 a.m. - 2:00 p.m.
Board:	Thursdays	2:00 p.m. - 6:30 p.m.
	Fridays	8:30 a.m. - 2:00 p.m.

Location: 333 Bush Street, 7th Floor, San Francisco, CA

The San Francisco State Fund office location will be able to accommodate open and closed Board meetings. This will allow for more efficiency and effectiveness in conducting the Committee and Board meetings.

* If these meetings are needed, agendas will be determined at the prior Board meeting.