

# Memorandum

**TO: Police & Fire Retirement Plan  
Board of Administration**

**FROM: Edith Aldama**

**SUBJECT: Proposed 2024 Scheduled Meetings**

**DATE: October 5, 2023**

**APPROVED:**

**DATE:**

Following is a schedule of dates, times, and locations of all standing meetings that have been scheduled for the Police and Fire Department Retirement Plan for the calendar year 2024. **All Board meetings will be held via Zoom under AB 361 until the Board decides that meeting virtually is no longer necessary for public safety** and meetings can be held in City Hall Wing Committee Rooms 118-120, 200 East Santa Clara Street, San José, CA 95113. **All Standing Committees will also be held via Zoom under AB 361** until meetings can be held at City Hall or Retirement Services, 1737 N. First Street, 5<sup>th</sup> Floor Board Room, San Jose, CA 95112, unless otherwise noted. **Please be advised that there are no standing meetings during the month of July.**

**Monthly Board Meeting -1<sup>st</sup> Thursday, 8:30 a.m.**

January 4, 2024	April 4, 2024	July 2024 – No Board Meeting	October 3, 2024
February 1, 2024	May 2, 2024	August 1, 2024	November 7, 2024
March 7, 2024	June 6, 2024	September 5, 2024	December 5, 2024

**Investment Committee-Joint meeting with Federated Investment Committee - 12:00 p.m. - 4:00 p.m. (unless otherwise noted)**

February 20, 2024	April 23, 2024	June 25, 2024* (if needed)	August 20, 2024	October 22, 2024* (if needed)	December 17, 2024
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**Audit/Risk Committee – Joint meeting with Federated Audit Committee – 12:30 – 2:30 p.m. (unless otherwise noted)** – meetings to be held quarterly at City Hall Wing Room 118-120, following the Federated Retirement Board meetings.

February 15, 2024	May 16, 2024	August 15, 2024	November 21, 2024
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**Governance Committee – Joint meeting with Federated Governance Committee – 12:30 – 2:30 p.m. (unless otherwise noted)** – meetings to be held quarterly at City Hall Wing Room 118-120, immediately following the Retirement Board meeting.

March 7, 2024	June 20, 2024	September 19, 2024	December 19, 2024
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**Disability Committee Meeting – The Monday immediately following the Police and Fire Board meeting, 10:00 a.m. – 12:00 p.m. (unless otherwise noted)**

January 8, 2024	April 8, 2024	July 2024 – No Disability Meeting	October 7, 2024
February 5, 2024	May 6, 2024	August 5, 2024	November 12, 2024*
March 11, 2024	June 10, 2024	September 9, 2024	December 9, 2024

**\*Tuesday (following a Holiday)**

**Joint Personnel Committee – 8:30 – 10:30 p.m. (unless otherwise noted) –.**

January 11, 2024	February 8, 2024	March 14, 2024	April 11, 2024
May 9, 2024	June 13, 2024	August 8, 2024	September 12, 2024
October 10, 2024	November 14, 2024	December 19, 2024	

\*All other meetings will be scheduled on an “as-needed basis” throughout the year.

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Edith Aldama  
Staff Specialist