





# Quarterly Work Plan Report for FY 2024

Q2 1/12/2024

<b>GOAL 1 - Preserve the Plan's Long-Term Financial Health</b>					
	<b>Responsible Party</b>	<b>Resources Needed</b>	<b>Due Date</b>	<b>Status</b>	
<b>A. Explore Alternative Investments</b>					
<b>B. Consider developing a position on ESG investments for MCERA</b>					
<b>C. Explore scenarios to further protect member benefits.</b>					
5. Address retirement preparedness for members without a COLA	Staff/ DC	none	6/30/2024	68%	●
6. Discussion regarding ways to address unfunded liability through policy	Doris/Board	none	3/31/2024	68%	●
<b>GOAL 2 - Strengthen Risk Oversight</b>					
	<b>Responsible Party</b>	<b>Resources Needed</b>	<b>Due Date</b>	<b>Status</b>	
<b>A. Enhance the approach to identifying, monitoring, and managing current and emerging risks</b>					
1. Develop a process for identifying, reporting, and refreshing a short-list of current and emerging risks regularly reported to the Board	Doris/Board	none	5/31/2024	43%	●
2. Evaluate Board meeting agendas to identify opportunities to optimize risk review	Doris/Board	none	6/30/2024	56%	●
3. Complete discussion of the feasibility and benefits of an internal audit function	Doris/Board	none	6/30/2024	71%	●
<b>B. Evaluate how the Board spends its time fulfilling its responsibilities</b>					
1. Evaluate Board meeting agendas against required and routine responsibilities/topics, strategic topics and significant risks.	Doris/Board	none	6/30/2024	0%	●
<b>GOAL 3 - Improve effectiveness and efficiency through people, processes and technology</b>					
	<b>Responsible Party</b>	<b>Resources Needed</b>	<b>Due Date</b>	<b>Status</b>	
<b>A. Improve business processes</b>					
<b>B. Align technology advancements to evolving business needs</b>					
b. Identify technology advancements needs			12/31/2024	77%	●

<b>GOAL 3 - Improve effectiveness and efficiency through people, processes and technology (cont'd)</b>	<b>Responsible Party</b>	<b>Resources Needed</b>	<b>Due Date</b>	<b>Status</b>	
<b>C. Develop and implement a process to evaluate MCERA's core business operations</b>					
2. Complete the development of a process to periodically evaluate MCERA's continued reliance on the County versus outsourcing.	Staff	TBD	FY 2027	0%	●
3. Develop and institute a process to periodically evaluate MCERA's core service providers and vendors.	Staff	TBD	FY 2025	0%	●
<b>D. Develop and implement succession strategies for Staff and Board</b>					
1. Decide on long-term succession planning processes	Doris/Board	TBD	FY 2025	0%	●
<b>GOAL 4 - Develop MCERA's reputation as a retirement benefits expert</b>	<b>Responsible Party</b>	<b>Resources Needed</b>	<b>Due Date</b>	<b>Status</b>	
<b>A. Support the Benefit Correction Project</b>					
4. Discussions with IRS for compliance statement	Counsel	none	6/30/2024	88%	●
5. Completion of all remaining VCP corrections	Staff	none	11/30/2024	71%	●
<b>B. Assess the current usage of MCERA's education, communication, and services to gauge preferences, develop baselines and targets</b>					
2. Develop stakeholder survey(s)	Consultant	none	3/31/2024	87%	●
3. Complete surveys and develop communication, education, and services preferences and needs	Consultant	none	6/30/2024	71%	●
4. Identify ways to address gaps in services to stated preferences and needs	TBD	TBD	12/31/2024	0%	●
<b>C. Expand retirement education offerings</b>					
1. Develop educational offerings in alignment with B.4.	TBD	TBD	FY 2025	0%	●
<b>GOAL 4 - Develop MCERA's reputation as a retirement benefits expert</b>	<b>Responsible Party</b>	<b>Resources Needed</b>	<b>Due Date</b>	<b>Status</b>	
<b>D. Broaden Communications program and grow stakeholder relationships</b>					
3. Develop communication offerings in alignment with B.4.	TBD	TBD	FY 2025	0%	●
<b>E. Align services to member, retiree, and employer preferences</b>					
1. Develop services in alignment with B.4.	TBD	TBD	FY 2025	0%	●

Projects Outside the scope of the Strategic Plan	Responsible Party	Resources Needed	Due Date	Status	
<b>A. Dept. of Rehabilitation Lease Renewal</b>					
2. Construction Project Management	Doris / Architect	Contractor	4/30/2024	54%	
3. Lease Negotiations	Doris	none	12/31/2024	0%	

Not Started		Less than 20% complete
Failing		21% - 45% complete
Attention		46% - 69 % complete
On Track		70% - 99% complete
Completed		100% complete