



SFERS

San Francisco Employees' Retirement System

City and County of San Francisco
Employees' Retirement System
**PERSONNEL COMMITTEE
MINUTES**

Wednesday, March 27, 2019

**1145 Market Street, 6th Floor
San Francisco, CA 94103**

11:00 AM

MISSION STATEMENT

San Francisco City and County Employees' Retirement System is Dedicated to Securing, Protecting and Prudently Investing the Pension Trust Assets, Administering Mandated Benefit Programs, and Providing Promised Benefits.

COMMITTEE MEMBERS

Al Casciato

Joseph Driscoll (Chair)

Jay Huish

Executive Director

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Sunshine Ordinance Task Force
City Hall
1 Dr Carlton B. Goodlett Place, Room 244
San Francisco, CA 94102-4689
(415) 554-7724
by fax at (415) 554-7854
or by email at sotf@sfgov.org

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- Roll Call
Commissioner Casciato 11:05 AM
Commissioner Driscoll 11:05 AM

- 032719-01 Public Comment

Commissioner Driscoll called for public comment.

There were no public present and public comment was closed.

- 032719-02 Action Item **Approval of the Minutes of the January 23, 2019 Personnel Committee Meeting**

Documents provided to the Committee prior to the current meeting: Draft Minutes of the January 23, 2019 Personnel Committee Meeting

Commissioner Driscoll called for public comment.

There were no public present and public comment was closed.

Action: Moved by Commissioner Driscoll, Seconded by Commissioner Casciato to approve Minutes of the January 23, 2019 Personnel Committee Meeting

Ayes: Commissioners Casciato, Driscoll

- 032719-03 Action Item **Approval to Extend the Deadline to Respond to Request for Qualifications (RFQ) for Executive Search Firm**

Documents provided to the Committee prior to the current meeting: Staff memorandum Jay Huish, Executive Director, reported that when the RFQ was issued in March he emailed the RFQ for their consideration to Korn Ferry, Heidrick & Struggles, Spencer Stuart, Robert Hath Executive Search, Russell Reynolds Associates, DHR International, Stanton Chase, Jamesbeck and David Barrett Partners. At the March 15th deadline, SFERS received a very limited response to the RFQ. Due to the limited response to the original RFQ, Mr. Huish stated that the Committee did not have a sufficient number of proposals to consider and recommended that the Committee approve the reissue the RFQ with a response deadline through the end of April. Mr. Huish also requested that they carry forward any firms that responded to the first RFQ to avoid having to re-respond to the re-issued RFQ.

Mr. Huish identified firms that are currently working with the City or have their paperwork

filed with the City, which include firms that were not on the previous list, such Ralph Anderson, the search firm who hired the Health Service System Executive Director and Chief Investment Officer for Department of Technology and was also the search firm for the Airport Director. The Controller's Office has used Alliance Resource Consulting to recruit a Deputy Controller. The City has also used Bob Murray & Associates, Cooperative Personnel Services, Hawkins Company, and William Avery & Associates. Mr. Huish recommended that the reissued RFQ be directly sent to these firms also.

Commissioner Casciato asked Robert Bryan, Deputy City Attorney, for his opinion on reissuing the RFQ rather than just extending the deadline of the original RFQ. Mr. Bryan stated that reissuing the RFQ, as opposed to merely extending the response deadline for the original RFQ, would preclude any dispute by the firms who responded to the original RFQ related to any competitive advantage given to other proposers who were allowed to submit proposals after the deadline for the original RFQ had passed.

Commissioner Driscoll called for public comment.

There were no public present and public comment was closed.

Action: Moved by Commissioner Casciato, Seconded by Commissioner Driscoll to approve the reissuance of the RFQ for Executive Search Firm to April 30, 2019

Ayes: Commissioners Casciato, Driscoll

032719-04

Adjournment

Having no further business, the Board adjourned the meeting at 11:15 AM



Respectfully submitted,
Jay Huish, Executive Director